

**MINUTES
TOWNSHIP OF HILLSBOROUGH
HILLSBOROUGH MUNICIPAL UTILITIES AUTHORITY**

Saturday, February 8, 2020

The township of Hillsborough Municipal Utilities Authority met at a scheduled special meeting on Saturday February 8, 2020, with the following members present:

Richard Nunn
Robert Damiano
Frank Scarantino

Also present was Peter Cipparulo, General Council. Members Chairman Avolio and Robert McCray were absent.

ANNOUNCEMENT – Open Public Meetings Act

Following the roll call Mr. Scarantino made the following announcement: In accordance with the provisions of the Open Public Meetings, Act, P.L 1975, c. 231, as amended, notice of this meeting was duly provided on January 29, 2020.

OATH OF OFFICE Mr. Scarantino officiated the Oath of Office to Mr. Richard Nunn for a 5-year term to expire 1/31/2025. Thereafter Mr. Scarantino turned the meeting over to Mr. Nunn as senior member present.

APPROVAL OF MINUTES – January 23, 2020

Motion to Approve by Mr. Damiano, Second by Mr. Nunn; and the roll call vote was: Mr. Nunn – yes, Mr. Damiano– Yes, and Mr. Scarantino – yes.

BUSINESS FROM THE FLOOR None

MATTERS FOR CONSIDERATION

- **Resolution – Acceptance of Scott Lynn Resignation**

Motion to Memorialize by Mr. Damiano, Second by Mr. Nunn; and the roll call vote was: Mr. Nunn – yes, Mr. Damiano– Yes, and Mr. Scarantino – yes.

- **Resolution - Approval of Tracie Hohnhorst as Acting Executive Director**

Motion to Approve by Mr. Damiano, Second by Mr. Nunn; and the roll call vote was: Mr. Nunn – yes, Mr. Damiano– Yes, and Mr. Scarantino – yes.

- **Resolution – Authorizing Tracie Hohnhorst, as Acting Executive Director, to Execute Documents**

Motion to Approve by Mr. Damiano, Second by Mr. Nunn; and the roll call vote was: Mr. Nunn – yes, Mr. Damiano– Yes, and Mr. Scarantino – yes.

- **Resolution - Approval of hiring Pamela Borek for recording monthly meeting minutes**

Motion to Memorialize by Mr. Damiano, Second by Mr. Nunn; and the roll call vote was: Mr. Nunn – yes, Mr. Damiano– Yes, and Mr. Scarantino – yes.

- **Resolution – Hiring of new employee Anthony Donnadio**

Motion to Memorialize by Mr. Damiano, Second by Mr. Nunn; and the roll call vote was: Mr. Nunn – yes, Mr. Damiano– Yes, and Mr. Scarantino – yes.

- **Resolution – The Purchase of CAM Superline Trailer**

Motion to Memorialize by Mr. Damiano, Second by Mr. Nunn; and the roll call vote was: Mr. Nunn – yes, Mr. Damiano– Yes, and Mr. Scarantino – yes.

- **Resolution – Approval of a Sewer Connection for 521 Farm Road – Block 151.13, Lot 20.02**

Motion to Approve by Mr. Damiano, Second by Mr. Nunn; and the roll call vote was: Mr. Nunn – yes, Mr. Damiano– Yes, and Mr. Scarantino – yes.

- **Resolution – Approval of a Sewer Connection for 1181 Millstone River Road, Block 191, Lot 7**

Motion to Approve by Mr. Damiano, Second by Mr. Nunn; and the roll call vote was: Mr. Nunn – yes, Mr. Damiano– yes, and Mr. Scarantino – yes.

- **Resolution – Approval of Sewer Connection for Hillsborough 206 Holdings, Block 200.2 Lot 4**

The matter was tabled until the February 19, 2020 meeting so that staff could provide further clarification on the status of the application and actions required at this time.

- **PEOSCH Purchases – Tabled till Feb 19, 2020 meeting**
- **AEA spring Utility Management Conference – March 10 & 11, Caesars, Atlantic City**

Mr. Damiano and Mr. Scarantino indicated they would not be attending the Conference this year. Mr. Nunn affirmed that he and Chairman Avolio would be attending.

DISCUSSION:

- **Update on Royce Brook Trunk Line**

It was agreed to ask Mr. Hasan to report on the capacity of the Royce Brook main(s) and the correct status of the retired section of dual pipe at the January 19, 2020 meeting. The feeling is that the retired section should be repaired/restored to full service.

- **Look First**

It was agreed that Mr. Nunn would collect the names of up to 3 local Computer services firms to obtain a needs assessment of the Authority's hardware and software systems.

- **2019 Report on Physical Conditions**

Mr. Nunn reviewed corrections to the draft report and identified a number of items he would ask staff to research.

REMINDER: Mr. Casagande will be here on February 19 at 7:00pm to perform the annual JIF training prior to the Annual Reorganization Meeting at 8pm.

ADJOURNMENT

There being no further business to come before the meeting, Mr. Damiano moved that the meeting be adjourned. The motion was seconded by Mr. Nunn and the roll call vote was unanimous for adjournment.