

**TOWNSHIP OF HILLSBOROUGH MUNICIPAL UTILITIES AUTHORITY
MEETING MINUTES
WEDNESDAY – FEBRUARY 23, 2022**

The Township of Hillsborough Municipal Utilities Authority held a scheduled meeting that began at approximately at 6:00 PM on Wednesday, February 23, 2022, with the following members present:

Michael Avolio
Robert Damiano (via teleconference)
Robert McCray
Rick Nunn
Frank Scarantino

Also present were Authority Executive Director Robert A. Hough, P.E. and Peter Cipparulo, III, Esq., General Counsel.

These minutes were prepared by Pamela Borek.

ANNOUNCEMENT – Open Public Meetings Act

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 March 3, 2021.

REORGANIZATION

The members began the business of reorganization.

OATH OF OFFICE

The Oath of Office was administered to Mr. Robert McCray for a 5 year term, beginning on February 1, 2022 and concluding January 31, 2027.

ELECTION OF OFFICERS

A motion was made by Mr. Scarantino, seconded by Mr. McCray nominating Mr. Avolio as Chairman to serve until the 2023 Reorganization Meeting. All those present voted in favor.

A motion was made by Mr. Scarantino to keep the remaining positions the same as 2021. Said motion received a second from Mr. Nunn and all those present voted in favor. Vice Chairman is Mr. Nunn, Secretary is Mr. Scarantino, Treasurer is Mr. Damiano and Assistant Treasurer / Secretary is Mr. McCray.

Additionally, there was a motion to keep the Committees for 2022 the same. Said motion was made by Mr. Scarantino, seconded by Mr. Nunn and all those present voted in favor.

MATTERS FOR CONSIDERATION

RESOLUTION # 22-0223-1 – Resolution Appointing Suplee, Clooney & Company as the Auditor for The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

WHEREAS, there exists a need for Professional Auditing Services to The Township of Hillsborough Municipal Utilities Authority (TTHMUA), and

WHEREAS, TTHMUA has determined and certified that the value of the contract may exceed \$17,500; and

WHEREAS, funds are available for this purpose, and

WHEREAS, the “New Jersey Pay to Play” Law, (N.J.S.A. 19:44A-20.4 et seq) requires that the resolution authorizing the award of contracts for “Professional Services” thru the ‘Fair and Open’ Process was publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by The Township of Hillsborough Municipal Utilities Authority as follows:

1. The Chairman and Secretary be and they are hereby authorized and directed to execute a certain agreement dated February 23, 2022 and filed with the Executive Director of the Authority between the Authority and Suplee, Clooney & Company, for 1 year, from March 1, 2022 to February 28, 2023.
2. The Executive Director shall publish a notice of award of said contract in the Courier News and Hillsborough Beacon in accordance with the provisions of the Local Public Contracts Law.

RESOLUTION # 22-0223-2 – Resolution Appointing Hawkins, Delafield & Wood, LLP as the Bond Counsel for The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

WHEREAS, there exists a need for Professional Bond Counsel Services to The Township of Hillsborough Municipal Utilities Authority (TTHMUA), and

WHEREAS, TTHMUA has determined and certified that the value of the contract may exceed \$17,500; and

WHEREAS, funds are available for this purpose, and

WHEREAS, the “New Jersey Pay to Play” Law, (N.J.S.A. 19:44A-20.4 et seq) requires that the resolution authorizing the award of contracts for “Professional Services” thru the ‘Fair and Open’ Process was publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by The Township of Hillsborough Municipal Utilities Authority as follows:

1. The Chairman and Secretary be and they are hereby authorized and directed to execute a certain agreement dated February 23, 2022 and filed with the Executive Director of the Authority between the Authority and Hawkins, Delafield & Wood, LLP, for 1 year, from March 1, 2022 to February 28, 2023.
2. The Executive Director shall publish a notice of award of said contract in the Courier News and Hillsborough Beacon in accordance with the provisions of the Local Public Contracts Law.

RESOLUTION # 22-0223-3 – Resolution Appointing the Law Offices of Peter Cipparulo, III, LLC as the General Counsel for The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

WHEREAS, there exists a need for Professional General Counsel Services consisting of legal advice and professional legal services to The Township of Hillsborough Municipal Utilities Authority (hereinafter the “Authority”); and

WHEREAS, TTHMUA has determined and certified that the value of the contract may exceed \$17,500; and

WHEREAS, funds are available for this purpose, and

WHEREAS, the “New Jersey Pay to Play” Law, (N.J.S.A. 19:44A-20.4 et seq) requires that the resolution authorizing the award of contracts for “Professional Services” thru the ‘Fair and Open’ Process was publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by The Township of Hillsborough Municipal Utilities Authority as follows:

1. The Chairman and Secretary be and they are hereby authorized and directed to execute a certain agreement dated February 23, 2022 and filed with the Executive Director of the Authority between the Authority and the Law Offices of Peter Cipparulo, III, LLC, for 1 year, from March 1, 2022 to February 28, 2023.
2. The Executive Director shall publish a notice of award of said contract in the Courier News and Hillsborough Beacon in accordance with the provisions of the Local Public Contracts Law.

RESOLUTION # 22-0223-4 – Resolution Appointing Cleary Giacobbe Alfieri & Jacobs, LLC as a Special Counsel for The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

WHEREAS, there exists a need for Professional Special Counsel Services who specializes in Authority law, special legal advice and professional legal services on an as needed basis, to The Township of Hillsborough Municipal Utilities Authority (TTHMUA); and

WHEREAS, TTHMUA has determined and certified that the value of the contract may exceed \$17,500; and

WHEREAS, funds are available for this purpose, and

WHEREAS, the “New Jersey Pay to Play” Law, (N.J.S.A. 19:44A-20.4 et seq) requires that the resolution authorizing the award of contracts for “Professional Services” thru the ‘Fair and Open’ Process was publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by The Township of Hillsborough Municipal Utilities Authority as follows:

1. The Chairman and Secretary be and they are hereby authorized and directed to execute a certain agreement dated February 23, 2022 and filed with the Executive Director of the Authority between the Authority and Cleary Giacobbe Alfieri & Jacobs, LLC, for 1 year, from March 1, 2022 to February 28, 2023.
2. The Executive Director shall publish a notice of award of said contract in the Courier News and Hillsborough Beacon in accordance with the provisions of the Local Public Contracts Law.

RESOLUTION # 22-0223-5 – Resolution Appointing H2M Associates, Inc. as a Consulting Engineer for The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

WHEREAS, there exists a need for Professional Consulting Engineer Services to The Township of Hillsborough Municipal Utilities Authority (TTHMUA); and

WHEREAS, TTHMUA has determined and certified that the value of the contract may exceed \$17,500; and

WHEREAS, funds are available for this purpose, and

WHEREAS, the “New Jersey Pay to Play” Law, (N.J.S.A. 19:44A-20.4 et seq) requires that the resolution authorizing the award of contracts for “Professional Services” thru the ‘Fair and Open’ Process was publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by The Township of Hillsborough Municipal Utilities Authority as follows:

1. The Chairman and Secretary be and they are hereby authorized and directed to execute a certain agreement dated February 23, 2022 and filed with the Executive Director of the Authority between the Authority and H2M Associates, Inc., for 1 year, from March 1, 2022 to February 28, 2023.
2. The Executive Director shall publish a notice of award of said contract in the Courier News and Hillsborough Beacon in accordance with the provisions of the Local Public Contracts Law.

RESOLUTION # 22-0223-6 – Resolution Appointing Van Note - Harvey Associates, Inc. as a Consulting Engineer for The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

WHEREAS, there exists a need for Professional Consulting Engineer Services to The Township of Hillsborough Municipal Utilities Authority (TTHMUA); and

WHEREAS, TTHMUA has determined and certified that the value of the contract may exceed \$17,500; and

WHEREAS, funds are available for this purpose, and

WHEREAS, the “New Jersey Pay to Play” Law, (N.J.S.A. 19:44A-20.4 et seq) requires that the resolution authorizing the award of contracts for “Professional Services” thru the ‘Fair and Open’ Process was publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by The Township of Hillsborough Municipal Utilities Authority as follows:

1. The Chairman and Secretary be and they are hereby authorized and directed to execute a certain agreement dated February 23, 2022 and filed with the Executive Director of the Authority between the Authority and Van Note – Harvey Associates, Inc., for 1 year, from March 1, 2022 to February 28, 2023.
2. The Executive Director shall publish a notice of award of said contract in the Courier News and Hillsborough Beacon in accordance with the provisions of the Local Public Contracts Law.

RESOLUTION # 22-0223-7 – Resolution Appointing Danskin Insurance Agency, Inc. as the Risk Management Consultant for The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

WHEREAS, the Township of Hillsborough Municipal Utilities Authority is a member of the New Jersey Utility Authorities Joint Insurance Fund, and

WHEREAS, the bylaws of said fund require that each Authority appoint a Risk Management Consultant to perform various professional services as detailed in the bylaws; and

WHEREAS, the judgmental nature of a Risk Management Consultant's duties renders comparative bidding impractical; and

WHEREAS, TTHMUA has determined and certified that the value of the contract may exceed \$17,500; and

WHEREAS, funds are available for this purpose, and

WHEREAS, the "New Jersey Pay to Play" Law, (N.J.S.A. 19:44A-20.4 et seq) requires that the resolution authorizing the award of contracts for "Professional Services" thru the 'Fair and Open' Process was publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by The Township of Hillsborough Municipal Utilities Authority as follows:

1. The Chairman and Secretary be and they are hereby authorized and directed to execute a certain agreement dated February 23, 2022 and filed with the Executive Director of the Authority between the Authority and Danskin Insurance Agency, Inc., for 1 year, from March 1, 2022 to February 28, 2023.
2. The Executive Director shall publish a notice of award of said contract in the Courier News and Hillsborough Beacon in accordance with the provisions of the Local Public Contracts Law.

RESOLUTION # 22-0223-8 – Resolution Adopting an Order of Business for Conducting Meetings of The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

BE IT RESOLVED that the general order of business set forth below be adopted by The Township of Hillsborough Municipal Utilities Authority to govern the proceedings of the Authority at all meetings until the Reorganization Meeting in February 2023.

1. Announcement of Compliance with "Open Public Meetings Act"
2. Roll Call
3. Disposition of Minutes of Prior Meetings
4. Business from the Floor
5. Correspondence

6. Matters for Consideration including but not limited to Public Hearings on all matters scheduled pursuant to public notice, such as rate resolutions, bond resolutions, receipt of bids, etc.
7. Discussion Items
8. Professional Reports from but not limited to Attorney(s), Auditor, Consulting Engineer(s), etc.
9. Committee Reports from but not limited to Engineering / Facilities, Finance, I/I and GIS, and Personnel
10. Somerset Raritan Valley Sewerage Authority (SRVSA)
11. Approval of Claims / Other Financial Matters
12. Adjournment

RESOLUTION # 22-0223-9 – Resolution Adopting the By-Laws of The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

BE IT RESOLVED that the By-Laws of the Township of Hillsborough Municipal Utilities Authority, dated February 2022 and as attached hereto, be adopted by The Township of Hillsborough Municipal Utilities Authority to govern The Township of Hillsborough Municipal Utilities Authority until the Reorganization Meeting in February 2023.

RESOLUTION # 22-0223-10 – Resolution Adopting and Authorizing the Publication of the Annual Meeting Calendar of The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

BE IT RESOLVED that in accordance with the provisions of the “Open Public Meetings Act,” (C, 321, P.L. 1975) the following schedule of public meetings of The Township of Hillsborough Municipal Utility Authority (TTHMUA) shall be adopted for the year ending February 28, 2023; and

BE IT FURTHER RESOLVED that said schedule be posted on TTHMUA’s Web site, advertised in the Hillsborough Beacon and the Courier-News, and that copies of said schedule be posted on the bulletin board of TTHMUA and filed with the Hillsborough Township Clerk.

**TOWNSHIP OF HILLSBOROUGH MUNICIPAL UTILITIES AUTHORITY
PUBLIC NOTICE**

In compliance with the “Open Public Meetings Act” (C, 321, P.L. 1975) of the State of New Jersey, PLEASE TAKE NOTICE that the Township of Hillsborough Municipal Utilities Authority will hold public meetings for the transaction of the Authority business in accordance with the following schedule:

**March 23, 2022
April 27, 2022**

**September 28, 2022
October 26, 2022**

May 25, 2022	November 22, 2022 (Tuesday)
June 22, 2022	December 14, 2022
July 27, 2022	January 25, 2023
August 24, 2022	February 22, 2023

PLEASE TAKE FURTHER NOTICE that all of the above listed meetings will commence at 6:00 P.M. at the offices of the Authority at 220 Triangle Road, Suite 234, in the Township of Hillsborough, County of Somerset, State of New Jersey.

Copies of this notice have been posted on the Authority's Web site and at the offices of the Authority, filed with the Hillsborough Township Clerk, and published in the Courier-News and the Hillsborough Beacon.

RESOLUTION # 22-0223-11 – Resolution Authorizing the Mailing of Meeting Notices and Fees of The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

BE IT RESOLVED by The Township of Hillsborough Municipal Utilities Authority that the Executive Director is hereby directed to mail the annual meeting notice and all 48-hour notices to any person so requesting same upon payment to the Authority of the sum of \$10.00 which is hereby declared to be the reasonable sum for each mailing to be made hereunder; provided, however, that mailing to the newspapers shall be without charge.

RESOLUTION # 22-0223-12 – Resolution Authorizing the Adoption of an Indemnification Policy for The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

BE IT RESOLVED by The Township of Hillsborough Municipal Utilities Authority that this Indemnification Policy is adopted, as follows:

Section 1. Except as hereinafter provided, The Township of Hillsborough Municipal Utilities Authority ("Authority") shall, upon the request of any present or former official, employee or appointee of the Authority provide for the indemnification and legal defense of any civil action brought against said person or persons arising from an act or omission falling within the scope of their public duties with the Authority.

Section 2. The terms of this Resolution and the definition of official, employee and appointee are to be construed liberally in order to effectuate the purposes of this Resolution, except that these terms shall not mean a) any person who is not a natural person; b) any person while providing goods or services of any kind under any contract with the Authority, except an employment contract; c) any person while providing legal or engineering services for compensation unless said person is an employee of the Authority; and d) any person who as a condition of his or her appointment or contract is required to indemnify and defend the Authority and/or secure insurance.

Section 3. The Authority shall provide for defense of and indemnify any present or former official, employee or appointee of the Authority who becomes a defendant in a civil action if the person or persons involved a) acted or failed to act in a matter in which the Authority has or had an interest; b) acted or failed to act in the discharge of a duty imposed or authorized by law; and c) acted or failed to take action in good faith. For purposes of this Resolution, the duty and authority of the Authority to defend and indemnify shall extend to a cross-claim or counterclaim against said person.

Section 4. The Authority shall not indemnify any person against the payment of punitive damages, penalties, or fines, but may provide for the legal defense of such claims in accord with the standards set forth herein. The Authority may refuse to provide for the defense and indemnification of any civil action referred to herein if the Authority determines that a) the act or omission did not occur within the scope of a duty authorized or imposed by law; b) the act or failure to act was the result of actual fraud, willful misconduct or actual malice of the person requesting defense and indemnification; or c) the defense of the action or proceeding by the Authority would create a conflict of interest between the Authority and the person or persons involved.

Section 5. In any other action or proceeding, including criminal proceedings, the Authority may provide for the defense of a present or former official, employee or appointee, if the Authority concludes that such representation is in the best interest of the Authority and that the person to be defended acted or failed to act in accord with the standards set forth in this Resolution.

Section 6. Whenever the Authority provides for the defense of any action set forth herein and as a condition of such defense, the Authority may assume exclusive control over the representation of such persons defended and such person shall cooperate fully with the Authority.

Section 7. The Authority may provide for the defense pursuant to this Resolution by authorizing its General Counsel to act on behalf of the person being defended or by employing other counsel for this purpose or by asserting the right of the Authority under any appropriate insurance policy that requires the insurer to provide defense.

Section 8. This Resolution shall take effect immediately.

RESOLUTION # 22-0223-13 – Resolution Designating the Official Newspapers of The Township of Hillsborough Municipal Utility Authority (TTHMUA)

BE IT RESOLVED that the Hillsborough Beacon and the Courier News be and are hereby designated the official newspapers of The Township of Hillsborough Municipal Utility Authority.

RESOLUTION # 22-0223-14 – Resolution Establishing the Office Hours and Holiday Schedule of The Township of Hillsborough Municipal Utility Authority (TTHMUA)

BE IT RESOLVED that the offices of The Township of Hillsborough Municipal Utility Authority shall be open from 9:00 A.M. until 4:00 P.M. daily Monday through Friday; and

BE IT FURTHER RESOLVED that the offices of the Authority shall be closed in observance of the following holidays as well as such other holidays as may be declared from time to time by resolution of the Authority:

New Year's Day	Columbus Day
Martin Luther King Day	General Election Day
Lincoln's Birthday	Veteran's Day
Presidents Day	Thanksgiving Day
Good Friday	Thanksgiving Friday
Memorial Day	Christmas Day
Independence Day	Day after Christmas
Labor Day	

RESOLUTION # 22-0223-15 – Appointing Robert A. Hough, P.E., Executive Director of The Township of Hillsborough Municipal Utilities Authority (TTHMUA) as the Certifying Officer and Collector of Charges of TTHMUA

BE IT RESOLVED by The Township of Hillsborough Municipal Utilities Authority, in accordance with N.J.S.A. 40:14B-18, that Robert A. Hough, P.E., Executive Director of The Township of Hillsborough Municipal Utilities Authority, be and is hereby appointed Certifying Officer and Collector of Charges of The Township of Hillsborough Municipal Utilities Authority.

RESOLUTION # 22-0223-16 – Resolution Appointing Robert A. Hough, P.E., Executive Director of The Township of Hillsborough Municipal Utilities Authority (TTHMUA) as the Public Agency Compliance Officer of TTHMUA

BE IT RESOLVED by The Township of Hillsborough Municipal Utilities Authority, in accordance with N.J.A.C. 17:27-3.5, that Robert A. Hough, P.E., Executive Director of The Township of Hillsborough Municipal Utilities Authority, be and is hereby appointed Public Agency Compliance Officer of The Township of Hillsborough Municipal Utilities Authority.

RESOLUTION # 22-0223-17 – Resolution Adopting a Cash Management Plan for The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

BE IT RESOLVED that the following Cash Management Plan be adopted by the Township of Hillsborough Municipal Utilities Authority and the Executive Director be authorized to implement said plan:

1. All funds received by the Authority shall be deposited in designated depositories within 24 hours of receipt.
2. All funds shall be deposited in interest bearing accounts.
3. The Executive Director is hereby authorized to negotiate the purchase and sale of U.S. Government obligations, or to invest in time open accounts or certificates of deposit, whichever shall provide the most favorable rates of interest.
4. All claims shall be approved for payment by a majority of the members and checks shall be issued in payment of said claims in accordance with the authorization for disbursements adopted by the Authority.

RESOLUTION # 22-0223-18 – Resolution Designating the Official Depositories for The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

BE IT RESOLVED that the following banks be designated as Depositories for funds of The Township of Hillsborough Municipal Utilities Authority until the Reorganization Meeting in February 2023.

Affinity Credit Union	Amboy National Bank
Bank of America	Chase Bank
Constitution National Bank	Financial Resources Federal Credit Union
Fulton Bank	Peapack Gladstone Bank
PNC Bank	Provident Bank
TD Bank	Valley National Bank
Wells Fargo Bank NA	Unity Bank

BE IT FURTHER RESOLVED that the Treasurer be and is hereby authorized to assign the various accounts of the Authority to any of the above-named depositories.

RESOLUTION # 22-0223-19 – Resolution Authorizing Disbursements for The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

BE IT RESOLVED that all disbursements of The Township of Hillsborough Municipal Utilities Authority Operating Fund, Construction Fund, General Fund, and Inspection Trust Fund shall be made by checks signed by any two members of the Authority and countersigned by the Executive Director.

BE IT FURTHER RESOLVED that all disbursements of The Township of Hillsborough Municipal Utilities Authority Petty Cash Account be made by checks signed by any member of the Authority and the Executive Director of the Authority; and

BE IT FURTHER RESOLVED that all disbursements of The Township of Hillsborough Municipal Utilities Authority Revenue Fund transmitting revenues to the Trustee be made by checks signed by any one of the following:

Chairman	Vice-Chairman
Secretary	Treasurer
Asst. Secretary/Treasurer	Executive Director

RESOLUTION # 22-0223-20 – Resolution Authorizing Payroll Disbursements for The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

BE IT RESOLVED that salaries and wages be paid by checks disbursed from the payroll account on a biweekly, monthly or quarterly basis as elected by the employees, said checks to be signed by any one of the following:

Chairman	Vice-Chairman
Secretary	Treasurer
Asst. Secretary/Treasurer	Executive Director

RESOLUTION # 22-0223-21 – Resolution Authorizing Investments for The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

BE IT RESOLVED that the Executive Director is hereby authorized to negotiate the purchase and sale of U.S. Government obligations, or to invest in time open accounts or certifications of deposit, whichever is the most favorable to achieve the best program for the investment of Authority funds; and

BE IT FURTHER RESOLVED that all such transactions shall be reported to the Board at the following regular meeting of the Authority.

A motion to approve the consent agenda was made by Mr. Nunn, seconded by Mr. Scarantino and all present voted in favor of the above consent agenda items.

The 2022 Reorganization meeting adjourned at approximately 6:10 pm.

REGULAR MEETING AGENDA

The Township of Hillsborough Municipal Utilities Authority continued with a scheduled meeting that began at approximately 6:11 pm on Wednesday, February 23, 2022, with the following members present:

Michael Avolio
Robert Damiano (via teleconference)
Robert McCray
Rick Nunn
Frank Scarantino

Also present were Authority Executive Director Robert A. Hough, P.E. and Peter Cipparulo, III, Esq., General Counsel.

APPROVAL OF MINUTES

January 26, 2022 Regular Session Minutes - Motion to approve by Mr. Scarantino, second by Mr. Nunn and the roll call vote was: Chairman Avolio -yes, Mr. Nunn – yes and Mr. Scarantino. Mr. Damiano and Mr. McCray abstained.

BUSINESS FROM THE FLOOR

None at this time

CORRESPONDENCE

None at this time

MATTERS FOR CONSIDERATION

RESOLUTION # 22-0223-22 - Resolution Authorizing Approval of a Sanitary Sewer Extension for Harvesters Gospel Center, Inc. for the Harvest Gospel Church, 490 Hillsborough Road, Block 203.10, Lot 30 in the Township of Hillsborough

WHEREAS, Harvesters Gospel Center, Inc., 12 Lilac Lane, Somerset, New Jersey has requested a sanitary sewer extension for the project known as Harvest Gospel Church, 490 Hillsborough Road located on Block 203.10, Lot 30 in the Township of Hillsborough, Somerset County, New Jersey; and

WHEREAS, the proposed project consists of a 5,800 square-foot church that will have 180 seats (180 seats x 3 gpd per seat = 540 gpd) and an existing house which will be repurposed for a 2,635

square-foot (2,635 square-feet x 0.100 gpd per square-foot = 263 gpd) parsonage with small meeting rooms for group prayer and youth groups; and

WHEREAS, in addition, there will be a sanitary sewer lateral constructed to serve an existing single family dwelling (300 gpd) at 500 Hillsborough Road (Block 203.10, Lot 29); and

WHEREAS, the total wastewater flow to be generated from this project is 1,103 GPD and will be conveyed via TTHMUA facilities to the Somerset Raritan Valley Sewerage Authority; and

WHEREAS, the connection of the proposed connections will be via a gravity sewer; and

WHEREAS, plan sheets 5 of 10 and 9 of 10 entitled “Harvest Gospel Center, Lot 30, Block 203.10, in Township of Hillsborough, Somerset County, New Jersey prepared by Stires Associates, P.A. dated 10/22/2019, last revised 02/10/2022” has been reviewed by the Township of Hillsborough Municipal Utilities Authority staff.

NOW, THEREFORE, BE IT RESOLVED by the Township of Hillsborough Municipal Utilities Authority that this sanitary sewer connection be approved subject to the following conditions:

1. TTHMUA review memo of February 15, 2022.
2. Approval of the Somerset Raritan Valley Sewerage Authority.
3. As-built plans of the sanitary sewer connection shall be prepared by the applicant’s engineer. Two (2) sets shall be provided to the Authority in reproducible form on mylar. In addition, the plans should be submitted in electronic computer aided design (CAD) format.
4. Performance Bond and inspection fees in the amounts established by the Authority shall be provided to the Township of Hillsborough Municipal Utilities Authority for the proposed sewerage facilities prior to construction, as may be applicable.
5. Maintenance Bond in the amount and form required by the Township of Hillsborough Municipal Utilities Authority shall be provided to the Authority for a period of up to two (2) years from the date of release of the Performance Bond, as may be applicable.
6. All on-site sanitary sewer facilities such as sewer mains and force mains, laterals and connections shall be the responsibility of the owner.
7. Approval shall remain in effect for a period of two (2) years, at which time, if construction of the facilities has not been initiated, re-approval will be required.

BE IT FURTHER RESOLVED that this project be forwarded to the Somerset Raritan Valley Sewerage Authority for approval and the Executive Director be authorized to execute applications required in connection with said submittal.

Mr. Hough reported that normally this would not be a resolution, however, to memorialize the fact that the neighbor is being served as well, this was an appropriate action.

A motion was made by Mr. Damiano, seconded by Mr. McCray, and all those present voted in favor.

DISCUSSION

Remnants of Hurricane Ida – TTHMUA Impacts / Update on Insurance Claims

○ Sunnymeade Pump Station

Mr. Hough reported that he continues to have weekly status update meetings with FEMA and NJOEM. All data has been entered thus far and now waiting for FEMA to respond.

Mr. Nunn inquired about the temporary equipment and Mr. Hough reported that it has been and will be placed in areas that were not flooded during Ida.

Sunnymeade Pump Station and Force Main Project

- **Design / Easement Update**
 - **Pump Station design and permit submissions and modification due to remnants of Hurricane Ida and NJDEP Water Bank Financing Program**
- **Copart Update**
- **Green Acres Update**
 - **Tree planting in the park approved**
- **Norfolk Southern Railway Company Agreement**
- **Santos Property**
 - **Issues with proposed realignment**
- **Flow Meter Installation**
 - **Pump Station Design Flows**
- **NJDEP Water Bank Financing Program**
 - **Status / Update**

Mr. Hough reported that NJDEP accepted Grubb's Cultural Resource Survey report and no further studies are required. The flow meters at the Sunnymeade pump station have been removed. Two (2) months of data was collected including peaks and several rainfall events. A meeting with SRVSA is being scheduled to review the flow data. NJDEP has provided favorable feedback on the relocation of pump station and generator, this will now require new / revised applications to be submitted along with revised plans. Mr. Hough presented a draft resolution for consideration for additional scope of work by Van Note - Harvey for the additional engineering and permitting services needed.

RESOLUTION # 22-0223-23 - Resolution Authorizing the Executive Director to Execute an Agreement with Van Note – Harvey Associates, Inc. (VNHA) for Additional Engineering and Permitting Services Related to the Sunnymeade Pump Station

WHEREAS, as a result of the record flooding resulting from the remnants of Hurricane Ida in September 2021, The Township of Hillsborough Municipal Utilities Authority (TTHMUA) and Van Note – Harvey Associates, Inc. (VNHA) have been working with the New Jersey Department of Environmental Protection (NJDEP) concerning modifications to the existing Sunnymeade Pump Station design drawings and permits; and

WHEREAS, additional engineering design services and permitting services are required to develop documents that take into account the record flood elevations experienced from the remnants of Hurricane Ida in September 2021; and

WHEREAS, VNHA has provided TTHMUA with a scope of services and estimated not to exceed fees for \$77,500.00 to prepare revised design documents and permit applications; and

WHEREAS, the Executive Director recommends that said work be completed and submitted to the NJDEP for revised approvals and permits.

NOW, THEREFORE, BE IT RESOLVED by the Township of Hillsborough Municipal Utilities Authority that the Executive Director is hereby authorized to execute an agreement with Van Note – Harvey Associates, Inc. for additional engineering and permitting services related to the Sunnymeade Pump Station.

A motion was made by Mr. Scarantino, seconded by Mr. McCray, and all those present voted in favor.

Blackwell’s Mills Pump Station Replacement

- **Project Status**
 - **Treatment Works Approval (TWA) is pending**

Previous issue resolved regarding the Wastewater Management Plan (WMP) and the TWA is expected by next week.

Rehabilitation of Route 206 Gravity Sanitary Sewer Laterals

- **Project Status**
 - **Project schedule update**

Mostly completed and should be finalized in mid-March.

Mulford Lane Pump Station Replacement

- **Project Status**
 - **Design work update**

Progress meeting with H2M is scheduled for this week. There is a consideration to possibly do the generator work ahead of the rest of the project.

2021 Facilities Plan Update

All data has been received and the report will be updated and finalized. It will then be sent out to the Board.

2022 Summary Will Serve Letters & Sewer Connection Letters

No projects added.

2022 Summary Sewer Connection Letters

One new project added.

COMMITTEE REPORTS

Engineering / Facilities – No report at this time

Finance – No report at this time.

I/I and GIS – No report at this time.

Personnel – Mr. Hough reported that there is an advertisement out for the current open position and resumes are being accepted.

Miscellaneous Discussion

Chairman Avolio asked for a Flag to be placed in the board room as well as a TV screen.

Mr. Hough reported the vehicle GPS is providing good data.

SRVSA REPORT – no report.

CLAIMS LIST

- **Operating Fund** \$ 1,147, 314.23
- **General Fund** \$ 32,064.45

Motion to approve claims lists was made by Mr. Nunn, seconded by Mr. Scarantino and all those present voted in favor.

ADJOURNMENT

Motion to adjourn was made at 6:55 pm by Mr. McCray, seconded by Mr. Scarantino, and all those present voted in favor and the regular meeting adjourned.