

**TOWNSHIP OF HILLSBOROUGH MUNICIPAL UTILITIES AUTHORITY  
MEETING MINUTES  
WEDNESDAY – JANUARY 26, 2022**

The Township of Hillsborough Municipal Utilities Authority held a scheduled meeting that began at approximately at 6:00 PM on Wednesday, January 26, 2022, with the following members present:

Michael Avolio  
Richard Nunn  
Frank Scarantino

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

Robert Damiano and Robert McCray were noted as absent.

Ms. Borek prepared these meeting minutes.

**ANNOUNCEMENT – Open Public Meetings Act**

Following the roll call, Chairman Avolio made the following announcement: In accordance with the provisions of the Open Public Meetings, Act, P.L 1975, c. 231, notice of this meeting was duly provided on March 3, 2021.

**APPROVAL OF MINUTES**

**December 15, 2021 Regular Session Meeting Minutes FS, RN**

Mr. Scarantino made a motion to approve the minutes, second by Mr. Nunn, and the roll call vote was: Chairman Avolio - yes, Mr. Nunn –yes, Mr. Scarantino – yes.

**BUSINESS FROM THE FLOOR**

None at this time

**CORRESPONDENCE**

None at this time

**MATTERS FOR CONSIDERATION**

**RESOLUTION # 22-0126-1 – Resolution Authorizing Reduction of Existing Performance Bond (Bond # CT024836) to Thirty Percent (30%) of Original Amount for Shelburne Estates Phase II**

**WHEREAS**, the Township of Hillsborough Municipal Utilities Authority (TTHMUA) passed a resolution on May 22, 2019 approving an application for the development known as Shelburne Place (aka: Estates), Block 204.04, Lot 25, in the Township of Hillsborough, Somerset County, New Jersey; and

**WHEREAS**, on January 16, 2020, MAAC Development Group, Inc. provided TTHMUA with a Performance Bond, Bond # CT024836, from First Indemnity of America Insurance Company in the amount of \$76,632.00; and

**WHEREAS**, MAAC Development Group, Inc. has requested that since the sanitary sewer work in the above stated Phase II has been completed that the Performance Bond provided to TTHMUA be reduced to Thirty Percent (30%) of the original amount; and

**WHEREAS**, TTHMUA staff has reviewed this request, inspected the project, found all work in Phase II to be complete and recommends that the Performance Bond be reduced to Thirty Percent (30%) of the original amount or \$22,989.60.

**NOW, THEREFORE, BE IT RESOLVED**, that Performance Bond # CT024836 from First Indemnity of America Insurance Company dated January 16, 2020 for the project known as Shelburne Estates Phase II in the amount of \$76,632.00 be reduced to Thirty Percent (30%) or \$22,989.60.

Mr. Hough explained that this resolution authorizes the reduction of the bond by 30% since the sanitary sewer work is complete. There remains one (1) House Certificate of Occupancy (CO) to be issued.

A motion was made by Mr. Scarantino, second by Mr. Nunn and the roll call vote was: Chairman Avolio -yes, Mr. Nunn –yes and Mr. Scarantino – yes.

## **DISCUSSION**

### **Professional Contracts for 2022**

Mr. Scarantino and Mr. Damiano had previously offered to review the submissions. Mr. Hough reported that the submissions were consistent with the previous year. Based on current performance, Mr. Hough did not see any reason to change professionals. Mr. Hough will prepare the necessary documents for the February Reorganization meeting.

### **Remnants of Hurricane Ida – TTHMUA Impacts / Status**

#### **Sunnymeade Pump Station**

#### **Other Pump Stations and Facilities**

Mr. Hough reported that the work with FEMA is moving forward. He reiterated his comments from the previous meeting regarding the Insurance Carrier's denial for reimbursement because of the 100 year flood plan, despite the building being in a higher elevation than the flood plan. There was discussion regarding further looking into this matter. Apparently since a portion of the property is in the flood plan it impacts the entire parcel, despite portions being of a higher elevation. Mr. Hough will revisit this with the Insurance Carrier regarding flood insurance and report back to the membership his findings.

**Sunnymeade Pump Station and Force Main Project**

**Design / Easement Update**

**Copart Update**

**Green Acres Update - Status of Tree planting in the park**

**Norfolk Southern Railway Company Agreement**

**Santos Property - Issues with proposed realignment**

**Flow Meter Installation – Pump Station Design Flows**

**NJDEP Water Bank Financing Program**

Mr. Hough reported that there will be a teleconference with DEP on January 27, 2022 to discuss the flood elevation and any adjustments to the elevation to the pump station. Richard Grubb Associates completed the Stage 1 report and determined that there was no need for any additional survey work. The report has been submitted to NJDEP for their review. NJDEP has acknowledged receipt and will review it starting next week. Regarding the ground analysis, thirteen items were found, but nothing of significance. Over one hundred twenty (120) holes were dug, prior to the survey work NJDEP signed off on the analysis / work areas and it did not disturb the Coparts area. It was reported that Flow Assessments continues to meter flows at the Sunnymeade Pump Station and good flow data has been collected. The data and report will be complete in February. A phone call was received last week from a representative from Klein and the neighbor to schedule a meeting with both property owners to discuss the sanitary sewer alignment and connections.

Mr. Scarantino inquired as to ensuring there is no conflict with all of the gas main replacement work on Camplain Road. Mr. Hough confirmed.

**Blackwell's Mills Pump Station Replacement (TTHMUA Contract No. 51)**

NJDEP advised TTHMUA that the pump station site is not in the Wastewater Management Plan (WMP) sewer service area, despite the development that it serves being in the WMP service area. This will most likely be resolved in the coming week and the issuance of a permit should follow that resolution.

**Rehabilitation of Route 206 Gravity Sanitary Sewer Laterals (TTHMUA Contract No. 52)**

The drawings have been submitted but there is no date to start the work.

**Mulford Lane Pump Station Replacement (TTHMUA Contract No. 53)**

A design project update meeting with H2M is scheduled for next week to review this and all current projects. Draft documents will be forth coming.

**2021 Facilities Plan Update**

There is some pending data from SVRSA related to December 2021 and the Fourth Quarter of 2021. Once the data is received, the plan will be completed. A draft plan has been emailed to all Board Members

**Will Serve Letters**

No new services

**Service Connection**

No new connections

**Miscellaneous Discussion**

**Vehicle GPS** – The vehicle GPS equipment was installed on January 17, 2022. Mr. Hough will be receiving training on the system this week. The system provides a great deal of data.

**COMMITTEE REPORTS**

Personnel: Mr. Hough reported that Bobby Howell leaving TTHMUA for a position at New Jersey American Water in their sanitary sewer division.

**CLAIMS LISTS**

- **Operating Fund**                      \$ 284,322.73
- **General Fund**                         \$ 36,405.57

Motion to approve Claims Lists was made by Mr. Nunn, seconded by Mr. Scarantino, all present were in favor.

**ADJOURNMENT**

Motion to adjourn was made at 6:31 pm by Mr. Scarantino, seconded by Mr. Nunn and the regular meeting adjourned.