



**TOWNSHIP OF HILLSBOROUGH MUNICIPAL UTILITIES AUTHORITY  
MEETING MINUTES  
MONDAY – MARCH 10, 2025**

The Township of Hillsborough Municipal Utilities Authority held a meeting that began at approximately 9:00 AM on Monday, March 10, 2025, with the following members present:

Michael Avolio  
Robert McCray  
Richard Nunn

Also, present Executive Director Pamela Borek.

**ANNOUNCEMENT – Open Public Meetings Act**

In accordance with the provisions of Section 5 of the Open Public Meetings Act, Chapter 231 of the Public Laws of 1975, notice of this meeting was made by notifying the officially designated newspaper and the Hillsborough Township Clerk that this meeting would take place on March 10, 2025, at 9:00 am.

**PLEDGE OF ALLEGIANCE**

**DISCUSSION**

The following was brought forth in the Director’s Report:

ED Borek previously shared job descriptions for various part time seasonal and intern positions for the Board to review. She advised she is seeking interns from nearby colleges and universities.

An analysis of the starting salary was also conducted and the results provided to the Board for consideration as it related to COLA. Recommendations by the ED were further provided to the Board.

**Facilities**

Sunnymead Pump Station – ED reported that we are in the process of obtaining quotes for the replacement of the gate valves.

**Finance**

It was proposed to introduce the Connection Fee Schedule in April and adopt it in May, effective June 1<sup>st</sup>.

An analysis regarding a service rate increase was provided for consideration, but no decision was made.

Regarding the budget timeline, it was proposed that a draft will be completed for the June / July timeframe, introduction in September and adopt in October (or sooner if desirous).

**Miscellaneous Items**

ED Borek advised that she requested AEA to send out Electric Vehicle Charging Stations within SSA Easements and the responses varied by authority. Some authorities prohibit any access within their easements and others review on a case-by-case basis and approve accordingly. For the time being the response is no from TTHMUA regarding these requests.

ED Borek was directed to reach out to DPW regarding excess woodchips for the use on the easements.

**PUBLIC COMMENT** *(for matters not on the agenda)*

None at this time

**ADJOURNMENT**

With no further business to discuss, a motion was made by Mr. McCray, seconded by Mr. Avolio to adjourn the meeting at 10:21 pm and all those present voted in favor.