

MINUTES
TOWNSHIP OF HILLSBOROUGH
MUNICIPAL UTILITIES AUTHORITY

ORGANIZATION MEETING

February 27, 2019

The Township of Hillsborough Municipal Utilities Authority met at a regular monthly meeting on Wednesday, February 27, 2019, with the following members present:

Michael Avolio
Richard Nunn
Robert McCray
Robert Damiano

Also present was Scott Lynn, Executive Director. Absent was member Mr. Scarantino and General Counsel.

Roll Call

Announcement of Compliance with 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 as part of the annual meeting notice on March 3, 2018.

Resolution – Appointing Frank Scarantino to a Five-year Term

Mr. Lynn reported that Mr. Scarantino was appointed by the Hillsborough Township Committee to the Authority on February 12, 2019 for a five-year term until February 1, 2024.

Due to Mr. Scarantino not being in attendance at the February meeting, the oath of office was then be tabled until the March 27, 2019 meeting or the next available meeting thereafter.

Election of Officers:

Mr. Lynn, acting as Chairman Pro Tem, called for nominations for Chairman to serve until the reorganization meeting in February, 2020.

Mr. Nunn moved that Mr. Avolio be nominated Chairman until the reorganization meeting in February, 2020.

The motion was seconded by Mr. McCray, and the roll call vote was: Mr. Nunn – yes, Mr. McCray – yes, Mr. Avolio – yes, and Mr. Damiano – yes.

Chairman Avolio then called for nominations for Vice-Chairman until the reorganization meeting in February, 2020.

Mr. McCray moved that Mr. Nunn serve as Vice-Chairman until the reorganization meeting in February 2020.

The motion was seconded by Chairman Avolio, and the roll call vote was: Mr. Nunn – yes, Mr. McCray – yes, Chairman Avolio – yes, and Mr. Damiano – yes

Chairman Avolio then called for nominations for Secretary to serve until the reorganization meeting in February, 2020.

Mr. Nunn moved that Mr. Scarantino serve as Secretary until the reorganization meeting in February, 2020.

The motion was seconded by Mr. Damiano, and the roll call vote was: Mr. Nunn – yes, Mr. McCray – yes, Chairman Avolio – yes, and Mr. Damiano – yes

Chairman Avolio then called for nominations for Treasurer to serve until the reorganization meeting in February, 2020.

Mr. McCray moved that Mr. Damiano serve as Treasurer until the reorganization meeting in February, 2020.

The motion was seconded by Mr. Nunn, and the roll call vote was: Mr. Nunn – yes, Mr. McCray – yes, Chairman Avolio – yes, and Mr. Damiano – yes.

Chairman Avolio then called for nominations for Assistant Secretary-Treasurer to serve until the reorganization meeting in February, 2020.

Mr. Nunn moved that Mr. McCray serve as Assistant Secretary-Treasurer until the reorganization meeting in February, 2020.

The motion was seconded by Mr. Avolio and the roll call vote was: Mr. Nunn – yes, Mr. McCray – yes, Chairman Avolio – yes, and Mr. Damiano – yes.

Adoption of Order of Business

Chairman Avolio introduced the following resolution and moved that it be adopted:

BE IT RESOLVED that the 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 Organization Meeting in February, 2020.

1. Roll Call
2. Announcement of Compliance with "Open Public Meetings Act"
3. Disposition of Minutes of Prior Meetings
4. Public Hearings on all matters scheduled pursuant to public notice, such as rate resolutions, bond resolutions, receipt of bids, etc.
5. Business from the floor
6. Reports of -
 - (a) Engineer
 - (b) Consulting Engineer
 - (c) Auditor
 - (d) Attorney
7. Consideration of Matters Requiring Action
8. Consideration of New Matters and Correspondence
9. Approval of Claims
10. Investments
11. Business from the Floor
12. Adjournment

Resolution Re: Adoption and Publication of Annual Meeting Calendar:

Mr. Nunn introduced the following resolution and moved that it be adopted:

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 shall be adopted for the year ending February 29, 2020; and

BE IT FURTHER RESOLVED that said schedule be posted on the Authority'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 the Authority and filed with the 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 27, 2019	September 25, 2019
April 24, 2019	October 23, 2019
May 22, 2019	November 26, 2019
June 26, 2019	December 18, 2019
July 24, 2019	January 22, 2020
August 28, 2019	February 26, 2020

PLEASE TAKE FURTHER NOTICE that all of the above listed meetings will commence at 8:00 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, at the offices of the Authority, filed with the Hillsborough Township Clerk, published in the Courier-News and the Hillsborough Beacon papers.

Scott G. Lynn, Executive Director

THE TOWNSHIP OF HILLSBOROUGH
MUNICIPAL UTILITIES AUTHORITY

The motion and resolution were seconded by Mr. Nunn, and the roll call vote was: Mr. Nunn – yes, Mr. McCray – yes, Chairman Avolio – yes, and Mr. Damiano – yes

Resolution Re: Mailing of Meeting Notices and Fees;

Chairman Avolio introduced the following resolution and moved that it be adopted:

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.

The motion and resolution were seconded by Mr. Nunn, and the roll call vote was: Mr. Nunn – yes, Mr. McCray – yes, Chairman Avolio – yes, and Mr. Damiano – yes.

Resolution Re: Adoption of By-Laws:

Chairman Avolio introduced the following resolution and moved that it be adopted:

BE IT RESOLVED that the following By-Laws of The Township of Hillsborough Municipal Utilities Authority be adopted.

The motion and resolution were seconded by Mr. Nunn, and the roll call vote was: Mr. McCray – yes, Mr. Nunn – yes, Chairman Avolio – yes, and Mr. Damiano – yes.

Resolution Re: Indemnification:

Chairman Avolio introduced the following resolution and moved that it be adopted:

BE IT RESOLVED by The Township of Hillsborough Municipal Utilities Authority this 27th day of February 2019, 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.

The motion and resolution were seconded by Mr. Nunn, and the roll call vote was: Mr. McCray – yes, Mr. Nunn – yes, Chairman Avolio – yes, and Mr. Damiano – yes

Appointment of General Counsel

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

WHEREAS, the Authority 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 27, 2019 and filed with the Executive

Director of the Authority between the Authority and Law Firm of Peter Cipparulo III, Esq., for 1 year from March 1, 2019 to February 29, 2020.

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.

The motion and resolution were seconded by Mr. Nunn, and the roll call vote was: Chairman Avolio –yes, Mr. McCray - yes, Mr. Nunn – yes, and Mr. Damiano - yes.

Appointment of Special Counsel

WHEREAS, there exists a need for Special Counsel 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 (hereinafter the “Authority”); and

WHEREAS, the Authority 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 March 1, 2019 and filed with the Executive Director of the Authority between the Authority and John Napolitano, Esq. of Cleary, Giacobbe, Alfieri and Jacobs, LLC, for 1 year from March 1, 2019 to February 29, 2020.
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.

The motion and resolution were seconded by Mr. Nunn, and the roll call vote was: Chairman Avolio –yes, Mr. McCray - yes, Mr. Nunn – yes, and Mr. Damiano - yes.

Appointment of Auditor:

Chairman Avolio introduced the following resolution and moved that it be adopted:

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

WHEREAS, the Authority 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 27, 2019 and filed with the Executive Director of the Authority between the Authority and Suplee, Clooney & Company, for 1 year, from March 1, 2019 to February 29, 2020.
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.

The motion and resolution were seconded by Mr. Nunn, and the roll call vote was: Chairman Avolio –yes, Mr. McCray - yes, Mr. Nunn – yes, and Mr. Damiano - yes.

Appointment of Consulting Engineer:

Chairman Avolio introduced the following resolution and moved that it be adopted:

WHEREAS, there exists a need for the services of a Consulting Engineering firm to The Township of Hillsborough Municipal Utilities Authority; and

WHEREAS, the Authority 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, and;

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 27, 2019 and filed with the Executive Director of the Authority between the Authority and Van Note-Harvey Associates, for 1 year, from March 1, 2019 to February 29, 2020.
2. The Executive Director shall publish a notice of the award of said contract in the Courier News and Hillsborough Beacon in accordance with the provisions of the Local Public Contracts Law.

The motion and resolution were seconded by Mr. Nunn, and the roll call vote was: Chairman Avolio –yes, Mr. McCray - yes, Mr. Nunn – yes, and Mr. Damiano - yes.

Appointment of Professional Engineer:

Chairman Avolio introduced the following resolution and moved that it be adopted:

WHEREAS, there exists a need for the services of a Professional Engineer by The Township of Hillsborough Municipal Utilities Authority (hereinafter the “Authority”), 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 March 1, 2019 and filed with the Executive Director of the Authority between Jerome A. Harris, P. E., P.P. of CME Associates, for 1 year, from March 1, 2019 to February 29, 2020.
2. The Executive Director shall publish a notice of the award of said contract in the Courier News and the Hillsborough Beacon in accordance with the provisions of the Local Public Contracts Law.

The motion and resolution were seconded by Mr. Nunn, and the roll call vote was: Chairman Avolio –yes, Mr. McCray - yes, Mr. Nunn – yes, and Mr. Damiano - yes.

Appointment of Risk Management Consultant:

Chairman Avolio introduced the following resolution and moved that it be adopted:

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, the Authority has determined and certified that the value of the contract may exceed \$17,500; 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 27, 2019 and filed with the Executive Director of the Authority between the Danskin Insurance Agency, as its Risk Management Consultant in accordance with the bylaws of the New Jersey Utility Authorities Joint Insurance Fund, for 1 year, from March 1, 2019 to February 20, 2020.
2. The Executive Director shall publish a notice of the award of said contract in the Courier News and Hillsborough Beacon in accordance with the provisions of the Local Public Contracts Law.

The motion and resolution were seconded by Mr. Nunn, and the roll call vote was: Chairman Avolio –yes, Mr. McCray - yes, Mr. Nunn – yes, and Mr. Damiano - yes.

Appointment of Operations Consultant:

Chairman Avolio introduced the following resolution and moved that it be adopted:

WHEREAS, there exists a need for the services of an Operations Consultant to The Township of Hillsborough Municipal Utilities Authority; 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, and;

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

3. The Chairman and Secretary be and they are hereby authorized and directed to execute a certain agreement dated February 27, 2019 and filed with the Executive Director of the Authority between the Authority and DFR Consulting, for 1 year, from March 1, 2019 to February 29, 2020.
4. The Executive Director shall publish a notice of the award of said contract in the Courier News and Hillsborough Beacon in accordance with the provisions of the Local Public Contracts Law.

The motion and resolution were seconded by Mr. Nunn, and the roll call vote was: Chairman Avolio –yes, Mr. McCray - yes, Mr. Nunn – yes, and Mr. Damiano - yes.

Designation of Executive Director as “Authority Officer”:

Chairman Avolio introduced the following resolution and moved that it be adopted:

BE IT RESOLVED, by The Township of Hillsborough Municipal Utilities Authority, that the Executive Director of The Township of Hillsborough Municipal Utilities Authority, Scott G. Lynn, be and is hereby authorized to perform acts and execute documents as “Authority Officer” in accordance with the provisions and definition of “Authority Officer” in Section 105 (9) of the General Bond Resolution adopted on April 26, 1983.

The motion and resolution were seconded by Mr. Nunn, and the roll call vote was: Chairman Avolio –yes, Mr. McCray - yes, Mr. Nunn – yes, and Mr. Damiano - yes.

Appointment of Public Agency Compliance Officer:

Chairman Avolio introduced the following resolution and moved that it be adopted:

BE IT RESOLVED, in accordance with N.J.A.C. 17:27-3.5, Scott G. Lynn, Executive Director, is hereby designated the Public Agency Compliance Officer for The Township of Hillsborough Municipal Utilities Authority.

The motion and resolution were seconded by Mr. Nunn, and the roll call vote was: Chairman Avolio –yes, Mr. McCray - yes, Mr. Nunn – yes, and Mr. Damiano - yes.

Establishment of Office Hours and Holiday Schedule:

Chairman Avolio introduced the following resolution and moved that it be adopted:

BE IT RESOLVED that the offices of the 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	

The motion and resolution were seconded by Mr. Nunn, and the roll call vote was: Chairman Avolio –yes, Mr. McCray - yes, Mr. Nunn – yes, and Mr. Damiano - yes.

Designation of Official Newspaper:

Chairman Avolio introduced the following resolution and moved that it be adopted:

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

The motion and resolution were seconded by Mr. Nunn, and the roll call vote was: Chairman Avolio –yes, Mr. McCray - yes, Mr. Nunn – yes, and Mr. Damiano - yes.

Adoption of Cash Management Plan:

Chairman Avolio introduced the following resolution and moved that it be adopted:

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.

The motion and resolution were seconded by Mr. Nunn, and the roll call vote was: Chairman Avolio –yes, Mr. McCray - yes, Mr. Nunn – yes, and Mr. Damiano - yes.

Designation of Official Depositories:

Chairman Avolio introduced the following resolution and moved that it be adopted:

BE IT RESOLVED that the following banks be designated as Depositories for funds of The Township of Hillsborough Municipal Utilities Authority until the organization meeting in February, 2020.

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	

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.

The motion and resolution were seconded by Mr. Nunn, and the roll call vote was: Chairman Avolio – yes, Mr. McCray - yes, Mr. Nunn – yes, and Mr. Damiano - yes.

Authorization for Disbursements:

Chairman Avolio introduced the following resolution and moved that it be adopted:

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 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

The motion and resolution were seconded by Mr. Nunn, and the roll call vote was: Chairman Avolio – yes, Mr. McCray - yes, Mr. Nunn – yes, and Mr. Damiano - yes.

Authorization for Payroll Disbursements:

Chairman Avolio introduced the following resolution and moved that it be adopted:

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

The motion and resolution were seconded by Mr. Nunn, and the roll call vote was: Chairman Avolio – yes, Mr. McCray - yes, Mr. Nunn – yes, and Mr. Damiano - yes.

Authorization for Investments:

Chairman Avolio introduced the following resolution and moved that it be adopted:

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 following regular meeting of the Authority.

The motion and resolution were seconded by Mr. Nunn, and the roll call vote was: Chairman Avolio – yes, Mr. McCray - yes, Mr. Nunn – yes, and Mr. Damiano - yes.

Approval of Minutes:

Mr. Avolio moved that the meeting minutes of January 22, 2019 be approved as recorded by the Executive Director. The motion and resolution were seconded by Mr. Nunn, and the roll call vote was: Chairman Avolio –yes, Mr. McCray - yes, Mr. Nunn – yes, and Mr. Damiano - yes.

BUSINESS FROM THE FLOOR

There was no business from the floor.

MATTERS FOR CONSIDERATION

Resolution - Approval of a Sanitary Sewer Connection for US 206 Hillsborough Self Storage

WHEREAS, an application has been received from Route 206 Hillsborough Self Storage for a proposed sanitary sewer connection to service a proposed self-storage facility located on Route 206 for one (1) new connections, in Block 65, Lot 12.02; and

WHEREAS, plans have been previously submitted and plan approval granted in 2007

WHEREAS, plans for said site plan as prepared by Boswell Engineering, dated August 17, 2005 revised through January 9, 2019 consisting of nine (9) sheets, have been re-reviewed;

NOW, THEREFORE, BE IT RESOLVED, said plans be approved subject to the following conditions:

1. Approval of the Somerset Raritan Valley Sewerage Authority and the New Jersey Department of Environmental Protection. The Authority specifications, signed and sealed by Jerome A. Harris, P.E., shall be included in the treatment works approval application.
2. As-built plans of the sanitary sewers constructed shall be prepared by the developer's engineer. Two (2) sets shall be provided to the Authority in reproducible form on mylar.
3. 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.
4. A 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.
5. Conveyance of all applicable sanitary sewer easements to the Township of Hillsborough Municipal Utilities Authority.
6. 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 plans be forwarded to the Somerset Raritan Valley Sewerage Authority and the N.J. Department of Environmental Protection for approval and the Executive Director be authorized to execute applications required in connection with said submittal.

INTRODUCED BY: Mr. Nunn

The motion and resolution were seconded by Mr. Mr. McCray, and the roll call vote was: Mr. Nunn – yes, Mr. McCray – yes, Chairman Avolio – yes, and Mr. Damiano – yes.

Resolution – Approval of a Sanitary Sewer Connection for Amwell Terrace, Block 200.01, Lots 4, 5 and 6

WHEREAS, an application has been received from Amwell Terrace, LLC for a proposed sanitary extension to service a total of (9) buildings, containing a total of 126 one (1) through three (3) bedroom apartments in Block 200.01, Lots 4, 5 and 6; and

WHEREAS, plans for said site plan as prepared by Van Cleef Engineering Associates., dated November 9, 2018 and consisting of seventeen (17) sheets, have been reviewed;

NOW, THEREFORE, BE IT RESOLVED, said plans be approved subject to the following conditions:

1. Approval of the Somerset Raritan Valley Sewerage Authority and the New Jersey Department of Environmental Protection. The Authority specifications, signed and sealed by Jerome A. Harris, P.E., shall be included in the treatment works approval application.
2. As-built plans of the sanitary sewers constructed shall be prepared by the developer's engineer. Two (2) sets shall be provided to the Authority in reproducible form on mylar.
3. 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.
4. A 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.
5. Conveyance of all applicable sanitary sewer easements to the Township of Hillsborough Municipal Utilities Authority.
6. All on-site, sanitary line lines, laterals and manholes beyond the Steinmetz Road Right-of-Way shall be privately maintained by the owner of the complex.
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 plans be forwarded to the Somerset Raritan Valley Sewerage Authority and the N.J. Department of Environmental Protection for approval and the Executive Director be authorized to execute applications required in connection with said submittal.

INTRODUCED BY: Mr. McCray

The motion and resolution were seconded by Mr. Damiano, and the roll call vote was: Chairman Avolio – yes, Mr. McCray – yes and Mr. Damiano – yes. Mr. Nunn has recused himself from this application.

Resolution – Approval of a Sanitary Sewer Connection for Terrace Industrial Park, Block 185, Lot 1

WHEREAS, an application has been received from Guastella Family Associates, LP, for a proposed sanitary extension to service connections for ten (10) new industrial lots in Block 185, Lot 1; and

WHEREAS, plans have been previously submitted and plan approval granted in 2006 and NJDEP had previously issued a TWA in September, 2007.

WHEREAS, plans for said subdivision as prepared by Van Cleef Engineering Associates, dated November 15, 2001 revised through January 20, 2009 consisting of fourteen (14) sheets, have been reviewed;

NOW, THEREFORE, BE IT RESOLVED, said plans be approved subject to the following conditions:

1. Approval of the Somerset Raritan Valley Sewerage Authority and the New Jersey Department of Environmental Protection. The Authority specifications, signed and sealed by Jerome A. Harris, P.E., shall be included in the treatment works approval application.
2. As-built plans of the sanitary sewers constructed shall be prepared by the developer's engineer. Two (2) sets shall be provided to the Authority in reproducible form on mylar.
3. 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.
4. A 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.
5. Conveyance of all applicable sanitary sewer easements to the Township of Hillsborough Municipal Utilities Authority.
6. 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 plans be forwarded to the Somerset Raritan Valley Sewerage Authority and the N.J. Department of Environmental Protection for approval and

the Executive Director be authorized to execute applications required in connection with said submittal.

INTRODUCED BY: Mr. Nunn

The motion and resolution were seconded by Mr. Damiano, and the roll call vote was: Chairman Avolio – yes, Mr. McCray – yes, Mr. Nunn – yes, and Mr. Damiano – yes.

NJUAJIF Safety Awards

Mr. Lynn reported that the Authority again obtained a perfect score on the Safety Incentive Program and completed the year without a lost time accident. Chairman Avolio and the members asked Mr. Lynn to congratulate the employees on continuing the good work on the Safety Incentive Program. Mr. Lynn stated in the past, in recognition for these accomplishments, the Authority awarded the employees with a Safety Day to be utilized as a personal day, to be used anytime during the current year. Chairman Avolio asked the members for their thoughts. Mr. Nunn said he felt it was important to let the employees know the commitment necessary to have a successful Safety Program and felt the Safety Day was both a way to recognize their efforts and incentive to continue.

After discussion, Mr. Nunn introduced the following resolution and moved it be adopted:

WHEREAS, the Township of Hillsborough Municipal Utilities Authority has obtained a perfect score in the New Jersey Municipal Authorities Joint Insurance Fund Safety Incentive Program and completed the year without a lost time accident;

NOW, THEREFORE, BE IT RESOLVED that in recognition of the aforementioned award and accomplishment, the staff be awarded a Safety Day to be utilized as a personal day within the current year.

The resolution and motion were seconded by Mr. McCray, and the roll call vote was: Chairman Avolio – yes, Mr. Nunn – yes, Mr. McCray – yes, and Mr. Damiano – yes.

SVSA Report

No Report

Claims List Approval

Mr. Nunn introduced the following resolution and moved that it be adopted:

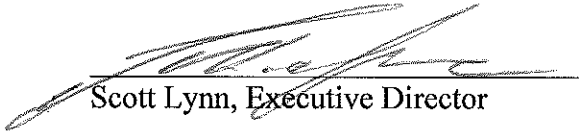
BE IT RESOLVED that the following claims lists dated February 27, 2019 be approved and the Treasurer be authorized to issue checks in payment of said claims.

Operating Fund - \$996,099.72

The motion and resolution were seconded by Mr. Damiano, and the roll call vote was: Chairman Avolio – yes, Mr. Nunn – yes, Mr. McCray – yes, and Mr. Damiano – yes.

Adjournment

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



Scott Lynn, Executive Director