

AS PREPARED BY PETER CIPPURULO

MINUTES

TOWNSHIP OF HILLSBOROUGH

MUNICIPAL UTILITIES AUTHORITY

Wednesday, June 26, 2019

The Township of Hillsborough Municipal utilities Authority met at a regular monthly meeting on Wednesday, June 26, 2019, with the following members present:

Michael Avolio
Richard Nunn
Robert McCray
Robert Damiano

Also present were Scott Lynn, executive Director, and Peter Cipparulo, III, Esq. Absent was member Frank Scarantino.

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, as amended, notice of this meeting was duly provided as part of the annual meeting notice on March, 12, 2019.

Approval of Minutes from May 22nd, 2019 meeting

Chair Avolio proposed that the minutes of the meeting of May 22nd were not approved and will be tabled until Mr. Scarantino is present. The

BUSINESS FROM THE FLOOR

No business from the floor.

MATTERS FOR CONSIDERATION

A discussion was held regarding forming committees made up of Board members in an advisory capacity. It was discussed that the following committees should be formed: I & I committee and Personnel committee, and Finance committee. Further discussion as to formation of the committees to occur next month

Resolution – Approving the Hiring of Dan Reiter

Mr. McCray made the following resolution and moved that it be adopted:

WHEREAS, the need for a full-time employee was identified;

WHEREAS, Mr. Reiter’s compensation will remain the same as when retained as an independent contractor;

WHEREAS, The State of New Jersey has determined that Mr. Reiter qualifies for employment in New Jersey although a resident of Pennsylvania;

WHEREAS, Chairman Avolio stated that Mr. Dan Reiter would be a good candidate for this position; and

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

Resolution – Replace the Pump in Blackwells Mills Pump Station

Mr. McCray made the following resolution and moved that it be adopted:

WHEREAS Pump Number One and Volup Number One (“PUMPS”) need to be replaced;

WHEREAS, three quotes were obtained for replacement of the PUMPS

WHEREAS, the lowest quote was from from Pumping Services in the amount of \$33,000.

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

Resolution – Pay Raise for Brian Batori

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

WHEREAS, Mr. Batori’s probationary period has ended;

WHEREAS, Mr. Lynn reports that Mr. Lynn reports that Mr. Batori has completed his probationary period in exemplary fashion;

WHEREAS, Mr. Batori had the opportunity to be present at the meeting and provided written waiver so as not to attend the meeting.

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

Resolution – Approval of Tracy Hohnhorst for Additional Bookkeeper and Reconciliation Position

Mr. Damiano made the following resolution and moved that it be adopted:

WHEREAS, the need for Ms. Hohnhorst to assume additional bookkeeper and reconciliation responsibilities exist;

WHEREAS, it was determined that Ms. Hohnhorst is qualified to take on such responsibilities;

WHEREAS, Ms. Tracy Hohnhorst will receive a \$3,000 pay raise for her increase job responsibilities

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

Resolution – Approval to Hire a Company to Camera the Portion of the Homestead Trunk Line

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

WHEREAS, Mr. Lynn reports the need for Homestead Trunk line to be subject to camera as it never has before and is of immediate concern;

WHEREAS the lowest bid was \$15,000 for the 4,600 foot line.

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

Resolution – Approval to Hire a Manhole Grouting Company

Mr. Damiano made the following resolution and moved that it be adopted:

WHEREAS Mr. Lynn reports that as part of the I & I program, Mr. Smith has located and identified approximately 16 manholes that are in need of grouting:

WHEREAS, two companies were brought in for quotes and the lowest estimate was from the company Swarp, the cost being to repair the manholes is \$15,000:

WHEREAS, the maximum amount to spend on the identified manholes is \$15,000

WHEREAS, the need for manholes to be grouted was identified, and

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

Resolution – Approve subdivision Zamkotowicz

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

WHEREAS Mr. Lynn reports that the subdivision Zamkotowicz was approved by this Board in 2008:

WHEREAS a resolution needs to be passed at this time so not to prejudice the project.

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

SRVSA Report

No Report

Claims List Approval

Mr. McCray made the following resolution and moved that it be adopted:

That the Operating and General Funds be approved

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

Adjournment

There being no further business to come before the meeting, Mr. Avolio moved that the meeting be adjourned.