

**TOWNSHIP OF HILLSBOROUGH MUNICIPAL UTILITIES AUTHORITY  
MEETING MINUTES - AMENDED  
WEDNESDAY – MAY 25, 2022**

The Township of Hillsborough Municipal Utilities Authority held a scheduled meeting that began at approximately at 6:00 PM on Wednesday, May 25, 2022, with the following members present:

Michael Avolio  
Robert Damiano  
Robert McCray  
Richard Nunn

Also present were Authority Executive Director Robert A. Hough, P.E. and Peter Cipparulo, III, Esq., General Counsel. Mr. Scarantino was noted as absent.

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 4, 2022.

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES**

**April 27, 2022 Regular Meeting Minutes** - Motion made by Mr. Damiano, seconded by Mr. Nunn. The minutes were approved by a roll call vote: Chairman Avolio – yes, Mr. Damiano – yes, Mr. McCray – abstained and Mr. Nunn – yes.

**BUSINESS FROM THE FLOOR -**

- None at this time.

**CORRESPONDENCE**

- None at this time.

**MATTERS FOR CONSIDERATION**

**RESOLUTION # 22-0525-1 – Resolution Authorizing the Executive Director to Execute an Agreement with Gardner & Rosario LLC for Financial Accounting and Consulting Services**

**WHEREAS**, there exists a need for Financial Accounting and Consulting Services to The Township of Hillsborough Municipal Utilities Authority (TTHMUA), and

**WHEREAS**, Gardner & Rosario LLC have agreed to provide the sought-after services to TTHMUA in accordance with Gardner & Rosario LLC proposal dated May 13, 2022, a copy of which is attached hereto, beginning in June 2022 until February 28, 2023, for an estimated not-to-exceed cost of \$41,000.00; and

**WHEREAS**, TTHMUA has a need to acquire these services without a “fair and open process” as defined by P.L. 2004, c. 19, the “Local Unit Pay-to-Play Law” and in connection therewith, Gardner & Rosario LLC has completed and filed with TTHMUA the required “Pay-to-Play Form;” and

**WHEREAS**, funds are available for this purpose, and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i), authorizes TTHMUA to award this agreement as a professional services agreement, without public bidding.

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

1. The Chairman and Executive Director be and they are hereby authorized and directed to execute an agreement dated May 25, 2022 and filed with the Executive Director of the Authority between the Authority and Gardner & Rosario LLC from June 1, 2022 to February 28, 2023.
2. The agreement is awarded without competitive bidding as a professional services agreement as authorized under N.J.S.A. 40A:11-5(1)(a)(i).
3. The agreement shall terminate on February 28, 2023 or when the above-referenced services are no longer needed, whichever shall first occur.
4. A copy of this resolution, the “Pay-to-Play Forms and the agreement shall be kept on file in the offices of TTHMUA.
5. A notice of this action shall be published in the Courier News and Hillsborough Beacon in accordance with the provisions of the Local Public Contracts Law.

After discussion amongst the members, this resolution was tabled until further notice and more information could be gathered.

**RESOLUTION #22-0525-2 – Resolution Awarding the Contract Known as “Blackwell’s Mills Wastewater Pump Station Replacement – Contract No. 51” to JEV Construction LLC, Clinton, New Jersey in the Amount of \$1,226,500.00**

**WHEREAS**, the Township of Hillsborough Municipal Utilities Authority (TTHMUA) has solicited bids for the contract known as “Blackwell’s Mills Wastewater Pump Station Replacement – Contract No. 51”; and

**WHEREAS**, bids were received and opened on May 19, 2022; and

**WHEREAS**, TTHMUA received five (5) bids [there were seventeen (17) bid document holders]:

- JEV Construction LLC, Clinton, New Jersey in the corrected amount of \$1,226,500.00;
- CMS Construction Inc., Plainfield, New Jersey in the amount of \$1,230,000.00;
- T & T Commonwealth Construction Co., Inc., Jackson, New Jersey in the amount of \$1,257,400.00;
- DeMaio Electrical Company, Inc., Hillsborough, New Jersey in the amount of \$1,380,800.00;
- MBE Mark III Electric, Inc., Madison, New Jersey in the amount of \$1,785,000.00; and

**WHEREAS**, the bids received have been reviewed and found to be acceptable by the TTHMUA staff, the TTHMUA attorney and H2M Associates; and

**WHEREAS**, it is the recommendation of the TTHMUA’s Executive Director that the contract be awarded to JEV Construction LLC, Clinton, New Jersey, as the lowest responsible bidder, for the lump sum price of \$1,226,500.00.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township of Hillsborough Municipal Utilities Authority, County of Somerset, State of New Jersey as follows:

1. The contract be awarded to JEV Construction LLC, Clinton, New Jersey, as the lowest responsible bidder, for the lump sum price of \$1,226,500.00.
2. The Executive Director and the Chairman are hereby authorized and directed to execute said Contract on behalf of TTHMUA.

Motion was made by Mr. McCray, seconded by Mr. Damiano, all those present voted in favor.

**DISCUSSION**

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

- **Sunnymeade Pump Station**

Mr. Hough reported the processing of the documents required by FEMA continues to move along. The bi-weekly meetings continue with TTHMUA Staff, FEMA and NJOEM to keep abreast of the status of the submissions. As previously reported, the generator has been purchased and is at the vendor, while a temporary location is determined. TTHMUA believes there is interest in the old generator for scrap. Staff continues to work with the vendor regarding delivery and installation of the new generator.

**Sunnymeade Pump Station and Force Main Project**

- **Design / Easement Update**
  - **Permit Update**
- **Copart Update**
- **Green Acres Update**
- **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 Van Note Harvey Associates completed modifications to the wetlands permits for the pump station site, and after staff review it has been submitted to NJDEP. There have been ongoing discussions with the Santos property owner. ~~The property owner set a deadline date.~~ TTHMUA will provide Santos a deadline.

Mr. Hough also reported that he is working with Bond Counsel concerning the financing of this project and the future impact on user rates.

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

- **Project Status**
  - **Bid Phase Status / Update**

The contract was approved on this agenda to JEV Construction, LLC.

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

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

The project is well underway with only one lateral remaining. Crest Construction Group, LLC has been successful in keeping to the work schedule of 9 am until 3 pm. The site has been maintained in very good condition during the work.

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

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

Currently working with H2M on the design plans and specifications, approximately 95% of the documents are completed and full completion is anticipated within the next two (2) weeks.

**Borough of Millstone Sanitary Sewer Connection**

Discussions with representatives of Millstone Borough are ongoing. Millstone Borough is evaluating cost estimates and connection options.

**Rules and Regulations of the Township of Hillsborough Municipal Utilities Authority**

Mr. Hough reported that per the discussions from the April 2022 meeting of TTHMUA, the staff has started to review the current rules and regulations.

**Easement Maintenance**

Mr. Hough reported that staff has been walking through the areas clearing winter debris and the plan is to start mowing after Memorial Day.

**2022 Summary Will Serve Letters & Sewer Connection Letters**

No new projects added.

**2022 Summary Sewer Connection Letters**

No new projects added.

**COMMITTEE REPORTS**

**Engineering / Facilities** – No report at this time

**Finance** – No report at this time.

**I/I and GIS** – Mr. McCray reported that he recently saw and spoke with Randy Smith regarding I/I and many leaks have been identified and repairs are being made.

**Personnel** – No report at this time.

**SRVSA REPORT** – no report.

**CLAIMS LIST**

- **Operating Fund**                      \$ 807,577.99
- **General Fund**                        \$ 142,545.20

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

**ADJOURNMENT**

Motion to adjourn was made at 6:49 pm by Mr. Damiano, seconded by Mr. McCray and the regular meeting adjourned.