

**TOWNSHIP OF HILLSBOROUGH MUNICIPAL UTILITIES AUTHORITY
MEETING MINUTES
WEDNESDAY – FEBRUARY 1, 2023**

The Township of Hillsborough Municipal Utilities Authority held a scheduled meeting that began at approximately at 6:00 PM on Wednesday, February 1, 2023, with the following members present:

Michael Avolio
Robert Damiano via teleconference
Richard Nunn
Frank Scarantino via teleconference

Also present were Authority Executive Director Robert A. Hough, P.E., Peter Cipparulo, III, Esq., General Counsel and Hillsborough Township Committeeman and Liaison James Ruh, Jr.

Mr. Robert McCray was 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 December 2, 2022.

BUSINESS FROM THE FLOOR

None at this time

CORRESPONDENCE

None at this time

OATH OF OFFICE – Township Committeeman Ruh administered the Oath of Office to Mr. Michael Avolio for a 5 year term, beginning on February 1, 2023 and concluding January 31, 2028.

ELECTION OF OFFICERS

A motion was made by Mr. Scarantino, seconded by Mr. Nunn nominating Mr. Avolio as Chairman to serve until the 2024 Reorganization Meeting. All those present voted in favor.

A motion was made by Mr. Nunn to keep the remaining positions the same as 2023. Said motion received a second from Mr. Scarantino and all those present voted in favor. Vice Chairman is Mr. Nunn, Secretary is Mr. Scarantino, Treasurer is Mr. Damiano and Assistant Treasurer / Secretary is Mr. McCray.

OATH OF OFFICE – 2023 OFFICERS

The Oath of Office for the aforementioned slate of Officers for 2023 was administered by Township Committeeman Ruh.

2023 COMMITTEE ASSIGNMENTS

Mr. Damiano motioned to keep standing committees for 2023; Mr. Nunn seconded and all those present voted in favor.

Engineering / Facilities – (Mr. McCray and Mr. Scarantino)

Finance – (Mr. Damiano and Mr. Scarantino)

I/I and GIS – (Mr. McCray and Mr. Nunn)

Personnel – (Mr. Damiano and Mr. Scarantino)

MATTERS FOR CONSIDERATION

RESOLUTION # 21-0201-1 – Resolution Appointing Suplee, Clooney & Company as the Auditor for the Township of Hillsborough Municipal Utilities Authority (TTHMUA)

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

WHEREAS, TTHMUA 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 1, 2023 and filed with the Executive Director of the Authority between the Authority and Suplee, Clooney & Company, for 1 year, from March 1, 2023 to February 29, 2024.
2. The Executive Director shall publish a notice of award of said contract in the Hillsborough Beacon in accordance with the provisions of the Local Public Contracts Law.

RESOLUTION # 23-0201-2 – Resolution Appointing Hawkins, Delafield & Wood, LLP as the Bond Counsel for The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

WHEREAS, there exists a need for Professional Bond Counsel Services to The Township of Hillsborough Municipal Utilities Authority (TTHMUA), and

WHEREAS, TTHMUA 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 1, 2023 and filed with the Executive Director of the Authority between the Authority and Hawkins, Delafield & Wood, LLP, for 1 year, from March 1, 2023 to February 29, 2024.
2. The Executive Director shall publish a notice of award of said contract in the Hillsborough Beacon in accordance with the provisions of the Local Public Contracts Law.

RESOLUTION # 23-0201-3 – Resolution Appointing the Law Offices of Peter Cipparulo, III, LLC as the General Counsel for The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

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

WHEREAS, TTHMUA 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 1, 2023 and filed with the Executive Director of the Authority between the Authority and the Law Offices of Peter Cipparulo, III, LLC, for 1 year, from March 1, 2023 to February 29, 2024.

2. The Executive Director shall publish a notice of award of said contract in the Hillsborough Beacon in accordance with the provisions of the Local Public Contracts Law.

RESOLUTION # 23-0201-4 – Resolution Appointing Cleary Giacobbe Alfieri & Jacobs, LLC as a Special Counsel for The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

WHEREAS, there exists a need for Professional Special Counsel Services 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 (TTHMUA); and

WHEREAS, TTHMUA 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 1, 2023 and filed with the Executive Director of the Authority between the Authority and Cleary Giacobbe Alfieri & Jacobs, LLC, for 1 year, from March 1, 2023 to February 29, 2024.
2. The Executive Director shall publish a notice of award of said contract in the Hillsborough Beacon in accordance with the provisions of the Local Public Contracts Law.

RESOLUTION # 23-0201-5 – Resolution Appointing H2M Associates, Inc. as a Consulting Engineer for The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

WHEREAS, there exists a need for Professional Consulting Engineer Services to The Township of Hillsborough Municipal Utilities Authority (TTHMUA); and

WHEREAS, TTHMUA 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 1, 2023 and filed with the Executive Director of the Authority between the Authority and H2M Associates, Inc., for 1 year, from March 1, 2023 to February 29, 2024.
2. The Executive Director shall publish a notice of award of said contract in the Hillsborough Beacon in accordance with the provisions of the Local Public Contracts Law.

RESOLUTION # 23-0201-6 – Resolution Appointing Van Note - Harvey Associates, Inc. as a Consulting Engineer for The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

WHEREAS, there exists a need for Professional Consulting Engineer Services to The Township of Hillsborough Municipal Utilities Authority (TTHMUA); and

WHEREAS, TTHMUA 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 1, 2023 and filed with the Executive Director of the Authority between the Authority and Van Note – Harvey Associates, Inc., for 1 year, from March 1, 2023 to February 29, 2024.
2. The Executive Director shall publish a notice of award of said contract in the Hillsborough Beacon in accordance with the provisions of the Local Public Contracts Law.

RESOLUTION # 23-0201-7 – Resolution Appointing CME Associates, Inc. as Professional Engineer for The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

WHEREAS, there exists a need for Professional Engineer Services to The Township of Hillsborough Municipal Utilities Authority (TTHMUA); and

WHEREAS, TTHMUA has determined and certified that the value of the contract will 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 1, 2023 and filed with the Executive Director of the Authority between the Authority and CME Associates, Inc., specifically Jerome A. Harris, P.E., P.P., from March 1, 2023 to February 29, 2024.
2. The Executive Director shall publish a notice of award of said contract in the Hillsborough Beacon in accordance with the provisions of the Local Public Contracts Law.

RESOLUTION # 23-0201-8 – Resolution Appointing Danskin Insurance Agency, Inc. as the Risk Management Consultant for The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

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, TTHMUA 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 1, 2023 and filed with the Executive Director of the Authority between the Authority and Danskin Insurance Agency, Inc., for 1 year, from March 1, 2023 to February 29, 2024.
2. The Executive Director shall publish a notice of award of said contract in the Hillsborough Beacon in accordance with the provisions of the Local Public Contracts Law.

RESOLUTION # 23-0201-9 – Resolution Adopting an Order of Business for Conducting Meetings of The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

BE IT RESOLVED that the general 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 Reorganization Meeting in February 2024.

1. Announcement of Compliance with “Open Public Meetings Act”
2. Roll Call
3. Disposition of Minutes of Prior Meetings
4. Business from the Floor
5. Correspondence
6. Matters for Consideration including but not limited to Public Hearings on all matters scheduled pursuant to public notice, such as rate resolutions, bond resolutions, receipt of bids, etc.
7. Discussion Items
8. Professional Reports from but not limited to Attorney(s), Auditor, Consulting Engineer(s), etc.
9. Committee Reports from but not limited to Engineering / Facilities, Finance, I/I and GIS, and Personnel
10. Somerset Raritan Valley Sewerage Authority (SRVSA)

11. Approval of Claims / Other Financial Matters

12. Adjournment

RESOLUTION # 23-0201-10 – Resolution Adopting the By-Laws of The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

BE IT RESOLVED that the By-Laws of the Township of Hillsborough Municipal Utilities Authority, dated February 2023 and as attached hereto, be adopted by The Township of Hillsborough Municipal Utilities Authority to govern The Township of Hillsborough Municipal Utilities Authority until the Reorganization Meeting in February 2024.

RESOLUTION # 23-0201-11 – Resolution Adopting and Authorizing the Publication of the Annual Meeting Calendar of The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

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 of The Township of Hillsborough Municipal Utility Authority (TTHMUA) shall be adopted for the year ending February 29, 2024; and

BE IT FURTHER RESOLVED that said schedule be posted on TTHMUA’s Web site, advertised in the Hillsborough Beacon, and that copies of said schedule be posted on the bulletin board of TTHMUA and filed with the Hillsborough 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 22, 2023	September 27, 2023
April 26, 2023	October 25, 2023
May 24, 2023	November 21, 2023 (Tuesday)
June 28, 2023	December 13, 2023
July 26, 2023	January 24, 2024
August 23, 2023	February 28, 2024

PLEASE TAKE FURTHER NOTICE that all of the above listed meetings will commence at 6:00 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 and at the offices of the Authority, filed with the Hillsborough Township Clerk, and published in the Hillsborough Beacon.

RESOLUTION # 23-0201-12 – Resolution Authorizing the Mailing of Meeting Notices and Fees of The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

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.

RESOLUTION # 23-0201-13 – Resolution Authorizing the Adoption of an Indemnification Policy for The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

BE IT RESOLVED by The Township of Hillsborough Municipal Utilities Authority that this Indemnification Policy is adopted, 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.

RESOLUTION # 23-0201-14 – Resolution Designating the Official Newspapers of The Township of Hillsborough Municipal Utility Authority (TTHMUA)

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

RESOLUTION # 23-0201-15 – Resolution Establishing the Office Hours and Holiday Schedule of The Township of Hillsborough Municipal Utility Authority (TTHMUA)

BE IT RESOLVED that the offices of The Township of Hillsborough Municipal Utility 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 | |

RESOLUTION # 23-0201-16 – Appointing Robert A. Hough, P.E., Executive Director of The Township of Hillsborough Municipal Utilities Authority (TTHMUA) as the Certifying Officer and Collector of Charges of TTHMUA

BE IT RESOLVED by The Township of Hillsborough Municipal Utilities Authority, in accordance with N.J.S.A. 40:14B-18, that Robert A. Hough, P.E., Executive Director of The Township of Hillsborough Municipal Utilities Authority, be and is hereby appointed Certifying Officer and Collector of Charges of The Township of Hillsborough Municipal Utilities Authority.

RESOLUTION # 23-0201-17 – Resolution Appointing Robert A. Hough, P.E., Executive Director of The Township of Hillsborough Municipal Utilities Authority (TTHMUA) as the Public Agency Compliance Officer of TTHMUA

BE IT RESOLVED by The Township of Hillsborough Municipal Utilities Authority, in accordance with N.J.A.C. 17:27-3.5, that Robert A. Hough, P.E., Executive Director of The Township of Hillsborough Municipal Utilities Authority, be and is hereby appointed Public Agency Compliance Officer of The Township of Hillsborough Municipal Utilities Authority.

RESOLUTION # 23-0201-18 – Resolution Adopting a Cash Management Plan for The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

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.

RESOLUTION # 23-0201-19– Resolution Designating the Official Depositories for The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

BE IT RESOLVED that the following banks be designated as Depositories for funds of The Township of Hillsborough Municipal Utilities Authority until the Reorganization Meeting in February 2024.

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	Unity Bank

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.

RESOLUTION # 23-0201-20 – Resolution Authorizing Disbursements for The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

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 any member of the Authority and 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

RESOLUTION # 23-0201-21 – Resolution Authorizing Payroll Disbursements for The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

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
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Secretary	Treasurer
Asst. Secretary/Treasurer	Executive Director

RESOLUTION # 23-0201-22 – Resolution Authorizing Investments for The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

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 Board at the following regular meeting of the Authority.

A motion was made by Mr. Nunn, seconded by Mr. Damiano and all present voted in favor of the above consent agenda items.

DISCUSSION / POSSIBLE MATTERS FOR CONSIDERATION

- **Sunnymeade Pump Station and Force Main Project**
 - **Mott MacDonald – Existing Pump Station Report**
 - **Proposal for Concrete Testing**
 - **RESOLUTION # 23-0202-23 Resolution of The Township of Hillsborough Municipal Utilities Authority (TTHMUA) Authorizing a Professional Services Agreement to Mott MacDonald not to exceed \$2,500.00 to provide Concrete Testing Related to the Sunnymeade Pump Station Project**

WHEREAS, there exists a need for Professional Engineering Services for The Township of Hillsborough Municipal Utilities Authority (TTHMUA) for non-destructive concrete testing related to the Sunnymeade Pump Station Project; and

WHEREAS, Mott MacDonald provided a proposal, dated January 27, 2023, copy attached, to provide said services not to exceed \$2,500.00; and

WHEREAS, TTHMUA has a need to acquire these services and is subject to the profession exemption as defined by P.L. 2004, c.19, the “Local Unit Pay-to-Play Law” and in connection therewith, Mott MacDonald has previously completed and filed with TTHMUA the required Campaign Contributions Affidavit pursuant to N.J.S.A. 19:44A-20.8, Certification Regarding Political Contributions pursuant to N.J.S.A. 19:44A-20.26 and TTHMUA’s “Pay-to-Play Forms”; 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 (TTHMUA) as follows:

1. The Chairman and Executive Director are hereby authorized and directed to execute a Professional Services Agreement with Mott MacDonald for Professional Engineering Services consistent with this Resolution and the above “Whereas” clauses.
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. Mott MacDonald shall be paid a fee not to exceed \$2,500.00 for non-destructive concrete testing related to the Sunnymeade Pump Station Project. The term of the agreement shall be one (1) year.
4. A copy of this Resolution, the Pay-to-Play Forms and the Agreement shall be placed on file in the TTHMUA offices.
5. The Executive Director shall publish a notice of award of said agreement in the Hillsborough Beacon in accordance with the provisions of the Local Public Contracts Law. Mr. Hough reported that Mott MacDonald provided a proposal for \$2,500 for concrete testing.

A motion was made by Mr. Scarantino, seconded by Mr. Nunn and all present voted in favor of the above resolution.

- **Cleary Giaobbe Alfieri Jacobs, LLC – Easement Appraisals**
 - **Proposal for Easement Appraisals**

Mr. Hough reported that the easement appraisals were to the members. Sterling DiSanto & Associates was utilized for the appraisals. There is a resolution for consideration not to exceed \$14,000 for all seven (7) easements.

A motion was made by Mr. Damiano, seconded by Mr. Scarantino and all present voted in favor.

- **Inflow / Infiltration (I/I) Reduction / Removal Program**
 - **Sewer System Flow Monitoring by Flow Assessments**
 - **Review of Data Received**

This discussion item was tabled.

- **TTHMUA Rules and Regulations**
 - **Amendments / Revisions**

Attorney Cipparulo will prepare all of the changes and proposed revisions for Board consideration at the next regularly scheduled meeting.

ADJOURNMENT

Motion to adjourn was made at 6:17 pm by Mr. Damiano, seconded by Mr. Nunn and the meeting adjourned.