

**TOWNSHIP OF HILLSBOROUGH MUNICIPAL UTILITIES AUTHORITY  
MEETING MINUTES  
MONDAY– APRIL 10, 2023**

The Township of Hillsborough Municipal Utilities Authority held a scheduled meeting that began at approximately at 10:00 AM on Monday, April 10, 2023, with the following members present:

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

Also present were Authority Executive Director Robert A. Hough, P.E., Dan Reiter, Authority Maintenance Supervisor and Peter Cipparulo, III, Esq., General Counsel, joined the meeting at 10:07 am.

**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 special meeting was duly provided and advertised on March 31, 2023.

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES**

None at this time

**BUSINESS FROM THE FLOOR**

None at this time

**CORRESPONDENCE**

None at this time

**MATTERS FOR CONSIDERATION**

None at this time

**DISCUSSION**

**Sunnymeade Pump Station**

The Board reviewed the summary memo from VNHA regarding the information provided by Mott McDonald and the Value Engineering concept for the Sunnymeade Pump Station.

Mr. Hough provided a further update regarding the cement core testing and indicated there will be another meeting on April 20<sup>th</sup> to discuss.

Chairman Avolio requested that VNHA and Mott McDonald be present at the April 20<sup>th</sup> meeting.

Mr. Nunn expressed concern over the 20 M gallon peak flow when the average in 29018 was 4.5 MGD and that was utilized for the design.

There was further discussion and concern that the design was not interpreted correctly.

The Board continued to go through the items in the memo one by one to ensure there was a clear understanding of the information or highlight any questions for VNHA at the next meeting.

Mr. Dan Reiter provided information regarding flow, 2 MGD on a dry day, average is 3.5 and a rainy day is 4 or over.

Chairman Avolio reiterated that it is rarely close to 9 MDG.

Mr. Scarantino addressed that the new pump should be designed to handle 9 MGD and possibly consider 3 pumps in the design to handle the flow of varying capacity.

It was reported that Mott MacDonald was following the direction from SRVSA.

Consensus was reached by the Board that the analysis needed to be adjusted.

Additional discussion ensued regarding screens versus grinders and the associated maintenance of each option.

Mr. Nunn reiterated that all of these items would need to be addressed at the April 20<sup>th</sup> meeting.

Mr. Scarantino brought force a discussion on the force main size, 24 inch versus 30 inch, and this will need to be further discussed.

Mr. Nunn suggested that the project should be separated; one being the force main and the other being the pump station.

Mr. Scarantino further suggested that a decision needs to be made relative to rehab of the pump station or replacement as well as understanding why VNHA is suggesting a 30-inch force main.

The next topic relative to this was the issue of bypass. Mr. Reiter indicated that a bypass would not be able to keep up should a significant weather events such as an Ida occur again.

Mr. Nunn suggested that a better understanding of the actual budget numbers is necessary; for example, he asked the Pumping Services be contacted to get an estimate for 2 pumps for bypass for a 6 month period.

Mr. Scarantino inquired about having the flood proofing enhanced, but the issue would remain that it is dependent upon someone getting to the site and dropping the flood doors manually unless there is an automated mechanism as an option. There are automated flood doors that operate on buoyancy, so that might be an option.

Mr. McCray pointed out that it is sometime dangerous to attempt to get to the pump station during an event.

Mr. Damiano left the meeting at 10:30 am.

Mr. Nunn asked Mr. Reiter to put together a memo for the next meeting, regarding what is necessary and what is not necessary for the overall design.

Mr. Hough will put together a summary of the permits.

At 10:40 am Mr. Ron Gardner joined the meeting to provide information regarding financing options for the project. Mr. Gardner provided options and suggested contacting bond counsel for more information.

An overall analysis of the capital plan and potential spending would need to be assessed.

The consulting engineers will need to provide the pros and cons for a new facility versus a rehabbed facility. At this juncture, more of the Board is leaning towards a new facility, but all agree that additional analysis is required.

Mr. Reiter brought up the issue with the Gateway development and the runoff from that area impacting the Royce Brook and the added potential for even more runoff in that area as development continues.

Mr. Gardner will contact Bond Counsel for an analysis of the financing options.

At 10:59 am Mr. Gardner left the meeting.

At 11:00 am Mr. Cipparulo left the meeting.

The Board discussed Mr. Hough's last day, being April 28<sup>th</sup> and the transition. The job posting was advertised on the AEA website and the Beacon and Courier this week, resulting in 6 resumes being received thus far. Additionally, the position was posted internally earlier in the day. Mr. Hough will provide a general memo of overall status as well as individual memos regarding specific projects. Chairman Avolio and Mr. Scarantino will conduct interviews next week depending on the responses.

#### **COMMITTEE REPORTS**

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

**Finance** – No report at this time.

**I/I and GIS** – No report at this time.

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

#### **CLAIMS LIST**

None at this time

#### **ADJOURNMENT**

Motion to adjourn was made at 11:11 am by Mr. Nunn, seconded by Mr. Scarantino and the meeting adjourned.