

**HAMILTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
MINUTES OF REORGANIZATION AND REGULAR MEETING –  
FEBRUARY 9, 2011**

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1. The regular meeting of the Hamilton Township Municipal Utilities Authority held in the MUA office building located at 6024 Ken Scull Avenue, Mays Landing, Atlantic County, New Jersey, was called to order by the Executive Director at 7:32 PM.
2. Flag Salute.
3. The Open Public Meeting Law compliance statement was read.

**4. ROLL CALL OF THE MEMBERS**

|                           |         |
|---------------------------|---------|
| Robert Mattle             | Present |
| James Sacchinelli         | Present |
| William Mangels           | Present |
| Aline Dix                 | Present |
| Richard DeFeo             | Present |
| Brenda Morrison (Alt. #1) | Present |

**STAFF IN ATTENDANCE**

Stephen Blankenship, MUA Executive Director  
Nancy Camey, MUA Business Manager  
Paul Pandurangan, MUA Asset Project Manager

**5. ADDITION / DELETION OF LATE AGENDA ITEMS:**

**6. REORGANIZATION - ELECTION OF OFFICERS/ADOPTION OF RESOLUTIONS**

**(A) Nomination/Election of Chair for the HTMUA**

*\*\*\* It was moved by Mr. Mangels and seconded by Mr. DeFeo to nominate/elect Mr. Robert E. Mattle, Jr. as Chair of the HTMUA.*

*ROLL CALL VOTE: Mrs. Dix – Aye; Mr. Mangels –Aye; Mr. Sacchinelli – Aye; Mr. Mattle –Aye; Mr. DeFeo - Aye. SAID MOTION APPROVED 5-0-0*

*The Executive Director turned the meeting over to the newly elected Chair, Mr. Mattle.*

**(B) Nomination/Election of Vice-Chair for the HTMUA**

*\*\*\*It was moved by Mr. Mangels and seconded by Mr. DeFeo to nominate/elect Mr. James E. Sacchinelli as Vice-Chair of the HTMUA.*

*ROLL CALL VOTE: Mrs. Dix – Aye; Mr. Mangels –Aye; Mr. Sacchinelli – Aye; Mr. Mattle –Aye; Mr. DeFeo - Aye. SAID MOTION APPROVED 5-0-0*

**(C) Nomination/Election of Treasurer for the HTMUA**

*\*\*\*It was moved by Mr. Mangels and seconded by Mr. Sacchinelli to nominate/elect Mrs. Aline L. Dix as Treasurer of the HTMUA.*

*ROLL CALL VOTE: Mrs. Dix – Aye; Mr. Mangels –Aye; Mr. Sacchinelli – Aye; Mr. Mattle –Aye; Mr. DeFeo - Aye. SAID MOTION APPROVED 5-0-0*

**(D) Nomination/Election of Secretary for the HTMUA**

*\*\*\*It was moved by Mr. Sacchinelli and seconded by Mr. DeFeo to nominate/elect Mr. Willam A. Mangels as Secretary of the HTMUA.*

*ROLL CALL VOTE: Mrs. Dix – Aye; Mr. Mangels –Aye; Mr. Sacchinelli – Aye; Mr. Mattle –Aye; Mr. DeFeo - Aye. SAID MOTION APPROVED 5-0-0*

**(E) Nomination/Election of Assistant Secretary for the HTMUA**

*\*\*\*It was moved by Mrs. Dix and seconded by Mr. Mangels to nominate/elect Mrs. Nancy Camey as Assistant Secretary of the HTMUA.*

*ROLL CALL VOTE: Mrs. Dix – Aye; Mr. Mangels –Aye; Mr. Sacchinelli – Aye; Mr. Mattle –Aye; Mr. DeFeo - Aye. SAID MOTION APPROVED 5-0-0*

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**(F) Nomination/Election of Recording Secretary for the HTMUA**

*\* \* \*It was moved by Mrs. Dix and seconded by Mr. Mangels to nominate/elect Mrs. Susan Boyce as Recording Secretary of the HTMUA.*

*ROLL CALL VOTE: Mrs. Dix – Aye; Mr. Mangels –Aye; Mr. Sacchinelli – Aye; Mr. Mattle –Aye; Mr. DeFeo - Aye. SAID MOTION APPROVED 5-0-0*

**(G) Resolution Designating Salaries to Regular/Alternate Members for the HTMUA**

*\* \* \*It was moved by Mr. Sacchinelli and seconded by Mr. Mangels to adopt a resolution designating salaries to Regular Members and Alternate Members of the HTMUA.*

*ROLL CALL VOTE: Mrs. Dix – Aye; Mr. Mangels –Aye; Mr. Sacchinelli – Aye; Mr. Mattle –Aye; Mr. DeFeo - Aye. SAID MOTION APPROVED 5-0-0*

**(H) Resolution Appointing a Solicitor for the HTMUA**

*\* \* \*It was moved by Mr. Mangels and seconded by Mr. DeFeo to adopt a resolution appointing Mr. Rudolph C. Lafferty, Esquire of Youngblood, Lafferty & Sampoli, PA as the Hamilton Township MUA Solicitor.*

*ROLL CALL VOTE: Mrs. Dix – Abstain; Mr. Mangels –Aye; Mr. Sacchinelli – Aye; Mr. Mattle –Aye; Mr. DeFeo - Aye. SAID MOTION APPROVED 4-0-1*

**(I) Resolution Appointing a Labor Solicitor for the HTMUA**

*\* \* \*It was moved by Mrs. Dix and seconded by Mr. Mangels to table the resolution for Labor Solicitor for Hamilton Township MUA.*

*ROLL CALL VOTE: Mrs. Dix – Aye; Mr. Mangels –Aye; Mr. Sacchinelli – Aye; Mr. Mattle –Aye; Mr. DeFeo - Aye. SAID MOTION APPROVED 5-0-0*

**(J) Resolution Appointing an Alternate Solicitor for the HTMUA**

*\* \* \*It was moved by Mr. Sacchinelli and seconded by Mrs. Dix to adopt a resolution appointing Mr. Edward J. Dimon, Esquire of Carluccio, Leone, Dimon, Doyle & Sacks, LLC. as the Alternate Solicitor for the Hamilton Township MUA.*

*ROLL CALL VOTE: Mrs. Dix – Aye; Mr. Mangels –Aye; Mr. Sacchinelli – Aye; Mr. Mattle –Aye; Mr. DeFeo - Aye. SAID MOTION APPROVED 5-0-0*

**(K) Resolution Consulting Engineer for the HTMUA**

*\* \* \*It was moved by Mrs. Dix and seconded by Mr. Mangels to adopt a resolution appointing Adams, Rehmann & Heggan as the Hamilton Township MUA Engineer.*

*ROLL CALL VOTE: Mrs. Dix – Aye; Mr. Mangels –Aye; Mr. Sacchinelli – Aye; Mr. Mattle –Aye; Mr. DeFeo - Aye. SAID MOTION APPROVED 5-0-0*

**(L) Resolution Alternate Engineer for the HTMUA**

*\* \* \*It was moved by Mrs. Dix and seconded by Mr. Sacchinelli to adopt a resolution appointing T & M Associates as the Hamilton Township MUA Alternate Engineer.*

*ROLL CALL VOTE: Mrs. Dix – Aye; Mr. Mangels –Aye; Mr. Sacchinelli – Aye; Mr. Mattle –Aye; Mr. DeFeo - Aye. SAID MOTION APPROVED 5-0-0*

**(M) Resolution Electrical Engineer for the HTMUA**

*\* \* \*It was moved by Mrs. Dix and seconded by Mr. Mangels to adopt a resolution appointing T & M Associates as the Hamilton Township MUA Electrical Engineer.*

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**ROLL CALL VOTE:** Mrs. Dix – Aye; Mr. Mangels –Aye; Mr. Sacchinelli – Aye; Mr. Mattle –Aye; Mr. DeFeo - Aye. **SAID MOTION APPROVED 5-0-0**

**(N) Resolution Hydraulic Modeling Consultant for the HTMUA**

**\*\*\*It was moved by Mrs. Dix and seconded by Mr. Mangels to adopt a resolution appointing Hazen & Sawyer as the Hamilton Township MUA Hydraulic Modeling Consultant.**

**ROLL CALL VOTE:** Mrs. Dix – Aye; Mr. Mangels –Aye; Mr. Sacchinelli – Aye; Mr. Mattle –Aye; Mr. DeFeo - Aye. **SAID MOTION APPROVED 5-0-0**

**(O) Resolution SCADA/Instrumentation Consultant for the HTMUA**

**\*\*\* It was moved by Mr. Mangels and seconded by Mr. DeFeo to adopt a resolution appointing Complete Control Services, Inc. as the Hamilton Township MUA SCADA/Instrumentation Consultant.**

**ROLL CALL VOTE:** Mrs. Dix – Aye; Mr. Mangels –Aye; Mr. Sacchinelli – Aye; Mr. Mattle –Aye; Mr. DeFeo - Aye. **SAID MOTION APPROVED 5-0-0**

**(P) Resolution Appointing an Auditor for the HTMUA**

**\*\*\* It was moved by Mr. Mangels and seconded by Mr. DeFeo to adopt a resolution appointing Swartz & Company., LLC. as the Hamilton Township MUA Auditor.**

**ROLL CALL VOTE:** Mrs. Dix – Aye; Mr. Mangels –Aye; Mr. Sacchinelli – Aye; Mr. Mattle –Aye; Mr. DeFeo - Aye. **SAID MOTION APPROVED 5-0-0**

**(Q) Resolution Appointing a Bond Counsel for the HTMUA**

**\*\*\* It was moved by Mrs. Dix and seconded by Mr. Mangels to adopt a resolution appointing Hawkins, Delafield & Wood as Bond Counsel.**

**ROLL CALL VOTE:** Mrs. Dix – Aye; Mr. Mangels –Aye; Mr. Sacchinelli – Aye; Mr. Mattle –Aye; Mr. DeFeo - Aye. **SAID MOTION APPROVED 5-0-0**

**(R) Resolution Appointing an Inter-Governmental Laboratory Service Contract with ACUA**

**\*\*\* It was moved by Mrs. Dix and seconded by Mr. Mangels to adopt a resolution approving an inter-governmental Laboratory Service Contract with the Atlantic County Utilities Authority.**

**ROLL CALL VOTE:** Mrs. Dix – Aye; Mr. Mangels –Aye; Mr. Sacchinelli – Aye; Mr. Mattle –Aye; Mr. DeFeo - Aye. **SAID MOTION APPROVED 5-0-0**

**(S) Resolution Designating the Public Meeting Dates for the HTMUA**

**\*\*\* It was moved by Mr. Sacchinelli and seconded by Mr. Mangels to adopt a resolution designating the public meeting dates for HTMUA from March 2011 through February 2012.**

**ROLL CALL VOTE:** Mrs. Dix – Aye; Mr. Mangels –Aye; Mr. Sacchinelli – Aye; Mr. Mattle –Aye; Mr. DeFeo - Aye. **SAID MOTION APPROVED 5-0-0**

**(T) Resolution Designating the Official Holidays of the HTMUA for 2010/2011**

**\*\*\* It was moved by Mrs. Dix and seconded by Mr. Mangels to adopt a resolution designating the official holidays of the HTMUA from February 2011 through January 2012.**

**ROLL CALL VOTE:** Mrs. Dix – Aye; Mr. Mangels –Aye; Mr. Sacchinelli – Aye; Mr. Mattle –Aye; Mr. DeFeo - Aye. **SAID MOTION APPROVED 5-0-0**

**(U) Resolution Designating the Official Publications of the HTMUA**

**\*\*\* It was moved by Mrs. Dix and seconded by Mr. Sacchinelli to adopt a resolution designating official publications for the Hamilton Township MUA as follows: Atlantic County Record and its affiliates; The Press of Atlantic City; The Courier Post; and/or The Current.**

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*ROLL CALL VOTE: Mrs. Dix – Aye; Mr. Mangels –Aye; Mr. Sacchinelli – Aye; Mr. Mattle –Aye; Mr. DeFeo - Aye. SAID MOTION APPROVED 5-0-0*

**(V) Resolution Designating Depository of Funds**

*\* \* \* It was moved by Mr. Sacchinelli and seconded by Mrs. Dix to adopt a resolution designating the following banks as depositories for the funds of the HTMUA subject to the receipt of a current Governmental Unit Deposit Protection Act certification: Wachovia Bank, Wells Fargo, Bank of America, Sun Bank, PNC Bank, Colonial Bank, TD Bank, Ocean City Home Bank, Parke Bank and US Bank.*

*ROLL CALL VOTE: Mrs. Dix – Aye; Mr. Mangels –Aye; Mr. Sacchinelli – Aye; Mr. Mattle –Aye; Mr. DeFeo - Aye. SAID MOTION APPROVED 5-0-0*

**(W) Resolution Designating Official Signatures on the Depository Accounts**

*\* \* \* It was moved by Mrs. Dix and seconded by Mr. Mangels to adopt a resolution designating official signatures for the HTMUA's Working Capital, Payroll, Escrow and Pinelands Water Study bank accounts. ROLL CALL VOTE: Mrs. Dix – Aye; Mr. Mangels –Aye; Mr. Sacchinelli – Aye; Mr. Mattle –Aye; Mr. DeFeo - Aye. SAID MOTION APPROVED 5-0-0*

**(X) Resolution Authorizing the Treasurer, Executive Director and/or Board Member to Approve Payroll Funding Transfer Requests**

*\* \* \*It was moved by Mr. Mangels and seconded by Mrs. Dix to adopt a resolution authorizing the Treasurer, the Executive Director and/or a Board Member to approve payroll funding transfer requests.*

*ROLL CALL VOTE: Mrs. Dix – Aye; Mr. Mangels –Aye; Mr. Sacchinelli – Aye; Mr. Mattle –Aye; Mr. DeFeo - Aye. SAID MOTION APPROVED 5-0-0*

**(Y) Resolution Authorizing an Incumbency Certificate with Original Signatures in Accordance with the HTMUA Bond Covenants**

*\* \* \*It was moved by Mr. Mangels and seconded by Mrs. Dix to adopt a resolution authorizing original signatures for the annual incumbency certificate to be filed with the HTMUA Bond Trustee.*

*ROLL CALL VOTE: Mrs. Dix – Aye; Mr. Mangels –Aye; Mr. Sacchinelli – Aye; Mr. Mattle –Aye; Mr. DeFeo - Aye. SAID MOTION APPROVED 5-0-0*

**(Z) Resolution Renewing Cash Management Policy**

*\* \* \*It was moved by Mrs. Dix and seconded by Mr. Mangels to adopt a resolution renewing the Cash Management Policy for the Hamilton Township MUA.*

*ROLL CALL VOTE: Mrs. Dix – Aye; Mr. Mangels –Aye; Mr. Sacchinelli – Aye; Mr. Mattle –Aye; Mr. DeFeo - Aye. SAID MOTION APPROVED 5-0-0*

**(AA) Chairman's Committee Appointments** The Chairman stated that Committee Appointments will stay the same as last year.

**(BB) Comments from Members:** Mr. Mangels spoke of the assistance that the HTMUA has given the Township of Hamilton and the responsibilities of the elected officials to serve their community. Mr. DeFeo and Mrs. Morrison expressed their pleasure of working with the HTMUA and all members expressed their commitment to the HTMUA rate payers and their desire to assist the Township of Hamilton in this time of financial challenge.

**7. ADDITIONS/DELETIONS OF LATE AGENDA ITEMS**

**9.A** Resolution dealing with the proposed ACUA Solar Project

**8. ANNOUNCEMENTS / SPECIAL PRESENTATIONS / PUBLIC PARTICIPATION:**

**9. FORMAL ACTION ITEMS:**

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- A. **ACUA Solar Field** – The Executive Director reviewed the status of the ACUA’s proposed Solar Project and discussed the ACUA’s request for a resolution relating to a Memorandum of Understanding between the parties on the ACUA’s proposed leasing of HTMUA property for the proposed Solar Project..

**\*\*\* It was moved by Mr. Sacchinelli and seconded by Mrs. Dix to authorize a Memorandum of Understanding between the ACUA and HTMUA to pursue solar power options at the HTMUA’s Operational Facility on Old Egg Harbor Road.**

**SAID MOTION ADOPTED WITH FIVE MEMBERS VOTING “AYE”; NO “NAY”**

**10. CONSENT AGENDA ITEMS:** Nothing at this time.

**11. PERSONNEL:**

A. **Robert Diefendorf:** Executive Session.

B. **Operational Management Position:** Executive Session.

**12. MEETING MINUTES APPROVAL**

A. **Regular Meeting – January 12th, 2010:**

**\*\*\* It was moved by Mr. Mangels and seconded by Mr. Sacchinelli to approve the Regular Meeting Minutes for January 12th, 2011.**

**SAID MOTION ADOPTED WITH FIVE MEMBERS VOTING “AYE”; NO “NAY”**

B. **Executive Session – January 12th, 2010**

**\*\*\* It was moved by Mr. Mangels and seconded by Mr. Sacchinelli to approve the Executive Meeting Minutes for January 12th, 2011.**

**SAID MOTION ADOPTED WITH FIVE MEMBERS VOTING “AYE”; NO “NAY”**

C. **Special Meeting – January 24th, 2010:**

**\*\*\* It was moved by Mr. Mangels and seconded by Mr. Sacchinelli to approve the Regular Meeting Minutes for January 24th, 2011.**

**SAID MOTION ADOPTED WITH FIVE MEMBERS VOTING “AYE”; NO “NAY”**

D. **Special Meeting - Executive Session – January 24th, 2010**

**\*\*\* It was moved by Mr. Mangels and seconded by Mrs. Dix to approve the Executive Meeting Minutes for January 24<sup>th</sup>, 2011.**

**SAID MOTION ADOPTED WITH FIVE MEMBERS VOTING “AYE”; NO “NAY”**

**13. REPORTS**

A. **ADMINISTRATIVE:** Nothing at this time.

B. **SOLICITOR:**

(Alternate Solicitor) **HTMUA–Township of Hamilton “Shared Services” Agreements -**  
Executive Session.

C. **ENGINEER:**

The next three items deal with projects that the HTMUA is pursuing financing from the NJDEP Environmental Infrastructure Trust. Traditionally, the loans were 50/50, 50% at zero interest and 50% at market rates. This year, the loans are going to be 75/25, 75% at zero interest and 25% at market rates. The blended rate is expected to be just over 1% at a level term of 20 years. Interim financing is offered at zero percent. The amounts noted will change as the specifications or project scopes are adjusted.

Once the MUA receives loan approval from NJEIT, it can proceed with the projects without waiting for NJDEP to complete its funding. The MUA may utilize its own funds and seek reimbursement from NJDEP.

1. **(ARH) Harding Highway Sewer Main Replacement Project:** The project is eligible for a 75% zero interest and 25% market rate, 20-year loan under the NJDEP Infrastructure Trust Clean Water Funding Program. A revised loan commitment of \$989,320.00 will be requested, which will include Phases 1 & 2 of the Harding Highway Interceptor Replacement Project and the replacement of sewer main at the head of the Harding Highway-Atlantic Interceptor. The loan eligibility includes a construction component and a component for reimbursement of soft costs.

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The loan application, plans, bidding specifications and permit applications need to be submitted to the NJDEP by March 7, 2011. A financial statement prepared by the Authority's bond counsel needs to be submitted ~ one month later.

**\*\*\* It was moved by Mr. Sacchinelli and seconded by Mr. Mangels authorizing the submission of a loan application and to execute a loan agreement with the New Jersey Infrastructure Financing Program for the Harding Highway Interceptor/Route 322 Sewer Project (NJEIT Project S340903-03).**

**ROLL CALL VOTE: Mrs. Dix – Aye; Mr. Mangels - Aye; Mr. Sacchinelli – Aye; Mr. DeFeo – Aye; Mr. Mattle – Aye**  
**SAID MOTION APPROVED 5-0-0**

2. **(ARH) High Pressure Zone Service from Well 10:** The project is eligible for a 75% zero interest and 25% market rate, 20-year loan under the NJDEP Infrastructure Trust Drinking Water Funding Program. A revised loan commitment of \$435,800.00 will be requested, which will consist of the installation of additional water main and modifications to Well 10. The loan eligibility includes a construction component and a component for reimbursement of soft costs. The loan application, plans, bidding specifications and permit applications need to be submitted to the NJDEP by March 7, 2011. A financial statement prepared by the Authority's bond counsel needs to be submitted ~ one month later.

**\*\*\* It was moved by Mr. Sacchinelli and seconded by Mrs. Dix authorizing the submission of a loan application and to execute a loan agreement with the New Jersey Infrastructure Financing Program for modifications to Well #10 in order to provide water to the high pressure zone (NJEIT Project 0112001-001).**

**ROLL CALL VOTE: Mrs. Dix – Aye; Mr. Mangels - Aye; Mr. Sacchinelli – Aye; Mr. DeFeo – Aye; Mr. Mattle – Aye**  
**SAID MOTION APPROVED 5-0-0**

The Well #10 Project will enable the MUA to provide water from Well #10 to the high pressure zone, which provides the MUA with greater operational flexibility. From an allocation point of view, Well #10 utilizes the Lower Kirkwood Aquifer, which provides a greater allocation especially during peak demand months. If the MUA were to lose Well #9, this project allows the MUA to avoid being fined for exceeding the allocation from the Kirkwood-Cohansey Aquifer.

3. **(ARH) Well #11:** The project is eligible for a 75% zero interest and 25% market rate, 20-year loan under the NJDEP Infrastructure Trust Drinking Water Funding Program. A revised loan commitment of \$325,000.00 will be requested, which will consist of the installation of a test well only. The loan eligibility includes a construction component and a component for reimbursement of soft costs. The loan application, plans, bidding specifications and permit applications need to be submitted to the NJDEP by March 7, 2011. A financial statement prepared by the Authority's bond counsel needs to be submitted ~ one month later.

**\*\*\* It was moved by Mr. Sacchinelli and seconded by Mr. Mangels authorizing the submission of a loan application and to execute a loan agreement with the New Jersey Infrastructure Financing Program for Well #11 test well (NJEIT Project 0112001-001).**

**ROLL CALL VOTE: Mrs. Dix – Aye; Mr. Mangels - Aye; Mr. Sacchinelli – Aye; Mr. DeFeo – Aye; Mr. Mattle – Aye**  
**SAID MOTION APPROVED 5-0-0**

The contract for a pilot well has been issued for proposed new Well #11. The pilot well will provide water quality information. If the water quality falls within appropriate parameters, the MUA will move forward with a test well followed by permanent well housing and treatment equipment. The well will be in the Lower Kirkwood Aquifer, which allows a greater withdrawal, especially during peak demand months.

4. **(ARH) NJEIT Loan Public Notification Requirements** – Mr. Curcio explained that the NJ EIT requires public notification and a hearing for projects financed through the Trust.

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5. **(ARH) Well 9 Filter Valves/Actuator Project and 19<sup>th</sup> Street Booster Station High Service to Medium Service Conversion Project Status Bid Results:** Mr. Curcio noted that seven (7) bids were received and recommended awarding a contract to TKT Construction Company in the amount of \$136,400.00. The low bid was less than the Engineer's estimate for the project.

**\*\*\* It was moved by Mrs. Dix and seconded by Mr. Mangels to award a construction contract to TKT Construction Company in the amount of \$136,400.00 for the replacement of Well 9 Filter Valves/Actuator and the conversion of the 19<sup>th</sup> Street Booster Station High Service to a Medium Service payable from the General Fund.**

**ROLL CALL VOTE: Mrs. Dix – Aye; Mr. Mangels - Aye; Mr. Sacchinelli – Aye; Mr. DeFeo – Aye; Mr. Mattle – Aye**  
**SAID MOTION APPROVED 5-0-0**

6. **(ARH) Large Meter Replacement Project Bid Results:** Mr. Curcio noted that nine (9) bids were received and recommended awarding a contract to B&H Contracting, Inc. in the amount of \$117,770.00. The low bid was less than the Engineer's estimate for the project.

**\*\*\* It was moved by Mrs. Dix and seconded by Mr. Mangels to award a construction contract to B&H Contracting, Inc. in the amount of \$117,770.00 for the Large Meter Replacement Project payable from the General Fund.**

**ROLL CALL VOTE: Mrs. Dix – Aye; Mr. Mangels - Aye; Mr. Sacchinelli – Aye; Mr. DeFeo – Aye; Mr. Mattle – Aye**  
**SAID MOTION APPROVED 5-0-0**

7. **(FE) OPS Facility Upgrade Project:**

- a. **Change Order No. 1:** The Executive Director reviewed the change order and recommended its approval.

**\*\*\* It was moved by Mrs. Dix and seconded by Mr. Mangels to approve Change Order #1, in the increased amount of \$4,579.75, to the MUA's Operations Facility Upgrade Project construction contract with Archetto Construction.**

**ROLL CALL VOTE: Mrs. Dix – Aye; Mr. Mangels - Aye; Mr. Sacchinelli – Aye; Mr. DeFeo – Aye; Mr. Mattle – Aye**  
**SAID MOTION APPROVED 5-0-0**

- b. **Township "As-Built" Survey** – The Executive Director is working with the Engineer on an 'as-built' submission to the Planning Board. The submission is required in order to receive a Certificate of Occupancy.

8. **(FE) Wastewater Pump Station Replacement & Upgrade Project:**

- a. **Change Order No. 1** – The Executive Director explained that Change Order #1 relates to the generator issue at Harding Run I, restocking fee and cost to upgrade unit, changes to the size and location of conduit and a non-compensable time extension noted. The total amount of the change order is \$10,795.41. The Executive Director recommended approval of this change order to allow this project to move forward. Mr. Sacchinelli and Mr. DeFeo expressed their displeasure regarding the generator restocking fee. The Executive Director indicated that discussions regarding the re-stocking fee are continuing.

**\*\*\* It was moved by Mrs. Dix and seconded by Mr. Mangels to approve Change Order #1, in the increased amount of \$10,795.41, to the MUA's Proposed Improvements to Birchs and Harding Run 1 Pump Station Project construction contract with Archetto Construction.**

**ROLL CALL VOTE: Mrs. Dix – Aye; Mr. Mangels - Aye; Mr. Sacchinelli – Nay; Mr. DeFeo – Aye; Mr. Mattle – Aye**  
**SAID MOTION APPROVED 4-1-0**

The Chairman requested that the Executive Director keep the Board advised of the results of the re-stocking fee negotiations.

9. **(OBG) Electrical Facilities Upgrade Project:**

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a. **19<sup>th</sup> Street Medium Service Pump Motor (Warranty Issue):** The motor was reinstalled and the MUA is waiting for the contractor to balance the shaft between the pump and the motor.

b. **19<sup>th</sup> Street Emergency Generator/MCC Tie (Warranty Issue):** Siemens, the motor control supplier, has not responded appropriately on this matter. Service to correct the outstanding problems has not been scheduled as of this date. The Executive Director will work with the Solicitor to document the problems in order to disqualify Siemens from future MUA projects. In the meantime, the new generator is working, but must be manually transferred during a power outage.

**10. (USC) Water Storage Facility Project Update:** Utility Services completed the interior work on the Ground Storage Tank. Utility Services is preparing a draft schedule for the Eastern Tower (inside and out) and the outside of the Ground Storage Tank.

The Executive Director is working with Complete Control Services to install and program pressure gauges at each well, which will run the wells off of the water system pressure when the Towers are taken offline.

**D. COMMITTEE REPORTS:**

1. **Construction Committee:** No report.

2. **Operations Committee:** No report.

3. **Finance Committee**

a. **Payment Report:** January: 937 in-person payments and 178 internet credit card payments

b. **Approval of Bills and Payroll**

1. **FY 2010-2011**

\*\*\* *It was moved by Mrs. Dix and seconded by Mr. Sacchinelli to authorize payments from the FY 2010-2011 Budget in the amount of \$551,336.34.*

**ROLL CALL VOTE:** Mrs. Dix - Aye; Mr. Mangels - Aye; Mr. Sacchinelli - Aye; Mr. DeFeo - Aye; Mr. Mattle - Aye  
**SAID MOTION APPROVED 5-0-0**

2. **General Fund**

\*\*\* *It was moved by Mrs. Dix and seconded by Mr. Sacchinelli to authorize payments from the General Fund in the amount of \$213,162.12.*

**ROLL CALL VOTE:** Mrs. Dix - Aye; Mr. Mangels - Aye; Mr. Sacchinelli - Aye; Mr. DeFeo - Aye; Mr. Mattle - Aye  
**SAID MOTION APPROVED 5-0-0**

3. **Developer's Escrow**

\*\*\* *It was moved by Mrs. Dix and seconded by Mr. Mangels to authorize payments from the Developer Escrow Account in the amount of \$205.02.*

**ROLL CALL VOTE:** Mrs. Dix - Aye; Mr. Mangels - Aye; Mr. Sacchinelli - Aye; Mr. DeFeo - Aye; Mr. Mattle - Aye  
**SAID MOTION APPROVED 5-0-0**

c. **Authorizing Billing Adjustments:**

\*\*\* *It was moved by Mrs. Dix and seconded by Mr. Sacchinelli to authorize the Billing Adjustments for the period of January 1 through January 31, 2011 as identified on the attached report.*

**ROLL CALL VOTE:** Mrs. Dix - Aye; Mr. Mangels - Aye; Mr. Sacchinelli - Aye; Mr. DeFeo - Aye; Mr. Mattle - Aye  
**SAID MOTION APPROVED 5-0-0**

d. **Budget Transfer Resolution**

\*\*\* *It was moved by Mrs. Dix and seconded by Mr. Mangels to authorize transfer the funds as recommended by the Business Manager*

**ROLL CALL VOTE:** Mrs. Dix - Aye; Mr. Mangels - Aye; Mr. Sacchinelli - Aye; Mr. DeFeo - Aye; Mr. Mattle - Aye  
**SAID MOTION APPROVED 5-0-0**

e. **HTMUA Finance Policy Update:** The Business Manager reviewed proposed minor updates to the HTMUA Finance Policy.

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**\*\*\* It was moved by Mrs. Dix and seconded by Mr. Mangels to approve the revisions to the HTMUA Finance Policy as recommended by the Business Manager.**

**ROLL CALL VOTE: Mrs. Dix – Aye; Mr. Mangels - Aye; Mr. Sacchinelli – Aye; Mr. DeFeo – Aye; Mr. Mattle – Aye**  
**SAID MOTION APPROVED 5-0-0**

- 4. Personnel Committee:** Moved to Executive Session.
  - 5. Policy Committee:** No report.
  - 6. Conservation Committee:** No report.
  - 7. Safety Committee:** The next meeting is scheduled for March 2, 2011 at 8:30 am.
- 14. PUBLIC COMMENTS:** Mayor Gatto spoke to the Board regarding the cooperation received in developing shared services agreements between the MUA and the Township. Committeeman Silva complimented the MUA operations and its long term success.

Mrs. Dix expressed her desire for all residents and township employees to be more aware of their environment and issues that they come across and make notification to the appropriate department and/or take action to correct the issue.

- 15. OLD BUSINESS:** Mrs. Dix inquired as to the status of the Eaglesmere pump station turn-over. The Executive Director and the Alternate Solicitor reviewed the status of the Pump Station easements, deed and insurance for the Board.

**16. NEW BUSINESS:** None

**17. REVIEW OF PRIOR RESOLUTIONS:**

**A. January Resolutions:** No changes were noted.

**18. CONFIRM EXECUTIVE SESSION (9:05 PM)**

**\*\*\* It was moved by Mr. DeFeo and seconded by Mr. Sacchinelli to enter into an executive session to discuss personnel matters and shared service agreements with the Township of Hamilton.**

**SAID MOTION ADOPTED WITH FIVE MEMBERS VOTING “AYE”; NO “NAY”; NO “ABSTAIN”**

*A short recess was taken prior to entering into the Executive Session.*

*The Board returned to the regular meeting at 10:50 PM. The rest of the meeting was not recorded.*

**19. PERSONNEL – OPERATIONS MANAGER**

**\*\*\* It was moved by Mr. Mangels and seconded by Mrs. Dix authorize the Executive Director to internally post the Operations Manager job opening.**

**SAID MOTION ADOPTED WITH FOUR MEMBERS VOTING “AYE”; NO “NAY”; NO “ABSTAIN”**

HAMILTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
MINUTES OF REORGANIZATION AND REGULAR MEETING –  
FEBRUARY 9, 2011

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**20. PERSONNEL – EMPLOYEE PAYROLL DEDUCTION AGREEMENT**

*\*\*\* It was moved by Mrs. Dix and seconded by Mr. Mangels to enter into an employee payroll deduction allowing Mr. Robert Diefendorf to pay for health benefit premiums incurred during his extended medical leave of absence.*

**ROLL CALL VOTE:** Mrs. Dix – Aye; Mr. Mangels - Aye; Mr. Sacchinelli – Aye; Mr. DeFeo – Aye; Mr. Mattle – Aye  
**SAID MOTION APPROVED 5-0-0**

**21. ADJOURNMENT 10:51 PM**

*\*\*\* It was moved by Mrs. Dix and seconded by Mr. Mangels to adjourn the meeting.*

**SAID MOTION ADOPTED WITH FOUR MEMBERS VOTING “AYE”; NO “NAY”; NO “ABSTAIN”**

Respectfully submitted,

Susan Boyce  
HTMUA Recording Secretary

Stephen Blankenship  
Executive Director