
RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING MINUTES

JULY 18, 2013

365 Old York Road, Flemington, New Jersey
(908) 782-7453 Office (908) 782-7466 Fax

1. **MEETING CALLED TO ORDER AT 5:00 PM**

The meeting of the Raritan Township Municipal Utilities Authority (RTMUA) was called to order stating that the meeting had been advertised in accordance with the Open Public Meetings Act setting forth the time with the RTMUA office as the place of said meeting. It was further stated that a copy of the Agenda was posted on the RTMUA office bulletin board.

2. **ATTENDANCE ROLL CALL:**

Chair Del Vecchio	Here
Dr. Dougherty	Arrived at 5:13 pm
Mr. Kendzulak, Jr.	Here
Mr. Kinsella	Here
Mr. Tully	Here

Also present were Bruce Miller, RTMUA Executive Director; Greg LaFerla, RTMUA Chief Operator; Regina Nicaretta, RTMUA Executive Secretary; James G. Coe, PE, Hatch Mott MacDonald; Richard Tice, Esquire, Watts, Tice & Skowronek.

3. **PLEDGE OF ALLEGIANCE**

4. **APPLICATIONS:**

None

5. RESOLUTIONS:

Resolution #2013 - 40 Amending of Approved FY 2013 Budget

Mr. Kinsella made a motion to approve Resolution #2013 - 40 Mr. Tully seconded the motion.

Roll call vote:	Chair Del Vecchio	-	Yes
	Dr. Dougherty	-	Absent
	Mr. Kendzulak, Jr.	-	No
	Mr. Kinsella	-	Yes
	Mr. Tully	-	Yes

Resolution #2013 - 41 Approval of and Authorization to Execute Transfer of Wastewater Treatment Capacity Agreement, Flemington Trade Center to West Essex Management, Inc. (Block 36.02 Lot 19)

Mr. Kendzulak, Jr. made a motion to approve Resolution #2013 - 41, Mr. Kinsella seconded the motion. All were in favor.

Resolution #2013 - 42 Approval of and Authorization to Execute Transfer of Wastewater Treatment Capacity Agreement, Vulcan Property Acquisitions, LLC to The Ferber Company, Inc. (Block 9 Lot 14.01)

Mr. Kendzulak, Jr. made a motion to approve Resolution #2013 - 42, Mr. Tully seconded the motion. All were in favor.

Resolution #2013 - 43 Flemington Wet Weather Facility (FWWF) Settling Tank Rehabilitation Termination of Performance Bond and Acceptance of Maintenance Bond

Mr. Tully made a motion to approve Resolution #2013 - 43, Mr. Kendzulak, Jr. seconded the motion. All were in favor.

6. **Approval of Minutes:** Minutes of June 20, 2013

Mr. Kinsella made a motion to approve the minutes from the June 20, 2013 meeting. Mr. Kendzulak, Jr. seconded the motion. All were in favor. Dr. Dougherty abstained.

7. **Treasurer's Report / Payment of Bills:**

Mr. Kendzulak, Jr. - The bills totaled \$428,914.69.

Mr. Tully made a motion to approve the payment of bills. Mr. Kinsella seconded the motion.

Roll call vote:	Chair Del Vecchio	-	Yes
	Dr. Dougherty	-	Yes
	Mr. Kendzulak, Jr.	-	Yes
	Mr. Kinsella	-	Yes
	Mr. Tully	-	Yes

8. **Citizens' Privilege:**

None

9. **Adjourn into Closed Session by Motion, if Needed**

10. **Adjournment of Regular Meeting:**

Mr. Kendzulak, Jr. made a motion to adjourn the Regular Meeting. Mr. Tully seconded the motion. All were in favor.

RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
WORK SESSION MINUTES

JULY 18, 2013

365 Old York Road, Flemington, New Jersey
(908) 782-7453 Office (908) 782-7466 Fax

1. **The Work Session** of the Raritan Township Municipal Utilities Authority will be called to order upon the adjournment of the Regular Meeting.

2. **Correspondence:**

None

3. **Old Business:**

a) Oakridge @ Flemington (Apts.) – Flemington South – Phase V

Mr. Miller – It came about when someone who owns a condo but lives in the apartments questioned why the apartment was billed at one EDU and the condominium was by bedrooms or at .80. What it is actually, is the Sewer Unit Rental Schedule is mislabeled. The Apartments designation should be with Single Family Dwelling, not Condominium / Townhouse. So the way to fix it is to move Apartments with Single Family Dwellings. Then it will correctly reflect what we have been doing.

Mr. Del Vecchio – How does that affect anything? Does it change any of the billing?

Mr. Miller – No.

Mr. Del Vecchio – So this will be taken care of with a Resolution.

4. **New Business:**

None

5. **Professional Reports:**

a) Attorney - none

b) Engineer –

Mr. Coe – The only thing I really have to report on is I got a late message this afternoon from Mr. Diehl from Flemington indicating with a few, very minor wording modifications we may be on the verge of an Agreement with them. We'll make what I expect to be the final changes, and then distribute it; so you should see that within the next few days. I think we had promised them that we would vote on that next month.

Mr. Kendzulak, Jr. – I think we wanted to wait first to get good vibes back and then after they put it on their work session we can do that.

Mr. Coe – So, either Mr. Kendzulak or I will be back to you guys before the next meeting on whether we'll need a resolution or not. At that time, I'll put together a summary; I think that might be helpful.

Mr. Kendzulak, Jr. – Yes, we can see the changes and then discuss them before we vote on it in September.

Mr. Coe – We are trying to set it up so we can have it go into effect on December first. We can work session it next month and then it can be voted on in September.

Mr. Del Vecchio – What's going on with the SCADA? I was talking to Mr. LaFerla and the guys haven't been back for over a month to finish the programming and turn the controls to automatic for the DO.

Mr. Coe – I'll push on that, I was not aware of that hold up.

Mr. LaFerla – Last I heard they were waiting for a part, a relay or something and someone was out of the country and that's the last I heard on anything.

Mr. Kendzulak, Jr. – That will result in a major savings?

Mr. Del Vecchio – It should be additional savings. Right now when you're running real high DO and the blowers are running flat out but now the blowers will slow down so they won't pull as much electric.

Mr. Coe – There should already be some savings because the blowers are more efficient now.

Mr. Del Vecchio – The thing that we have to do to see the difference between the savings on the new electric, the way we're paying it and this is the overall kilowatts we're pulling and once we get all that going then we can look at the average kilowatts we were pulling before and the average kilowatts we're pulling now.

Mr. Kendzulak, Jr. – The building demolition project how is that all going?

Mr. Coe – I was going to call Mr. Miller on this to ask him to call the Building Inspector to push a little bit. The Contractor is complaining that he can't get a demolition permit. It's apparently been weeks of waiting. I don't understand the hold up.

Mr. Kinsella – This all has to go through Ms. Sunyak?

Mr. Del Vecchio – Mr. Miller, call Ms. Sunyak and ask her to help with this.
Mr. Miller – Okay, I'll call and see what is going on with it.

6. RTMUA Reports:

a) Administrative Report –

Mr. Kendzulak, Jr. – Mr. Miller, these electric usage charts are great but I'd like to see one more additional chart. I'd like to see a combination of all of these things added together. Some of them, well, like the Main Plant you can see we're down but some of the pump stations, we're over.

Mr. Miller – In other words our total bill.

Mr. Kendzulak, Jr. – Sum up all of the others to say this is where we are.

b) Operations Report

1. Chief Operator's Report

Mr. LaFerla – You had asked Ms. Nicaretta to call around and get Septage and Greywater prices. They are all pretty much the same. I think you could raise the prices a half a cent and the haulers will still come here. We're very convenient. If you add it to last month, it would have added about another \$3,500.00 or so.

Mr. Del Vecchio – So it may add another \$48,000.00 a year. Do we want to do it now or for the new year?

Mr. Kinsella – I would do it now.

Mr. Kendzulak, Jr. – I agree.

Mr. Del Vecchio – Okay, so we'll do a resolution for it in August but we have to give enough time to let them know if it's September 1, 2013.

Ms. Nicaretta – We would do the Resolution and then I would send a letter out the day after the meeting saying "as of" and the date. If we passed it at the August 15, 2013 meeting, they will have three weeks' notice before September 1, 2013.

i) Overtime Recap - ok

ii) Septage / Greywater Recap - ok

2. Laboratory Summary - ok

3. Maintenance Summary - ok

4. Readington Flows - ok

c) Commissioner's Comments:

7. **Discussion:**

a) 2nd Quarter Capacity Evaluation

Mr. Coe – You're very close to capacity, you had a very wet month. There was one wet month and then a couple months that weren't so wet but your flow was up there. You increased somewhat over previous months by about 160,000 gallons a day. So the long and short of it is that your flow is at 3.732 so you're within 68,000 gallons of your 3.8 capacity with everything accounted for. So we recommend you continue the status quo with new allocations. It's been quite a while now since you've actually been over your 3.8 and that hasn't happened since 2011. There has been some real improvement due to the I & I work that's been done.

Mr. Del Vecchio – Speaking of which Mr. LaFerla, when are we going to look at the other half of the interceptor?

Mr. LaFerla – We just started cutting up to the easement.

Mr. Kinsella – I see the guys out with the truck TVing, have they found anything?

Mr. LaFerla – They found some stuff, I've given Mr. Coe it. They are finding some stuff but nothing that's a calamity.

Mr. Kendzulak, Jr. – With all this rain, have there been any manhole surcharges? I know the one by Edgewood and Voorhees used to go.

Mr. LaFerla – No that one hasn't gone, the one by Pump Station #2 hasn't gone. We had infiltration at Sun Ridge #1 but we took care of that.

b) Motor Control Center (MCC) Recommendations Report and Proposal for Final Design from Hatch Mott MacDonald

Mr. Coe – We submitted a report to the Authority on the MCC and as we indicated in the past, we feel it needs to be replaced. We looked at a couple of options on how and where to replace it. Our opinion is that it should be replaced within the same building but not the same area because of safety issues. It would be better to move Mr. LaFerla and company out of the area they are in; build a new MCC in that area and then ultimately clear the area that the MCC is in now and make that the office area after putting in appropriate environmental things to separate the ventilation in that area from the rest of that building. That allows us to build the whole MCC in a situation where everything is powered down rather than trying to replace, piece by piece in a powered up situation.

We've submitted the report and I'm glad to take comments. We're proposing that the new MCC be designed to go from a 1,200 amp rating a 1,600 amp rating. We recognize the power company is not going to give us a 1,600 amp transformer because we can't justify it now but it will be rated for that; I know Mr. Kinsella was concerned about this for in the future. At this point, we need authorization to proceed with the final design. You had previously authorized \$110,000.00 last October to do this phase to get to this point. In fact, because we got the testing done more economically, we only spent \$82,000.00 of that \$110,000.00 so there is \$27,000.00 that is still yours. We are requesting \$120,000.00 to go through the final design.

Mr. Del Vecchio – What are your thoughts on new buckets; Smart Buckets?

Mr. Coe – I think some of that is proposed; it's in the report and recommendations.

Mr. LaFerla – Is there a way to get the power company to put that line underground when we do this project? That's the pole we always have problems with; that's why everybody else on the road had power three days before us during Hurricane Sandy.

Mr. Coe - Is that line the power company's or yours? Maybe FEMA would pay for that; to put it underground. We can look into that.

Mr. LaFerla – I think it's the power company's up until the transformer.

Mr. Kinsella – Mr. Coe, regarding future possible phosphorus treatment, is there any kind of estimate of what you would need power wise for whatever we would be required to need?

Mr. Coe – We don't think it will be a lot. We did look at that and I don't know the numbers off hand, I know we did look into it enough to know that with 1,600 we can do pretty much everything we have to do and we even looked at if we had to go to ozone or ultra violet radiation for disinfections which is bigger power user but it voids the chemical use of chlorine and sulfur dioxide and we could power that with 1,600.

Mr. Kendzulak, Jr. – Would it be enough for a plant expansion?

Mr. Coe – A plant expansion within reason.

Mr. Kinsella – So you said the power company won't upgrade us; where does that leave us?

Mr. Coe – It'll leave you with a system that can accept a bigger transformer or bigger load when you can justify needing a bigger transformer.

Mr. Del Vecchio – So when we would need it, they would swap it out then.

Mr. Kendzulak, Jr. – I'm looking at the Cost / Project Timing in the report. It looks like the application to the NJEIT, the funding request is about \$2,374,000.00 but you are anticipating it to be \$1,700,000.00 so it's going to

less?

Mr. Coe - That's the construction cost, the \$1,700,000.00; the total project cost is the \$2,000,000.00 plus amount.

Mr. Kendzulak, Jr. – Is this guaranteed that we are going to get this from NJEIT?

Mr. Coe – Yes.

Mr. Del Vecchio – It needs to be replaced, it's got a band aid on it right now.

Mr. Kinsella – How long will a new MCC last?

Mr. Coe – The one you have now lasted thirty some years. The new one should last thirty to forty years.

Mr. Del Vecchio – We'll get a formal resolution next month but its okay for them to get going.

c) Draft of Budget

Mr. Miller – The important thing about the Draft Budget is the bottom of the first page where it says negative 3.47%. That's the change in the budget between 2013 and 2014.

Mr. Tully – Is that due to the electric?

Mr. Miller – It's due to a lot of things; the electric, the insurance, the gas we're going to come down on. There weren't any crazy things; we did a pretty good budgeting job I think. And that's with an across the board 2% increase, not saying anyone has to do that, it's just a number to plug in. The second page you can see what changed, the fold out page. It's the one Mr. Kendzulak asked me to do last year and I think it's a good idea to see the account changes. You have a column for what increased and what decreased. The columns for what stayed the same are obvious, there's nothing on them. You can see on the bottom its \$210,000.00 less than last year. Mr. Kiel and I, and I'm trying to convince these folks to get involved, are doing the revenue right now. Capital Acquisitions, we are working on that too.

Mr. Kendzulak, Jr. – I guess by the next meeting these half a dozen or so issues you have listed on the front page will be resolved.

Mr. Del Vecchio – With the FEMA stuff, is there any way to put a storage tank somewhere for diesel for the generators? It might be a 10,000 gallon tank. My thought would be, we have a bunch of diesel trucks that you could put a pump on it and that way we could buy the diesel in bulk and fuel our trucks off it too.

Mr. Coe – I can look into it, there is potential money for that. The issue is, there are certain kinds of fuels including diesel you don't want to keep too long. It might be something you want to work a deal with the Township.

Mr. Del Vecchio – All the Public Works trucks, they don't have their own fuel? If you put in a tank, we might be able to do something with the County and all but we will have something where if we have to run on generator for a while and we can also run the trucks out of here.

Mr. Kinsella – Weren't we discussing the possibility of adding natural gas for the generators or something?

Mr. Miller – I heard that they are terribly expensive to run.

Mr. Coe – The natural gas generators are generally physically bigger so I don't know if the generator we have could be converted; I'm thinking it can't be but I'd have to check. If it could be converted it would be a huge expense to change out the generator. The other thing that is coming about because the gas lines down the shore got washed away in Hurricane Sandy, the DEP is now looking to perhaps enforce a regulation that says "if you use natural gas as a source you need to have two days' supply on hand" which is a very difficult thing to do. Any kind of emergency use you are must have stand by power, it's required as a matter of law. In the case your pump stations and treatment plant, as a matter of law, the TWA regulations generally require you have stand by power. We have done many for you and other clients where I don't think there's any fear here of gas lines getting washed away but any new facilities may be looked at and may not be approved if it's a natural gas supply.

Mr. Kendzulak, Jr. – How long are we good for if the power goes out now?

Mr. LaFerla – Two days.

Mr. Del Vecchio – But when you have something like Hurricane Sandy, where we were out for weeks.

Mr. LaFerla – Eleven days I think.

Mr. Kendzulak, Jr. – Where were you getting fuel from?

Mr. LaFerla – Skylands, during an emergency he will come here every day so we don't have to worry about it; and he did, he came every day we were out of power.

Mr. Del Vecchio – He was also doing the pump stations too, wasn't he?

Mr. LaFerla – The ones that are diesel.

Mr. Kendzulak, Jr. – Are they always topped off?

Mr. LaFerla – Not right now, when we know a storm is coming, it's one of the things we do to prepare and make sure everything is ready.

Mr. Miller – Mr. Coe, I was at a meeting where they were saying FEMA is paying ninety percent instead of seventy – five percent, is that true?

Mr. Coe – Yes, but I was in a conversation this morning about JIFs. The JIFs have pretty liberal coverage and FEMA doesn't cover if you're covered by insurance. There are some issues with JIFs that have coverage but they don't have the money because JIFs don't anticipate that every one of their customers

are going to have a claim in the same year. So there are apparently some serious issues coming up that might result in a substantial increase of the premiums with the various JIFs in the state. I don't know if it's adequate if the JIF says "we're not paying because we are out of money" that FEMA will automatically say "okay we'll pay ninety percent" or they may say "you have insurance go see your insurance company."

8. **Adjourn into Closed Session by Motion, if Needed**

9. **Adjournment of Work Session:**

Mr. Kendzulak, Jr. made a motion to adjourn the Work Session. Mr. Tully seconded the motion. All were in favor. The Meeting ended at 5:53 pm.