
RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING MINUTES

MAY 15, 2014

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	Here
Mr. Kendzulak, Jr.	Here
Mr. Kinsella	Here
Mr. Tully	Absent

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; C. Gregory Watts, Esquire, Watts, Tice & Skowronek.

3. **PLEDGE OF ALLEGIANCE**

4. **APPLICATIONS:**

None

5. RESOLUTIONS:

Resolution #2014 - 23 Approval of Change Order for Building Demolition Project

Mr. Kendzulak, Jr. made a motion to approve Resolution #2014 - 23, Dr. Dougherty seconded the motion.

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

6. Approval of Minutes: Minutes of April 17, 2014

Mr. Kendzulak, Jr. made a motion to approve the minutes from the April 17, 2014 meeting. Mr. Kinsella seconded the motion. All were in favor. Dr. Dougherty abstained.

7. Treasurer's Report / Payment of Bills:

Mr. Kendzulak, Jr. - The bills totaled \$596,360.12. We are at 49.58% of our budget; some of these bills have been paid early and after the audit, some items will be reconciled. Last year we were at 42% of the budget at this time.

Mr. Kinsella made a motion to approve the payment of bills. Mr. Kendzulak, Jr. seconded the motion.

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

8. **Citizens' Privilege:**

None

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

10. **Adjournment of Regular Meeting:**

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

RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
WORK SESSION MINUTES

MAY 15, 2014

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

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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. **Unfinished Business:**

None
4. **New Business:**

None
5. **Professional Reports:**
 - a) Attorney - none
 - b) Engineer - ok
6. **RTMUA Reports:**
 - a) Administrative Report - ok
 - b) Operations Report
 1. Chief Operator's Report - ok
 - 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:

Mr. Kendzulak, Jr. – I have one thing, I looked at the revenue we're generating from the septage and greywater; it looks like we're \$15,000 off from where we were last year. I know we did raise the rate and I don't know if that's having an effect.

Mr. LaFerla – Part of the reason is ACUA was closed for two weeks and we didn't take septage for those two weeks and we're only taking 40,000 gallons a day now so we can catch up on our sludge.

Mr. Kendzulak, Jr. – We're about 150,000 gallons off from where we were last year. I didn't know if the increase in the rate had anything to do with it.

Mr. LaFerla – No, we still get the same amount of haulers, we're just limiting them right now.

Mr. Coe – One thing about sludge that I'd like to share with you; just now there is an appellate decision that is related to the Passaic River Basin, the community there had sued DEP to get seasonal limits on phosphorus. The appellate judge ruled that they are not justified. There is some discussion on whether they are going to go to Supreme Court with it, but I got the impression that the general feeling was that even if they tried the Supreme Court wouldn't take it up. So it sounds like, to the extent this may affect the Raritan River Basin you're not going to have seasonal limits, the DEP will stick to year round limits on phosphorus. That means you're going to have to potentially put chemical in your wastewater on a year round basis, which will generate excess sludge on a year round basis, whereas the feeling of most scientific people is that during the cooler months, algae doesn't really grow in freezing cold water or ice.

Mr. Kendzulak, Jr. – So DEP has imposed limits on Passaic River Basin?

Mr. Coe – Yes. They are a little bit ahead of you. They've done their TMDL study a couple years ago and they've been imposed year round limits.

Mr. Kendzulak, Jr. – When can we expect that to happen; the next permit cycle?

Mr. Coe – You're getting pretty close. They'll put it in your next permit cycle.

Mr. Kendzulak, Jr. – We'll have five years?

Mr. Coe – Well, no, some of the permits now are coming down to three years. They are saying that you've known this has been coming for ten years. We are not sure what the limit is yet; what I've recommended in the past is we just stand back and wait and when we do get a limit and we know what we're dealing with, HMM would provide a feasibility study on how you would achieve that limit and how much it will cost.

Mr. Kendzulak, Jr. – We were budgeting a number to the tune of two to three million dollars.

Mr. Del Vecchio – That would be for tertiary treatment.

Mr. Coe – There may be things we can do. There is more to come on it but just so you know that it looks like it's going to be a year round limit and you'll be burdened by that cost on a year round basis.

Mr. Kinsella – To follow up from last meeting, the Sun Ridge Property Manager, on my concern about the landscapers parking in that area, where they are parking their vehicles, it's not our property?

Mr. Miller – No, it isn't. She said she is aware of it and she has no problem with it.

7. **Discussion:**

a) Draft Administrative Employee Policy & Procedure Handbook

Mr. Miller – If you can go through that and make comments on it; once it's approved, I think we need a resolution in June, and then we'll get a discount.

Mr. Kendzulak, Jr. – Mr. Miller, it's my understanding that this is coming from the JIF, are all of these comments associated directly with what the JIF says or are there any other things that are being modified here.

Mr. Miller – They had a boiler plate and Mrs. Struening and Ms. Nicaretta picked all of it, if I'm not mistaken.

Ms. Nicaretta – Yes, but not verbatim; we had Mr. Watts review it to make sure it was appropriate for RTMUA; anything marked in yellow is changes that Mrs. Struening felt needed to be made from a Human Resources point of view and some of the changes came from the Union changes, like the longevity amounts.

Mr. Watts – You both took the JIF language and changed it slightly so it fit RTMUA. I've gone over all of the changes and they are okay.

Ms. Nicaretta – Yes, any changes from the JIF are in grey; anything that has an asterisk is a mandatory policy or procedure or wording that the JIF requires.

Mr. Watts – You need a resolution at the next meeting?

Ms. Nicaretta – Yes, in June. They gave us a little extra time, they had wanted it by the end of May but Mrs. Struening spoke to them and they said June was fine.

Mr. Del Vecchio – Mr. Watts, you reviewed this?

Mr. Watts – Yes; Mrs. Struening and Ms. Nicaretta did a good job on it.

Mr. Del Vecchio – Mr. Miller, you said once we approve this...

Mr. Miller – We just submit it to them and they review it and if they accept it, which I'm pretty sure they will, we get a discount, I don't know the dollar amount but it is probably substantial. There are also classes that I've taken to

get a \$250.00 discount; I think each one of you can take the same class and get a \$250.00 discount too.

Mr. Watts – I think you can do it on the internet, can't you?

Mr. Miller – Yes, you can. It's about twenty minutes and it's pretty basic.

Mr. Watts – If you need additional time to review it, the resolution will be next month so if anyone has any questions, it can be addressed next month.

b) Status Report from Tyler & Carmeli regarding FWWF Permit

Mr. Miller – Mr. Watts, would you like to speak about this?

Mr. Watts – There's been a little bit more of an update now; there has been a meeting scheduled with the Assistant Commissioner. I don't know him but Mr. Tyler does and says he's a good guy. That meeting is scheduled for June 24th at 1:30 pm. Mr. Tyler felt it was a good sign because if it goes well, that's great, if it doesn't go well we can still meet with the Commissioner thereafter. We just have to be careful about the number of attendees'; it's recommended that we not have too many people.

Mr. Kendzulak, Jr. – Who is going to be there?

Mr. Watts – Mr. Tyler, Ms. Carmeli, the Environmental Counsel for Flemington, the Mayor, they want me to go and they want Mr. Del Vecchio to go if he's available. If it's going to be more of a technical meeting than we may want someone like Mr. Coe to go and they may want the Flemington Borough Operator to go; it depends.

Mr. Kendzulak, Jr. – Who from DEP?

Mr. Watts – The Assistant Commissioner, and the Deputy Commissioner who Mayor Edwards has asked to attend.

Mr. Kendzulak, Jr. – Is the Senator and the Assembly people going to be there?

Mr. Watts – Yes, all three of them will be there.

Mr. Del Vecchio – Mr. Miller, what I would like you to send to me in an email so I can go through it, is the Draft Permit and some of the background because I don't have all of it.

Mr. Coe – I think Mr. Patoczka has put together a letter.

Mr. Del Vecchio – Yes, if I can have that letter and the Draft Permit so I can review all of it.

Mr. Watts – Mr. Tyler will have an outline for the presentation that will also help you.

8. Adjourn into Closed Session by Motion, if Needed

Mr. Watts – We will be going into Closed Session to discuss Contractual Matters and it is unknown if any action will be taken once we come out of Closed Session.

Dr. Dougherty made a motion to adjourn into Closed Session for the above stated purpose and Mr. Kendzulak, Jr. seconded the motion. Closed Session was from 5:28pm – 5:46 pm.

9. Adjournment of Work Session:

Mr. Kinsella made a motion to adjourn the Work Session. Dr. Dougherty seconded the motion. All were in favor. The Meeting ended at 5:47 pm.