

OCTOBER 24, 2018

The Regular Meeting of the Hanover Sewerage Authority, County of Morris and State of New Jersey, was held on Wednesday, OCTOBER 24, 2018 at 8:30 in the evening, prevailing time, at the Municipal Building, 1000 Route 10, Whippany, New Jersey.

PRESENT: Chairman Dittrick; Members Byrne, Fashano and Kuehner; Michael C. Wynne, P.E., Executive Director; Christopher Falcon, Esq.; Silvio Esposito, Treasurer and Brian Cahill, Township Liaison

ABSENT: Member Corona

STATEMENT OF PRESIDING OFFICER

Adequate notice of this meeting has been provided in accordance with the Open Public Meeting Act by posting written notice and agenda of the meeting on the Bulletin Board in the Municipal Building, 1000 Route 10, in the Township of Hanover, and by informing the following newspapers:

HANOVER EAGLE/REGIONAL WEEKLY NEWS  
MORRIS COUNTY DAILY RECORD

(Signed) Chairman  
Dennis Dittrick

Chairman Dittrick opened the meeting to the public at 8:30 pm. A public hearing was held on the adoption Resolution No. 48-18 Rate Schedule Change for 2019 fiscal year. There were no comments made by the public after the Resolution was public noticed. The Executive Director closed the public comment period. The Executive Director read the Resolutions onto the record. The Executive Director asked for a motion to approve Resolution No 48-18. A motion was made by Member Kuehner.

**RESOLUTION NO. 48-18**

WHEREAS, the Hanover Sewerage Authority (hereinafter "the Authority") is authorized by the Sewerage Authorities Law (N.J.S.A. 40A:14-7 (11) to make and enforce rules and regulations for the management and regulation of its business and affairs and or the use, maintenance and operation of the sewerage system and any other of its properties, and to amend the same; and

WHEREAS, the Authority adopted the "Regulations and Specifications and Rate Schedule of the Hanover Sewerage Authority" (hereinafter "the Regulations") on November 30, 1960 and amended the same from time to time including a comprehensive revision dated January 1, 2004; and

WHEREAS, the Authority has reviewed the current Rate Schedule and desires to implement changes in the following areas for the 2018 fiscal year:

- 1) Adjust the user charges

- 2) Adjust the connection fee

WHEREAS, The Authority has considered certain amendments to the Rate Schedule of the Authority meeting of September 24, 2018 as set forth in Resolution No. 43-18 ; and

WHEREAS, a copy of Resolution 40-17 was published in accordance with N.J.S.A. 40:14A-8 and a hearing held thereon on October 24, 2018 at 8:30 p.m. at the Municipal Building, 1000 Route 10, Whippany, New Jersey.

NOW, THEREFORE, BE IT RESOLVED by the Hanover Sewerage Authority as follows effective December 1, 2018:

- 1) Appendix I, Charge Systems and Fees, is amended as follows:
  - 1) Paragraph 10, Fee Schedule
  - 2) Connection Charges

i Basic Connection Charge	\$6,200.00
ii Average Sewerage Flow	185 gpd
  - e) User Charges –

Facilities Charge per ccf	\$2.60
Volume Charge per ccf	\$4.52
- 3) The balance of Appendix I shall remain unchanged.
- 4) If any provision of this Resolution or the application thereof to any person or circumstance is held invalid by a court of competent jurisdiction, such validity shall not affect other provisions of the Resolution and to this end the provisions of this Resolution are declared to be severable.
- 5) This Resolution shall take effect as provided by law.

DATED: October 24, 2018

HANOVER SEWERAGE AUTHORITY  
COUNTY OF MORRIS  
STATE OF NEW JERSEY

Member Fashano seconded. Ayes: Chairman Dittrick, Members Byrne and Kuehner . Absent: Member Corona.

The Executive Director asked for a motion to approve the following 2018 minutes. Member Kuehner made the motion.

**APPROVAL OF MINUTES**

December 13, 2017; January 24, 2018; February 28, 2018; April 25, 2018; May 23, 2018; June 27, 2018 and July 18, 2018

**COMMUNICATIONS**

1. **NJDEP**

- a. 09/24/2018 Email re: Wastewater Management Plan

**PROOF OF PUBLICATION**

- a. 09/26/2018 Star Ledger re: Resolution No. 43-18
- b. 09/27/2018 Hanover Eagle re: Resolution No. 43-18

**RESOLUTIONS**

The Executive Director asked for a motion to approve the following Resolution. Member Kuehner made the motion.

**RESOLUTION NO. 45-18**

BE IT RESOLVED by the Hanover Sewerage Authority in the Township of Hanover, County of Morris and State of New Jersey as follows:

- 1. The Chairman is authorized and directed to sign new or revised Service Agreements in the form approved by the Authority with the following as shown on the Tax Map of the Township of Hanover.

**OWNER**

Hanover 3201 Realty LLC  
Didit Once Again, LLC  
Savvy Holdings, LLC

**BLOCK/LOT**

3201 / 1 and 2  
8801 / 11  
6902 / 8

- 2. This Resolution shall take effect as provided by law.

DATED: October 24, 2018

HANOVER SEWERAGE AUTHORITY  
COUNTY OF MORRIS  
STATE OF NEW JERSEY

Member Fashano seconded. Ayes: Chairman Dittrick, Members Byrne and Kuehner . Absent: Member Corona.

The Executive Director asked for a motion to approve the following Resolution. Member Kuehner made the motion.

**RESOLUTION NO. 46-18**

BE IT RESOLVED by the Hanover Sewerage Authority in the Township of Hanover, County of Morris and State of New Jersey as follows:

1. The Executive Director, Michael C. Wynne, is authorized and directed to sign the Utility Engineering and Construction Agreement (UECA-15-ADA North, Contract #4,154140).
2. This Resolution shall take effect as provided by law.

DATED: October 24, 2018

HANOVER SEWERAGE AUTHORITY  
COUNTY OF MORRIS  
STATE OF NEW JERSEY

Member Fashano seconded. Ayes: Chairman Dittrick, Members Byrne and Kuehner . Absent: Member Corona.

The Executive Director asked for a motion to approve the following Resolution. Member Kuehner made the motion

**RESOLUTION NO. 47-18**

BE IT RESOLVED by the Hanover Sewerage Authority in the Township of Hanover, County of Morris and State of New Jersey as follows:

1. The Executive Director, Michael C. Wynne, is authorized and directed to sign the Utility Engineering and Construction Agreement (UECA-01- Rt.10 WB, Rt.287 to Jefferson Rd - 124360).
2. This Resolution shall take effect as provided by law.

DATED: October 24, 2018

HANOVER SEWERAGE AUTHORITY  
COUNTY OF MORRIS  
STATE OF NEW JERSEY

Member Kuehner seconded. Ayes: Chairman Dittrick, Member Byrne and Kuehner . Absent: Member Corona.

The Executive Director asked for a motion to approve the following Resolution. Member Kuehner made the motion

**RESOLUTION NO. 49-18**

WHEREAS, the Authority desires to implement merit based pay increases for calendar year 2018

NOW, THEREFORE, BE IT RESOLVED by the Hanover Sewerage Authority, in the County of Morris and State of New Jersey, on this 24<sup>th</sup> day of October 2018 as follows:

- 1) Salaries and wages for the various employees of the Hanover Sewerage Authority shall be adjusted based upon the ratings received on 2017 end of year evaluations.
- 2) Percent increases shall be as follows:

<b>Evaluation Score</b>	<b>Percent Increase</b>
120 or greater	3.375
115 to less than 120	2.875
110 to less than 115	2.375
105 to less than 110	2
100 to less than 105	1.25
95 to less than 100	1
less than 95	0

The percent increase for employees with an annual salary of more than \$100,000 shall be capped at 2%, regardless of evaluation score, for 2017.

- 3) Any employee not receiving an increase shall be subject to a mid-year review at which time they may be eligible for an increase for the balance of the year.
- 4) Only those employees currently on the payroll of the Authority at the time of adoption of this Resolution shall receive retroactive salary adjustments, except those employees who have retired from service on or after January 1, 2018, but prior to the adoption of this Resolution shall receive retroactive salary adjustments effective January 1, 2018 through the date of retirement. No other exceptions shall be made.

- 5) A copy of this Resolution shall be distributed to all current employees and the Authority Treasurer.

DATED: October 24, 2018

HANOVER SEWERAGE AUTHORITY  
 COUNTY OF MORRIS  
 STATE OF NEW JERSEY

Member Kuehner seconded. Ayes: Chairman Dittrick, Member Byrne and Kuehner . Absent: Member Corona.

The Executive Director asked for a motion to approve the following Resolution. Member Kuehner made the motion

**RESOLUTION NO. 50-18**

WHEREAS, the Authority desires to update its Salary Guide for calendar year 2018.

NOW, THEREFORE, BE IT RESOLVED by the Hanover Sewerage Authority, in the County of Morris and State of New Jersey, on this 24th day of October, 2018 as follows:

- 6) Salaries and wages for the various positions of employment within the Hanover Sewerage Authority shall fall within the range of the minimum and maximum amounts delineated on Salary Guides A and A-1.
- 7) Salary Guides for 2018 shall be as follows:

<b>SALARY GUIDE 2018 A-1</b>			
<b>Group</b>	<b>Minimum Salary</b>		<b>Maximum Salary</b>
<b>I</b>	25,762		59,673
<b>II</b>	27,829		64,458
<b>III</b>	30,240		70,024
<b>IV</b>	32,797		76,125
<b>V</b>	35,482		82,369
<b>VI</b>	38,111		88,735
<b>VII</b>	40,571		94,651
<b>VIII</b>	43,708		102,050
<b>IX</b>	47,249		110,462
<b>X</b>	49,951		116,813

<b>Hourly Rates Based On 40 Hour Week</b>			
<b>Group</b>	<b>Minimum Salary</b>		<b>Maximum Salary</b>
<b>I</b>	12.39		28.69
<b>II</b>	13.38		30.99
<b>III</b>	14.54		33.67
<b>IV</b>	15.77		36.60
<b>V</b>	17.06		39.60
<b>VI</b>	18.32		42.66
<b>VII</b>	19.51		45.51
<b>VIII</b>	21.01		49.06
<b>IX</b>	22.72		53.11
<b>X</b>	24.01		56.16

<b>SALARY GUIDE 2018 A</b>			
<b>Group</b>	<b>Minimum Salary</b>		<b>Maximum Salary</b>
<b>I</b>	<b>25,100</b>		<b>58,058</b>
<b>II</b>	<b>27,105</b>		<b>62,766</b>
<b>III</b>	<b>29,459</b>		<b>68,190</b>
<b>IV</b>	<b>31,939</b>		<b>74,054</b>
<b>V</b>	<b>34,546</b>		<b>80,185</b>
<b>VI</b>	<b>37,104</b>		<b>86,330</b>
<b>VII</b>	<b>39,507</b>		<b>92,084</b>
<b>VIII</b>	<b>42,548</b>		<b>99,296</b>
<b>IX</b>	<b>45,990</b>		<b>107,458</b>
<b>X</b>	<b>49,951</b>		<b>116,813</b>
<b>XI</b>	<b>53,507</b>		<b>125,387</b>
<b>XII</b>	<b>57,612</b>		<b>135,046</b>
<b>XIII</b>	<b>61,878</b>		<b>145,301</b>
<b>XIV</b>	<b>66,446</b>		<b>156,260</b>
<b>XV</b>	<b>71,957</b>		<b>169,412</b>
<b>Hourly Rates Based On 35 Hour Week</b>			
<b>Group</b>	<b>Minimum Salary</b>		<b>Maximum Salary</b>

<b>I</b>	<b>13.79</b>		<b>31.90</b>
<b>II</b>	<b>14.89</b>		<b>34.49</b>
<b>III</b>	<b>16.19</b>		<b>37.47</b>
<b>IV</b>	<b>17.55</b>		<b>40.69</b>
<b>V</b>	<b>18.98</b>		<b>44.06</b>
<b>VI</b>	<b>20.39</b>		<b>47.43</b>
<b>VII</b>	<b>21.71</b>		<b>50.60</b>
<b>VIII</b>	<b>23.38</b>		<b>54.56</b>
<b>IX</b>	<b>25.27</b>		<b>59.04</b>
<b>X</b>	<b>27.45</b>		<b>64.18</b>
<b>XI</b>	<b>29.40</b>		<b>68.89</b>
<b>XII</b>	<b>31.65</b>		<b>74.20</b>
<b>XIII</b>	<b>34.00</b>		<b>79.84</b>
<b>XIV</b>	<b>36.51</b>		<b>85.86</b>
<b>XV</b>	<b>39.54</b>		<b>93.08</b>

**PART-TIME SALARY GUIDE 2018**

Part-Time Clerical – \$13.79 to \$29.71

Seasonal/Summer – \$ 8.75 to \$25.00

(Individuals rehired shall receive an incremental increase of \$.25/hr. for each previous year of service.)

Seasonal/Part Time- Guide A-1, Group III or IV

- 8) The 2018 Salary Guides shall take effect January 1, 2018 and remain in effect until modified.
- 9) Only those employees currently on the payroll of the Authority at the time of adoption of this Resolution shall receive retroactive salary adjustments, except those employees who have retired from service on or after January 1, 2018, but prior to the adoption of this Resolution shall receive retroactive salary adjustments effective January 1, 2018 through the date of retirement. No other exceptions shall be made.
- 10) A copy of this Resolution shall be distributed to all current employees and the Authority Treasurer.

DATED: October 24, 2018

HANOVER SEWERAGE AUTHORITY  
COUNTY OF MORRIS  
STATE OF NEW JERSEY

ATTEST:

Member Fashano seconded. Ayes: Chairman Dittrick, Member Byrne and Kuehner . Absent: Member Corona.



The Executive Director asked for a motion to approve the following Resolution. Member Kuehner made the motion

**RESOLUTION NO. 51-18**

BE IT RESOLVED, by the Hanover Sewerage Authority, County of Morris and State of New Jersey, in accordance with Resolution No. 35-16, Resolution No. 49-18, Resolution 50-18 and Resolution No. 49-05, that the rates of compensation for employees, effective January 1, 2018 shall be as follows:

NAME	GRP	GUIDE	2018 BASE RATE	INCENTIVE	2018 RATE W/ INCENT	2018 ANNUAL SALARY W/ INCENTIVE	
Michael Wynne	14	A	NA	\$ -		\$ 155,540	
Peter Tyrrell	12	A	NA			\$ 130,603	
Thomas Camasta	10	A	\$ 56.12	\$ -	\$ 56.12	\$ 116,730	
German Garcia	9	A-1	\$ 43.70	\$ 1.50	\$ 45.20	\$ 94,016	
Michele Parmentier	9	A-1	\$ 51.78	\$ 0.60	\$ 52.38	\$ 108,950	
Christine Gasparine	8	A-1	\$ 44.58	\$ -	\$ 44.58	\$ 92,726	
Vincent Imbimbo	8	A-1	\$ 38.46	\$ 1.00	\$ 39.46	\$ 82,077	
Frank Sanchelli	7	A-1	\$ 37.70	\$ -	\$ 37.70	\$ 78,416	
Michael Meduni	7	A-1	\$ 39.72	\$ 1.10	\$ 40.82	\$ 84,906	
John Adamsky	7	A-1	\$ 42.78	\$ -	\$ 42.78	\$ 88,982	
Devon Tomlinson	7	A-1	\$ 38.78	\$ -	\$ 38.78	\$ 80,662	
Richard Vogt	7	A-1	\$ 30.66	\$ 0.40	\$ 31.06	\$ 64,605	
Jerry Mahoney	7	A-1	\$ 29.75		\$ 29.75	\$ 61,880	
Stanley Moskal	7	A-1	\$ 27.98	\$ 0.60	\$ 28.58	\$ 59,446	
Thomas Rufalo	7	A-1	\$ 27.00		\$ 27.00	\$ 56,160	*
Steven Jones	7	A-1	\$ 29.00		\$ 29.00	\$ 60,320	**
John Quinn	3	A-1	\$ 26.64	\$ -	\$ 26.64	\$ 55,411	
Mark Stokes	4	A-1	\$ 23.79	\$ -	\$ 23.79	\$ 49,483	
Maria D'Amore	3	A-1	\$ 31.47	\$ -	\$ 31.47	\$ 65,458	
Lauren Abrams	6	A	\$ 36.03	\$ -	\$ 36.03	\$ 74,942	
						* Effective 6/1/18	
						** No Change Eff DOH	

NOTE: Employees in Group 10 and lower are paid on an hourly basis. References to annual salary are based on scheduled weekly work hours for fifty-two (52) weeks.

Employees in Group 12 and higher are paid an annual salary on a calendar year basis.

BE IT FURTHER RESOLVED that a copy of this Resolution be transmitted to the Treasurer for his records and necessary action.

DATED: October 24, 2018

HANOVER SEWERAGE AUTHORITY  
COUNTY OF MORRIS  
STATE OF NEW JERSEY

Member Fashano seconded. Ayes: Chairman Dittrick, Member Byrne and Kuehner . Absent: Member Corona.

Member Kuehner moved the following reports be accepted and filed as received; Member Fashano seconded. Ayes: Member Byrne and Kuehner . Absent: Member Corona.

**REPORTS**

Plant Operations Report – dated September 13 – October 17, 2018  
Mott MacDonald Report – dated October 19, 2018  
Collection System Status Report – dated September 13 – October 17, 2018  
Superintendents Report No. 783 – dated September, 2018  
Treasurers Report – dated September 30, 2018

Member Kuehner moved the payment of following bills be approved or confirmed; Member Fashano seconded; there was unanimous approval. Absent: Member Corona

**SEPTEMBER 2018**

<b><u>REVENUE FUND 117</u></b>	\$ 5,673.36
<b><u>REVENUE FUND 118</u></b>	\$295,079.74
<b><u>REVENUE FUND 201</u></b>	\$ 0.00
<b><u>PLANT EXPANSION FUND 301</u></b>	\$ 25,481.07
<b><u>PLAN REVIEW FUND 401</u></b>	\$ 2,379.21
<b><u>PAYROLL</u></b>	\$ 194,003.26

October bills will be confirmed in November.

**OTHER BUSINESS**

**OPEN TO PUBLIC**

**ADJOURNMENT**

The Chairman accepted a motion to adjourn the meeting. Member Kuehner made the motion, Member Fashano seconded; there was unanimous approval. Absent: Member Corona. The meeting adjourned at 8:40 p.m.

Respectfully submitted,

Michael C. Wynne, P.E.  
Executive Director