

May 4, 2011

The Regular Meeting of the Hanover Sewerage Authority, County of Morris and State of New Jersey, was held on Wednesday, May 4, 2011 at 8:34 in the evening, prevailing time, at the Municipal Building, 1000 Route 10, Whippany, New Jersey.

PRESENT: Chairman Schleifer, Members O'Brien, Fariello, and Galacki; Liaison Sheridan, Michael C. Wynne, P.E., Executive Director; Silvio Esposito, Treasurer and Christopher Falcon, Esq.

ABSENT: Member O'Hare

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

And by filing same with the Township Clerk.

(Signed) Joseph Schleifer,
Chairman

The Executive Director, Michael Wynne, noted that the following correspondence was received:

1. MARAZITI FALCON HEALEY

- a. 03/28/2011 Letter re: HSA 2010 Audit
- b. 04/20/2011 Memo re: Connection Fee Amendment

2. HATCH MOTT MACDONALD

- a. 04/20/2011 Letter re: Contract 37 Payment Requisition No. 10
- b. 04/28/2011 Letter re: Carlied, LLC – The Executive Director called for a motion to approve revised plans. Member Galacki made the motion; Member O'Brien seconded. There was unanimous approval.

3. PS&S

- a. 04/27/2011 Letter re: Contract 36 Payment Requisition No. 17

4. NJDEP

- a. 03/21/2011 Letter re: Cedar Knolls Mews TWA
- b. 04/07/2011 Letter re: Pretreatment Program Annual Report Review
- c. 04/18/2011 Letter re: Pretreatment Program Annual Report Review
- d. 04/27/2011 Letter re: STP Pond Rehabilitation and Miscellaneous Improvements/Financials
- e. 04/28/2011 Letter re: STP Pond Rehabilitation and Miscellaneous Improvements/Permits
- f. 04/29/2011 Letter re: Inspection
- g. 04/28/2011 Letter re: Morris County WWMP

5. NJDOL

- a. 03/28/2011 Letter re: Safety Award – Member Galacki wished to pass along congratulations to the employees for this achievement.

6. VM ASSOCIATES

- a. 03/29/2011 Letter re: 2010 Audit

7. LINDABURY

- a. 03/22/2011 Letter re: ATC Mechanics Lien
- b. 03/30/2011 Letter re: ATC Mechanics Lien

8. CLEAVER-BROOKS

- a. 03/31/2011 Letter re: Mechanics Lien Discharge

9. HANOVER TOWNSHIP HEALTH DEPARTMENT

- a. 04/04/2011 Email re: Treatment Plant Tour

10. PROOF OF PUBLICATION

- a. 03/03/2011 Hanover Eagle re: Resolution No. 30-11 Additional Bond Counsel

RESOLUTIONS

Member O'Brien offered the following resolution and moved its adoption:

RESOLUTION NO. 37-11

WHEREAS, N.J.S.A. 40A:5A-15 requires members of each local Authority to cause an Annual Audit of its accounts to be made, and

WHEREAS, the Annual Audit Report for the fiscal year ended November 30, 2010 has been completed and filed with the Hanover Sewerage Authority pursuant to N.J.S.A. 40A:5A-15; and

WHEREAS, N.J.S.A. 40A:5A-17 requires the governing body of each Authority to, within 45 days of receipt of the Annual Audit, certify the Resolution to the Local Finance Board that each member thereof has personally reviewed the Annual Audit Report, and specifically the sections of the Audit Report entitled "General Comments" and "Recommendations" and has evidenced same by group affidavit in the form prescribed by the Local Finance Board; and

WHEREAS, the members of the Hanover Sewerage Authority have received the Annual Audit and have personally reviewed the Annual Audit and have specifically reviewed the sections of the Annual Audit Report entitled "General Comments" and "Recommendations" in accordance with N.J.S.A. 40A:5A-17.

NOW, THEREFORE, BE IT RESOLVED that the members of the Hanover Sewerage Authority hereby certify to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the Annual Audit Report for the fiscal year ended November 30, 2010 and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED, that the Secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this Resolution.

DATED: April 27, 2011

ATTEST:

HANOVER SEWERAGE AUTHORITY
COUNTY OF MORRIS
STATE OF NEW JERSEY

HANOVER SEWERAGE AUTHORITY

GROUP AFFIDAVIT FORM

THE NEW JERSEY LOCAL FINANCE BOARD

AUDIT REVIEW CERTIFICATE

We, the members of the Hanover Sewerage Authority, being of full age and being duly sworn according to law, upon oath depose and say:

1) We are duly appointed members of the Hanover Sewerage Authority.

2) We certify, pursuant to N.J.S.A. 40A:5A-17, that we each reviewed the annual audit report for the fiscal year ended November 30, 2009 and specifically the sections of the audit report entitled "General Comments" and Recommendations".

Joseph Schleifer _____

John L. O'Brien, Jr. _____

Robert E. O'Hare _____

Walter B. Galacki _____

Leonardo A. Fariello _____

Member O'Brien seconded; there was unanimous roll call approval.

AYES: Chairman Schleifer, Members Fariello, Galacki, and O'Brien,

ABSENT: Member O'Hare

Member O'Brien offered the following resolution and moved its adoption:

RESOLUTION NO. 38-11

WHEREAS, the Hanover Sewerage Authority (hereinafter the "Authority") has entered into Contract 37, Digester Improvements, with MBE Mark III Electric, Inc. (MBE); and

WHEREAS, the initial contract amount was \$2,745,000.00; and

WHEREAS, the Authority has reviewed the Request for Change Order filed with the Authority by the Executive Director in support of Change Order No. 3; and

WHEREAS, the Authority is satisfied that the proposed Change Order is justified and meets the requirements of N.J.A.C. 5:30-11.8 et seq; and

WHEREAS, the Treasurer has certified that funds are available,

NOW, THEREFORE, BE IT RESOLVED by the Hanover Sewerage Authority in the County of Morris and State of New Jersey on this 4th day of May, 2011 as follows:

1. The Chairman is authorized to execute an amendment to the Contract in the amount of \$24,871.60 (Change Order No. 3) for the work described in the aforesaid Request for Change Order in the form submitted to the Authority.
2. The adjusted contract amount shall be \$3,182,469.99
3. This Resolution shall take effect as provided by law.

DATED: May 4, 2011

HANOVER SEWERAGE AUTHORITY
COUNTY OF MORRIS
STATE OF NEW JERSEY

ATTEST:

Member O'Brien seconded; there was unanimous roll call approval.

AYES: Chairman Schleifer, Members Fariello, Galacki, and O'Brien

ABSENT: Member O'Hare

Member O'Brien offered the following resolution and moved its adoption:

RESOLUTION NO. 39-11

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

BLOCK/LOT

CEDAR KNOLLS PLAZA III, LLC

6601 / 1

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

HANOVER SEWERAGE AUTHORITY

DATED: May 4, 2011

COUNTY OF MORRIS
STATE OF NEW JERSEY

ATTEST:

Member O'Brien seconded; there was unanimous roll call approval.

AYES: Chairman Schleifer, Members Fariello, Galacki and, O'Brien

ABSENT: Member O'Hare

Member O'Brien offered the following resolution and moved its adoption:

RESOLUTION NO. 40-11
A RESOLUTION ADOPTING THE BUDGET OF THE HANOVER

SEWERAGE

AUTHORITY FOR THE YEAR ENDED NOVEMBER 30, 2011

WHEREAS, the Annual Budget and Capital Budget of the Hanover Sewerage Authority for the fiscal year period beginning December 1, 2010 and ending November 30, 2011 was originally presented for adoption before the Members of the Hanover Sewerage Authority at its meeting of November 23, 2010; and

WHEREAS, due to a procedural error, it is necessary to vote to adopt the budget in a second time after receiving approval from the Division of Local Government Services; and

WHEREAS, the Annual Budget and Capital Budget of the Hanover Sewerage Authority for the fiscal year period beginning December 1, 2010 and ending November 30, 2011 has again been presented for adoption before the Members of the Hanover Sewerage Authority at its meeting of May 4, 2011; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget for adoption reflects Total Revenues of \$5,418,565.00, Total Appropriations including any Accumulated Deficit, if any, of \$5,418,565.00 and Total Unreserved Retained Earnings utilized of \$-0-; and

WHEREAS, the Capital Budget as introduced as presented for adoption reflects Total Appropriations of \$5,150,000.00 and Total Unreserved Retained Earnings utilized of \$0; and

NOW, THEREFORE, BE IT RESOLVED that the Annual Budget is hereby approved as follows:

REVENUES

Anticipated Revenues	<u>\$ 5,418,565.00</u>
 TOTAL REVENUES	 \$ 5,418,565.00

APPROPRIATIONS

Operating	\$ 670,715.00
Cost of Providing Services	4,247,850.00
Debt Service and Other Reserves	<u>500,000.00</u>
 TOTAL APPROPRIATIONS	 \$ 5,418,565.00

BE IT FURTHER RESOLVED, that the Capital Budget is hereby adopted in the amount of \$5,150,000.00; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

DATED: May 4, 2011

HANOVER SEWERAGE AUTHORITY
COUNTY OF MORRIS
STATE OF NEW JERSEY

ATTEST:

Member O'Brien seconded; there was roll call approval.

AYES: Chairman Schleifer, Members Galacki, and O'Brien

NAYES: Member Fariello

ABSENT: Member O'Hare

Member O'Brien offered the following resolution and moved its adoption:

- d. Resolution No. 41-11 – Contract 24 Local Finance Bond Application

Chairman Schleifer moved the following reports be accepted and filed as received; Member Galacki seconded; there was unanimous approval.

ABSENT: Member O'Hare

REPORTS

Plant Operations Report – dated March 17 – April 19, 2011
Plant Operations Weekly Meetings – dated March 18 – April 19, 2011
Hatch Mott MacDonald Report – dated April 22, 2011
Collection System Status Report – dated March 17 – April 19, 2011
Treasurers Report – dated March 31, 2011
Superintendents Report # 693 – dated March 2011
IPP Report - dated March 12 – April 20, 2011
High Flow Report – dated April 16 - 17, 2011

Member O'Brien moved the payment of bills be confirmed and authorized as listed; Member Galacki seconded; there was unanimous approval.

ABSENT: Member O'Hare

<u>REVENUE FUND 110</u>	\$39,959.65
<u>REVENUE FUND 111</u>	\$385754.00
<u>REVENUE FUND 201</u>	\$ 114.53
<u>PLANT EXPANSION FUND 301</u>	\$389,047.10
<u>PLAN REVIEW FUND 401</u>	\$ 0.00
<u>PAYROLL</u>	\$209,432.50

OTHER BUSINESS

OPEN TO PUBLIC

ADJOURNMENT

Respectfully submitted,

Michael C. Wynne, P.E.
Executive Director