

April 3, 2013

The Regular Meeting of the Hanover Sewerage Authority, County of Morris and State of New Jersey, was held on Wednesday, April 3, 2013, at 8:52in the evening, prevailing time, at the Municipal Building, 1000 Route 10, Whippany, New Jersey.

PRESENT: Chairman Schleifer, Members Dittrick, O'Brien and O'Hare; John Ferramosca, Liaison, Silvio Esposito, Treasurer; Michael C. Wynne, P.E., Executive Director; Christopher Falcon, Esq.

ABSENT: Member Galacki

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

COMMUNICATIONS

1. MARAZITI, FALCON & HEALEY

- a. 03/19/2013 Letter re: Woodmont Realty Group Original Recorded Agreements
- b. 03/22/2013 Letter re: Woodmont Realty Group Amended Recorded Agreements
- c. 04/01/2013 Letter re: HSA 2012 Audit

2. HATCH MOTT MACDONALD

- a. 03/20/2013 Letter re: Contract 24 Payment No. 11
- b. 03/25/2013 Contract 2012-4 Payment No. 2
- c. 04/03/2013 Letter re: Contract 24 Contract Status Inquiry

d. 04/03/2013 Letter re: Contract 24 Request for Extended Construction Phase

3. **NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST**

- a. 02/21/2013 Email re: Letter of Intent Contract 38
- b. 03/18/2013 Email re: Contract 38 Application Submission

4. **NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND**

- a. 02/19/2013 Memo re: Loss Control Report

5. **DEPARTMENT OF COMMUNITY AFFAIRS**

- a. 03/13/2013 Approval of 2012 Amended Budget

6. **TRANSCRIPT**

- a. 03/21/2013 Transcript of February 27, 2013 Regular Meeting

7. **PROOF OF PUBLICATION**

- a. 12/26/2012 Star-Ledger re: NTB Contract 38 25-13 and 5-13
- b. 02/21/2013 Hanover Eagle re: Resolution No. 25-13
- c. 02/21/2013 Hanover Eagle re: Resolution No. 5-13
- d. 02/21/2013 Hanover Eagle re: 2013-2014 HSA Meeting Schedule

RESOLUTIONS

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

RESOLUTION NO. 34-13

WHEREAS, Dena Phillips advised the Authority of her intent to resign March 4, 2013 by letter dated February 19, 2013; and

WHEREAS, Ms. Phillips provided the 120 day notice required by the Authority's Employee Handbook; and

NOW, THEREFORE, BE IT RESOLVED by the Hanover Sewerage Authority, County of Morris and State of New Jersey, that:

1. The Authority accepts the resignation of Dena Phillips effective March 4, 2013
2. Ms. Phillips will be paid for the balance of unused vacation immediately prior to March 4, 2013
3. A copy of this Resolution shall be forwarded to the Treasurer
4. **This Resolution shall take effect as provided by law**

DATED: April 3, 2013

HANOVER SEWERAGE AUTHORITY
COUNTY OF MORRIS
STATE OF NEW JERSEY

ATTEST:

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

AYES: Chairman Schleifer, Members Dittrick, O'Brien, O'Hare

ABSENT: Member Galacki

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

RESOLUTION NO. 35-13

WHEREAS, the Hanover Sewerage Authority (hereinafter the "Authority") has entered into Contract 2012-4, Sanitary Sewer Repairs, with Jo-Med Contracting; and

WHEREAS, the initial contract amount was \$238,300.00, and;

WHEREAS, the Authority previously authorized Change Order Nos.1, 2 and 3 in a total amount of \$79,000; and

WHEREAS, the Executive Director recommended that this work be performed and that the work was either necessary to complete the original contract work and was found during the performance of the original contract or was integral to work being performed; and

WHEREAS, N.J.A.C. 5:30-11.9 of the New Jersey Administrative Code governing change orders and open-end contracts under the Local Public Contracts Law, require that authorities comply with certain regulatory procedures if the total amount of change orders executed for a particular contract exceed the originally awarded contract price by more than 20%; and

WHEREAS, the Executive Director has determined that Change Order No. 4 increases the originally awarded contract by \$1,200.00 or a 0.5% increase; and

WHEREAS, in accordance with N.J.A.C. 5:30-11.9, the Executive Director has submitted memoranda certifying and explaining the circumstances and reasons why the change order request is justified and should be approved; and

WHEREAS, as a result of this change order, as well as Change Order Nos. 1, 2 and 3 the adjusted contract price is established at \$318,500 or a 33.7% increase over the original dollar amount of the contract; and

WHEREAS, the Treasurer has certified that funds are available; and

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

1. The Authority approves the recommendation of the Executive Director that Change Order No. 4 in the amount of \$1,200.00 be accepted, and that the adjusted dollar contract amount be fixed at \$318,500.00. The written certification of the Executive Director in justifying the supplemental and extra work is incorporated herein and made a part of this resolution as if set forth in full.

2. In accordance with N.J.A.C. 5:30-11-9(c)6., the Executive Director is hereby directed to publish a brief notice in the Hanover Eagle and Regional Weekly News concerning the approval of this Change Order which establishes the final adjusted contract amount in excess of 20%. In addition, pursuant to N.J.A.C. 5:30-11.9(d), the Executive Director shall report the change order which exceeds the 20% limitation to the Director of the Division of Local Government Services on the form prescribed by the Division and report the change order as part of the 2013 audit.

3. That a certified copy of this resolution shall be transmitted to the Treasurer, the Division of Local Government Services and the Authority's Auditor.

4. The time for the completion of the Contract shall remain unchanged.

5. This Resolution shall take effect as provided by law.

DATED: April 3, 2013

HANOVER SEWERAGE AUTHORITY
COUNTY OF MORRIS
STATE OF NEW JERSEY

ATTEST:

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

AYES: Chairman Schleifer, Members Dittrick, O'Brien, O'Hare

ABSENT: Member Galacki

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

RESOLUTION NO. 36-13

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

CFSJ, LLC

3901 / 8

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

DATED: April 3, 2013

HANOVER SEWERAGE AUTHORITY
COUNTY OF MORRIS
STATE OF NEW JERSEY

ATTEST:

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

AYES: Chairman Schleifer, Members Dittrick, O'Brien, O'Hare

ABSENT: Member Galacki

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

REPORTS

- Plant Operations Report – dated February 21 – March 20, 2013
- Hatch Mott MacDonald Report – dated March 29, 2013
- Collection System Status Report – dated February 21 – March 20, 2013
- Treasurers Report – dated February 28, 2013
- Superintendents Report # 716, dated February, 2013
- IPP Report – dated February 15 – March 15, 2013

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

Absent: Member Galacki

MARCH

<u>REVENUE FUND 112</u>	\$277,712.51
<u>REVENUE FUND 113</u>	\$471,778.60
<u>REVENUE FUND 201</u>	\$ 0.00
<u>PLANT EXPANSION FUND 301</u>	\$ 231,425.81
<u>PLAN REVIEW FUND 401</u>	\$ 0.00
PAYROLL	\$179,681.13

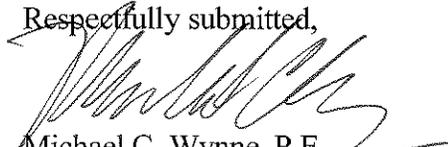
Bills list maintained in a separate file

OTHER BUSINESS

OPEN TO PUBLIC

ADJOURNMENT The Chairman accepted a motion by Member O' Hare to adjourn the meeting at 8:56 pm. This motion was seconded by Member O'Brien; there was unanimous roll call approval.

Respectfully submitted,


Michael C. Wynne, P.E.
Executive Director