

**JULY 22, 2015**

The Regular Meeting of the Hanover Sewerage Authority, County of Morris and State of New Jersey, was held on Wednesday, July 22, 2015 at 8:32 in the evening, prevailing time, at the Municipal Building, 1000 Route 10, Whippany, New Jersey.

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

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  
Joseph Schleifer

**PUBLIC HEARING**

Chairman Schleifer opened the meeting to the public at 8:30 pm. A public hearing was held on the adoption Resolution No. 45-15 Credit Card Convenience fee for 2015 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 Resolution onto the record. The Executive Director asked for a motion to approve Resolution No 45-15 . A motion was made by Chairman Schleifer:

**RESOLUTION NO. 45-15**

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 to provide for the payment of charges and fees by credit card subject to a surcharge or convenience fee; and



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

**COMMUNICATIONS**

**1. HATCH MOTT MACDONALD**

- a. 07/06/2015 Letter re: Primary and Secondary Clarifier Upgrades
- b. 07/17/2015 Letter re: PACL Area Enclosure - Contract 2015-3

**2. NJDEP**

- a. 07/13/2015 Permit re: Ridgedale Ave River Protection

**3. JOHN KORN**

- a. 07/06/2015 Letter re: Notification of retirement

**4. PROOF OF PUBLICATION**

- a. 06/30/2015 Star Ledger re: Resolution No. 41-15 Credit Card Convenience Fee
- b. 07/02/2015 Hanover Eagle re: Resolution No. 41-15 Credit Card Convenience Fee
- c. 07/17/2015 NTB Contract 41 Fire Alarm

**RESOLUTIONS**

Member Byrne offered the following resolution and moved its adoption

RESOLUTION NO. 42-15

WHEREAS, Local Public Contracts Law (N.J.S.A. 40A:11-1 et. seq.) provides for the designation of a Contracting Agent and Purchasing Agent; and

WHEREAS, the Authority desires to designate the Michael C. Wynne, Executive Director of the Authority, as both Contracting Agent and Purchasing Agent; and

WHEREAS, Mr. Wynne is a Qualified Purchasing Agent,

NOW, THEREFORE, BE IT RESOLVED by the Hanover Sewerage Authority in the County of Morris and State of New Jersey on this 22<sup>nd</sup> day of July 2015 as follows:

- 1. Michael C. Wynne is hereby designated as the Contracting Agent and Purchasing Agent for the Authority.

2. Mr. Wynne is authorized and directed to perform all functions of the Contracting Agent and Purchasing Agent pursuant to N.J.S.A. 40A:11-1 et. seq.
3. Mr. Wynne is authorized to award contracts up to the bid threshold (\$40,000).
4. Contracts of values greater than the bid threshold shall be awarded by Resolution.
5. This Resolution shall take effect as provided by law.

DATED: July 22, 2015

HANOVER SEWERAGE AUTHORITY  
COUNTY OF MORRIS  
STATE OF NEW JERSEY

The Resolution was seconded by Chairman Schleifer and adopted by the following roll call vote:

AYES: Chairman Schleifer, Members Byrne, Dittrick, and Kuehner

Absent: Member Corona

Member Byrne offered the following resolution and moved its adoption

RESOLUTION NO. 43-15

WHEREAS, Local Public Contracts Law (N.J.S.A. 40:11-1 et. seq.) provides for the award of contracts; and

WHEREAS, N.J.S.A. 40A:11-6.1c provides for awarding of contracts in amounts less than fifteen (15%) percent of the bid threshold without obtaining two (2) or more quotations, if authorized by the governing body.

NOW, THEREFORE, BE IT RESOLVED by the Hanover Sewerage Authority in the County of Morris and State of New Jersey on this 22<sup>nd</sup> day of July 2015 as follows:

- 1) In accordance with the provisions of N.J.S.A. 40A:11-6.1c the Authority authorizes award of contracts less than fifteen (15%) percent of the bid threshold (\$6,000) without competitive quotations.
- 2) Contracts greater than fifteen (15%) percent of the bid threshold (\$6,000) but less than the bid threshold (\$40,000) shall be awarded based upon competitive quotations.
- 3) This Resolution shall take effect as provided by law.

DATED: July 22, 2015

HANOVER SEWERAGE AUTHORITY  
COUNTY OF MORRIS  
STATE OF NEW JERSEY

The Resolution was seconded by Chairman Schleifer and adopted by the following roll call vote:

AYES: Chairman Schleifer, Members Byrne, Dittrick, and Kuehner

Absent: Member Corona

Member Byrne offered the following resolution and moved its adoption

RESOLUTION NO. 44-15

WHEREAS, the Local Public Contracts Law gives local contracting units the ability to increase their bid threshold up to \$40,000; and

WHEREAS, N.J.S.A. 40A:11-3a permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

WHEREAS, N.J.A.C. 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, Michael C. Wynne possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.; and

WHEREAS, Hanover Sewerage Authority desires to take advantage of the increased bid threshold;

NOW, THEREFORE, BE IT RESOLVED by the Hanover Sewerage Authority in the County of Morris and State of New Jersey on this 22<sup>nd</sup> day of July 2015 as follows:

- 1) The bid threshold is increased to \$40,000.00;
- 2) Michael C. Wynne is appointed as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 40A:11-2(30), with specific relevance to the authority, responsibility and accountability of the purchasing activity of the contracting unit;

- 3) In accordance with N.J.A.C. 5:34-5.2 the Executive Director is hereby authorized and directed to forward a certified copy of this resolution and a copy of Michael C. Wynne's certification to the Director of the Division of Local Government Services.
- 4) This Resolution shall take effect July 1, 2015.

DATED: July 22, 2015

HANOVER SEWERAGE AUTHORITY  
COUNTY OF MORRIS  
STATE OF NEW JERSEY

The Resolution was seconded by Chairman Schleifer and adopted by the following roll call vote:

AYES: Chairman Schleifer, Members Byrne, Dittrick, and Kuehner

Absent: Member Corona

Member Byrne offered the following resolution and moved its adoption

**RESOLUTION NO. 46-15**

WHEREAS, John Korn advised the Authority of his intent to retire December 1, 2015 by letter dated May 28, 2015; and

WHEREAS, Mr. Korn had previously filed retirement papers with the State Division of Pensions; and

WHEREAS, Mr. Korn is eligible for payment of the terminal allowance for unused sick leave and payment for unused vacation, the amount to be determined prior to December 1, 2015; and

WHEREAS, Mr. Korn 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 John Korn effective December 1, 2015
2. Mr. Korn shall be granted a full non-pro-rated vacation allocation for 2015 (25 days)
3. Mr. Korn shall receive terminal allowance based upon unused sick leave and 25 years of employment as of December 1, 2015

4. Mr. Korn intends to use his 2015 vacation prior to retirement. If any vacation is unused he will be paid for the balance
5. The approvals and payments contained in paragraphs 2, 3 and 4 are subject to the execution of a release by Mr. Korn and Mr. Korn remaining employed in good standing
6. A copy of this Resolution shall be forwarded to the Treasurer
7. This Resolution shall take effect as provided by law

DATED: July 22, 2015

HANOVER SEWERAGE AUTHORITY  
COUNTY OF MORRIS  
STATE OF NEW JERSEY

The Resolution was seconded by Chairman Schleifer and adopted by the following roll call vote:

AYES: Chairman Schleifer, Members Byrne, Dittrick, and Kuehner

Absent: Member Corona

Member Byrne offered the following resolution and moved its adoption

**RESOLUTION NO. 47-15**

WHEREAS, the Hanover Sewerage Authority (hereinafter the "Authority") has entered into Contract 40, Fuel Source Reliability and Diversification, with Spectraserv, Inc.; and

WHEREAS, the initial contract amount was \$2,242,000.00; 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. 1 on Contract 40; 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

NOW, THEREFORE, BE IT RESOLVED by the Hanover Sewerage Authority in the County of Morris and State of New Jersey on this 22<sup>nd</sup> day of July, 2015 as follows:

1. The Chairman is authorized to execute an amendment to the Contract at no change in price for the work described in the aforesaid Request for Change Order in the form submitted to the Authority.
2. The time for completion of the contract shall remain unchanged.
3. The contract amount shall remain unchanged.

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

DATED: July 22, 2015

HANOVER SEWERAGE AUTHORITY  
COUNTY OF MORRIS  
STATE OF NEW JERSEY

The Resolution was seconded by Chairman Schleifer and adopted by the following roll call vote:

AYES: Chairman Schleifer, Members Byrne, Dittrick, and Kuehner

Absent: Member Corona

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

**REPORTS**

Plant Operations Report – dated May 21 – June 16, 2015  
Hatch Mott MacDonald Report – dated June 19, 2015  
Collection System Status Report – dated May 21 – June 16, 2015  
Treasurers Report – dated May 31, 2015  
Superintendents Report – No. 743, dated May, 2015  
IPP Report – dated May 20 – June 16, 2015

**JULY 2015**

<b><u>REVENUE FUND 114</u></b>	\$
<b><u>REVENUE FUND 115</u></b>	\$1,154,664.42
<b><u>REVENUE FUND 201</u></b>	\$
<b><u>PLANT EXPANSION FUND 301</u></b>	\$ 240,196.17
<b><u>PLAN REVIEW FUND 401</u></b>	\$ 10,943.72
<b><u>PAYROLL</u></b>	\$ 218,644.20

**OTHER BUSINESS** – The Executive Director stated that a 25 year employee, John Korn, would be retiring.

**OPEN TO PUBLIC**

**ADJOURNMENT**

Respectfully submitted,

Michael C. Wynne, P.E.  
Executive Director