

**MINUTES**  
**HARDYSTON TOWNSHIP**  
**MUNICIPAL UTILITIES AUTHORITY**  
**January 4, 2021**

The meeting of the Hardyston Township Municipal Utilities Authority was held on Monday, January 4, 2021 at 7:00 p.m., at the Municipal Building located at 149 Wheatsworth Road. Members present were Mr. Cicerale, Mr. Kula, Mr. Marples Mr. O’Grady, and via conference call, Ms. Van Allen. Also present were Carrine Kaufer and Mike Vreeland and via conference call, Attorney Ryan Scerbo and Accountant Paul Cuva.

After a salute to the flag, Mr. Cicerale stated compliance with the Open Public Meetings Act.

**MINUTES:** A MOTION was made by Kula seconded by O’Grady to approve the minutes of the December 7, 2020 meeting. In favor, Cicerale, Kula, Marples, O’Grady and Van Allen.

**OLD BUSINESS:**

**Indian Field -**

Phase II As-Built Plans – Mike Vreeland reported Fred Semrau made arrangements with the bonding company to access the cash portions of the bonds that were being held for Indian Fields, so that he can start the as-builts and punch list for the conveyance process.

Phase III Conveyance – Ryan Scerbo reported documents are in the process of being recorded.

Bonds –Nothing further as above.

**Crystal Springs -**

Shotmeyer Tract/ Bypass –Nothing new to report.

Irrigation – Nothing new to report.

Operational Considerations – Nothing new to report.

**NEW BUSINESS:**

**A. AUDIT PRESENTATION**

Paul Cuva presented the audit report. Mr. Cuva reviewed the budgeted revenue versus the actual revenue realized for fiscal year ending 8/31/20. He explained the major deviations from the previous year. The auditor reviewed the net position of designated and undesignated funds with the Commissioners. The comments and recommendations were

reviewed with the Commissioners and the Board. There were no significant comments or recommendations of concern. The status of rates and the last rate increase were also discussed.

A MOTION was made by Kula, seconded by Marples to accept the audit as presented. In favor Cicerale, Kula, Marples, O'Grady & Van Allen.

**HARDYSTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION**

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body 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 August 31, 2020 has been completed and filed with the Governing Body and the Director of the Division of Local Government Services 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 by 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 governing body 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 governing body of the Hardyston Township Municipal Utilities Authority hereby certifies 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 August 31, 2020, 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.

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON JANUARY 4, 2021.

**B. A RESOLUTION OF THE HARDYSTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY AUTHORIZING THE EXECUTION OF**

**CERTAIN SHARED SERVICE AGREEMENTS WITH THE TOWNSHIP  
OF HARDYSTON FOR ADMINISTRATION/SECRETARIAL AND  
BILLING SERVICES; AND MAINTENANCE SERVICES**

A MOTION was made by O'Grady and seconded by Kula. In favor, Cicerale, Kula, Marples, O'Grady and Van Allen.

**HARDYSTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY RESOLUTION  
AUTHORIZING THE EXECUTION OF CERTAIN SHARED SERVICE AGREEMENTS  
WITH THE TOWNSHIP OF HARDYSTON**

**WHEREAS**, the Hardyston Township Municipal Utilities Authority (the "Authority") owns and operates a wastewater conveyance system servicing the residents of Hardyston Township (the "System"); and

**WHEREAS**, in order to effectuate the smooth and efficient operation of the System, the Township and the Authority desire to enter into certain shared services agreements pursuant to the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et. seq.; and

**WHEREAS**, the shared services agreements (collectively the "Shared Services Agreements) shall cover:

- Administration/Secretarial and Billing Services; and
- Maintenance Services; and

**WHEREAS**, copies of the Shared Services Agreements are attached hereto and made a part hereof as **Exhibit A**; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5(2), the Authority and the Township are each authorized to enter into the Shared Services Agreements without public advertising for bids;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of the Hardyston Township Municipal Utilities Authority as follows:

1. That the Authority's Administrator is authorized and directed to execute the Shared Services Agreements.
2. That the Authority's Billing Specialist is authorized and directed to provide payment to the Township, in accordance with the terms and conditions of the Shared Services Agreements attached hereto and made a part hereof as **Exhibit A**.

**PAYMENT OF BILLS:**

A MOTION was made by O’Grady and seconded by Marples to pay the bills as per the bill list of January 4, 2021. In favor, Cicerale, Kula, Marples O’Grady and Van Allen.

**CORRESPONDENCE:**

There was no correspondence

**OFFICERS’ REPORTS**

Nothing to report

**PROFESSIONALS’ REPORTS**

Administrator – nothing further

Operator – not present

Billing Clerk – nothing further

CFO – not present

Accountant – nothing further

Attorney – nothing further

Engineer – nothing further

**OPEN PUBLIC PORTION:**

The meeting was opened to the public. As there were no members of the public present, the meeting was closed to the public.

There being no further business, A MOTION was made by Kula to adjourn, meeting adjourned.

Respectfully submitted,  
**Patty Egan**  
Recording Secretary