

**MINUTES  
HARDYSTON TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY  
August 1, 2022**

The meeting of the Hardyston Township Municipal Utilities Authority was held on Monday, August 1, 2022 at 7:00 p.m., at the Municipal Building located at 149 Wheatsworth Road.

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

**Members Present:** Mr. Frank Cicerale, Mr. Brian Kaminski, Mr. Robert Codner, Mr. Tony Alfano, and Mr. George Wortche. ,

**Members Absent:** Mr. Ellis Marples, and Mr. Michael O’Grady.

**Also present:** Mr. Paul Cuva, and Mrs. Carrine Kaufer.

**Minutes:** A **MOTION** was made by Kaminski seconded by Codner, to approve the minutes of the June 6, 2022 meeting. In favor, Cicerale, Kaminski, Codner, Alfano, and Wortche.

**2022-2023 BUDGET PRESENTATIONS:**

Mr. Cuva reviewed the projected 2023 Budget for the Fiscal Year beginning September 1, 2022 to August 31, 2023. He discussed the breakdown of the 2023 revenues and expenditures by water and sewer and reported a deficit of \$163,000. He recommended the Board consider changes to the authority’s rates to offset the deficit since there has not been a rate increase for several years. Commissioners discussed the current water and wastewater charges for residential, commercial, and irrigation accounts. It was decided that proposed changes to the authority rates were necessary and a Public Hearing will be held at the next scheduled meeting on September 12, 2022 at 7:00pm.

A **MOTION** was made by Codner and seconded by Alfano to approve the **2022-2023 Authority Budget Resolution for Hardyston Township Municipal Utilities Authority**. In favor, Cicerale, Kaminski, Codner, Alfano, and Worche.

**2022 AUTHORITY BUDGET RESOLUTION**

Hardyston Municipal Utilities Authority

**FISCAL YEAR: September 01, 2022 to August 31, 2023**

WHEREAS, the Annual Budget for Hardyston Municipal Utilities Authority for the fiscal year beginning September 01, 2022 and ending August 31, 2023 has been presented before the governing body of the Hardyston Municipal Utilities Authority at its open public meeting of August 1, 2022; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$1,588,495.00, Total Appropriations including any Accumulated Deficit, if any, of \$1,595,995.00, and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$7,500.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$337,250.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Hardyston Municipal Utilities Authority, at an open public meeting held on August 1, 2022 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Hardyston Municipal Utilities Authority for the fiscal year beginning September 01, 2022 and ending August 31, 2023, is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Housing Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Hardyston Municipal Utilities Authority will consider the Annual Budget and Capital Budget/Program for Adoption on September 12, 2022.

### **OLD BUSINESS:**

#### **Indian Fields**

**Phase II As-Built Plans**—Mrs. Kaufer reported contracts from Joseph F. Barbieri & Associates have been signed and the work on the as-built plans have been started.

#### **Crystal Springs**

**Shotmeyer Tract/ Bypass**—Nothing new to report.

**Irrigation** – Nothing new to report.

### **Operational Considerations / Metering / Strategic Planning:**

**Conversion to a Meter Based Billing System** – Mrs. Kaufer reported meter readings are being taken quarterly in Crystal Springs and Indian Field to start projecting usage and establish a potential future rate.

**Asset Management Plan** – Nothing new to report.

**Fixed Assets/Developer Conveyance** – Nothing new to report.

**NEW BUSINESS:**

A **MOTION** was made by Alfano and seconded by Codner to adopt the **Resolution of the Hardyston Township Municipal Utilities Authority Authorizing Certain Professional Service Contract of 2022**. In favor, Cicerale, Kaminski, Codner, Alfano, and Wortche.

**HARDYSTON TOWNSHIP  
MUNICIPAL UTILITES AUTHORITY  
RESOLUTION AUTHORIZING CERTAIN PROFESSIONAL SERVICE CONTRACT  
FOR 2022**

**WHERAS**, there exists a need for the retention of a financial advisor for the Hardyston Township Municipal Utilities Authority (the “Authority”) to render professional consulting services to the Authority and to examine or prepare certain reports (the “Services”); and

**WHEREAS**, the Authority has received a proposal from Phoenix Advisors, LLC (“Phoenix”), a copy of which is attached hereto as **Exhibit A**; and

**WHEREAS**, Phoenix has extensive experience in performing the Services; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A: 11-1 et seq.) requires that the resolution authorizing the award of contracts for “professional services” without competitive bids on the contract itself must be available for public inspection;

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

1. The proposal of Phoenix Advisors, LLC, a copy of which is annexed hereto, shall be and is hereby approved in an amount not to exceed \$7,500 without further Board approval.
2. A contract is awarded for the period August 1, 2022 to August 1, 2023 without competitive bidding as a “professional service” in accordance with 40A: 11-5(1)(a) of the Local Public Contracts Law.
7. A notice of this action shall be printed once in the official newspaper of the Township of Hardyston.

**PAYMENT OF BILLS:**

A **MOTION** was made by Kaminski and seconded by Alfano to pay the bills, as per the bills list for July 14, 2022 and August 1, 2022. In favor: Cicerale, Kaminski, Codner, Alfano, and Wortche.

**CORRESPONDENCE:**

**A MOTION** was made by Kaminski and seconded by Codner to except the correspondence. In favor: Cicerale, Kaminski, Codner, Alfano and Wortche.

**OFFICER'S REPORTS:**

Nothing at this time.

**PROFESSIONAL'S REPORTS:**

Administrator – Mrs. Kaufer reported the State of New Jersey Utility Shut-Off Protection has ended and reported that utility customers had to June 14<sup>th</sup> to apply for assistance with the NJDCA. She indicated shut off letters will soon be sent to customers that are delinquent two quarters or more and customers who applied for assistance from the DCA and approved will not receive a shut off letter.

Operator – not present

Billing Clerk – nothing further

CFO – not present

Accountant – Mr. Cuva reported the adoption of the 2022-2023 Budget will be scheduled for the September 12, 2022 meeting and will include the rate increase previously discussed.

Attorney – not present

Engineer – not present

**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.

Having no further business, **A MOTION** was made by Alfano to adjourn. All were in favor. The meeting concluded at 7:40 p.m.

Respectfully submitted,  
*Karen Osellame*  
Recording Secretary