

**MINUTES
HARDYSTON TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY
December 1, 2025**

The meeting of the Hardyston Township Municipal Utilities Authority was held on Monday, November 3, 2025 at 7:00 p.m., at the Municipal Building located at 149 Wheatsworth Road.

Members Present: Mr. Cicerale, Mr. Kaminski, Mr. Caiazzo, Mr. Codner,

Members Absent: Mrs. Carey, Mr. O'Grady and Mr. Marotta

Also present: Mrs. Carrine Piccolo-Kaufer, Mr. Mike Vreeland, and Mr. Michael DiFazio.

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

MINUTES: A MOTION was made by Kaminski seconded by Caiazzo to approve the minutes of the November 3, 2025 meeting. In favor Cicerale, Kaminski, Caiazzo, and Codner.

OLD BUSINESS:

Indian Fields:

1. **Phase II As-Built Plans-** Mr. Vreeland stated there is nothing new to report.

Crystal Springs:

2. **Sewer Capacity and Pump Station Construction -** nothing new to report.

Operational Considerations / Metering / Strategic Planning:

1. Conversion to a Meter Based Billing System – nothing new to report.
3. Fixed Assets/Developer Conveyance – Mr. Vreeland stated Crystal Spring has committed to moving forward for the Inverness. Additional Escrow has been received.

New Business

- a. A MOTION to adopt a Resolution Authorizing an Agreement with Edmunds GovTech for Software Services for Utility Billings and Collections was made by Mr. Cicerale. Second by Mr. Kaminski. In favor, Cicerale, Kaminski, Caiazzo, and Codner

HARDYSTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

A RESOLUTION OF THE AUTHORIZING AN AGREEMENT WITH EDMUNDS GOVTECH FOR PROPRIETARY SOFTWARE SERVICES FOR UTILITY BILLINGS AND COLLECTIONS

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, the System includes a billing management component that enables serviced residents to receive, access, and remit payment for utility charges through an integrated utility billing software platform; and

WHEREAS, the Authority’s existing billing management system is unable to effectively support the utility billing software, necessitating the procurement of a more efficient and comprehensive system; and

WHEREAS, the Local Public Contracts Law (“LPCL”), N.J.S.A. 40A:11-1 et seq., authorizes the purchase of goods or services for the support or maintenance of proprietary computer software without public advertising for bids pursuant to N.J.S.A. 40A:11-5(1)(dd); and

WHEREAS, Edmunds GovTech (“Edmunds”) has submitted a proposal to the Authority that includes an annual subscription cost of \$4,500.00 for a three-year term, along with one-time fees of \$5,000.00 for professional implementation services, \$3,500.00 for conversion services, and \$2,193.00 for hardware, for a total of \$15,193.00; and

WHEREAS, the term of the contract will be from January 1, 2026 through December 31, 2028 and

WHEREAS, the Administrator and applicable Authority staff have evaluated the Edmunds system and recommend acquiring the Edmunds GovTech financial management software and its associated services to meet the Authority’s needs; and

WHEREAS, the CFO has certified that there are sufficient funds available for the purpose of awarding a contract for the procurement and delivery of proprietary computer software and said certification is attached hereto and made a part hereof; and

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

1. The Authority is hereby authorized to enter into a contract with Edmunds GovTech for the provision of billing management software and related services for a three-year subscription term, at an annual rate of \$4,500.00, with a total first-year fee of \$15,193.00, in an

amount not to exceed this sum. This contract may be awarded without public advertising for bids pursuant to N.J.S.A. 40A:11-5(1)(dd) and is hereby ratified.

- b.** A MOTION was made by Cicerale and seconded by Mr. Kaminski to approve the Authorization of Bourne Circle Irrigation Repair with estimate provided by Hank Sanders Inc. In favor: Cicerale, Kaminski, Caiazzo, and Codner
- c.** 16 Tannery Hill Water Service Leak Repair- Ms. Kaufer and Mr. Vreeland discussed the nature of service line repair and the unique location. The operator received a quote from Hank Sanders Inc. to repair service line under 18 Tannery Hill. The Commissioners directed the administrator to secure quote to complete a full repair and relocate the service before proceeding with the repair.

PAYMENT OF BILLS:

A MOTION was made by Mr. Kaminski and seconded by Mr. Caiazzo to pay the bills, as per the bill list for December 1, 2025. In favor Cicerale, Kaminski, Caiazzo and Codner.

CORRESPONDENCE:

A MOTION was made by Mr. Cicerale and seconded by Mr. Kaminski to accept the correspondence as presented. In favor: favor Cicerale, Kaminski, Caiazzo Codner.

OFFICER'S REPORTS:

Nothing new to report

PROFESSIONALS REPORTS:

Administrator- Mrs. Kaufer stated that audit has started. Mrs. Kaufer also stated that the postcards had been mailed to Indian Field's customers in order to comply with the notice of non-compliance for copper exceedance. The authority will be required to provide free water testing for customers who request it which as of now has been about 2 dozen customers.

Operator – Not Present

Billing Clerk – Nothing further to report.

CFO – Not Present.

Accountant – Not Present.

Attorney – Nothing further to report.

Engineer – Mr. Vreeland further explain the copper testing and results and indicated that all samples were in compliance for the second half of the year.

OPEN PUBLIC PORTION:

The meeting was opened to the public.

There being no further business, A MOTION was made by Cicerale to adjourn seconded by Kaminski meeting adjourned at 7:45 p.m.

Respectfully submitted,

Nicole Niebuhhr

Board Secretary