

**West Milford Municipal Utilities Authority, West Milford, New Jersey**

Minutes of: Business Meeting  
Date of Meeting: June 26, 2012  
Time of Meeting: 7:00 P. M.  
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**ADEQUATE NOTICE STATEMENT:**

Please note that in accordance with Chapter 231, Public Laws of New Jersey, adequate advance notice of this meeting was sent to the Herald News on December 18, 2011 and to the Township Clerk for posting in the West Milford Town Hall.

Agenda Item I

**ROLL CALL -**

Commissioners: C. Hardy, R. Heres, L. Monico, W. Bassett  
Alternates: P. McGill, D. Ofshinsky  
Absent: E. Spirko  
Professionals: L. Thompson,  
Staff: K. Love, T. Blauvelt

Agenda Item II

**PUBLIC SESSION:**

- Carla Horton, 132 Bearfort Road, addressed the Commissioners, stating she appreciates Ms. Hardy's appearance at the Council Meeting and providing periodic updates. Ms. Horton stated she has made herself available for the assistance that was requested, pending an okay from the Township Attorney which has not been received yet. Ms. Hardy responded unless Mr. Ofshinsky told her about the resolution she would have never known.
- Elizabeth Meditz, 36-A Salem Alley, provided water samples to show the Board the problems she has been experiencing with her water. Mr. Monico asked if the problem with the water is recent. Ms. Meditz replied no, she has had it for over several months.
- Charlie De Koning, 35-C Salem Alley, stated his water has improved and the new filter system seems to be working.
- Ed Werner, 8 Ryan Court, asked for an outside audit at last meeting. He also asked if Ms. Love was on the committee during the term of the old commissioners. Ms. Hardy spoke in regards to money and past audits. Mr. Werner asked if there was an independent audit. He addressed complaints about past commissioners and the water and sewer rates being too high. Mr. Werner stated that he spends about \$1,700.00 a year on his bill, whereas there are 1700 customers so he calculated it to be about 2.8 million dollars give or take depending on the amount of people living in a home. Mr. Werner asked where the 2.8 million dollars is going and all dealings with prior board, if repairs are being done by a former relative of a commissioner etc. Mr. Ofshinsky said the audit is done by an independent accounting firm with no connection to anyone and the audit is submitted through the State. Ms. Hardy spoke about bills, she stated one of the biggest complaints she has heard are the salaries in office in comparison to the amount of money it takes to run the MUA, the salaries are not the thing to look at its all the other expenses, testing, plumbing, chemicals, etc all adds up.
- Mr. Werner asked if there were any fines paid prior to the fines placed on the MUA now by the DEP. He also inquired information regarding overflows.
- A motion was made to close the public session portion of the meeting at 7:19pm.

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 Motion: Bassett                      Seconded:              Ofshinsky  
 Voted Aye: C. Hardy, R. Heres, L. Monico, W. Bassett, P. McGill, D. Ofshinsky  
 Voted Nay: None  
 Abstain: None  
 Motion Carried  
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Agenda Item III

**ENGINEER REPORT:**

- Mr. Murphy reviewed his report to the Board:
  - Mr. Murphy spoke about Awosting, Bald Eagle, and Bald Eagle Village
  - Mr. Murphy presented a proposal for the Bald Eagle Flushing for review.
  - Ms. Hardy stated she is working on a sustainability study and would like the items which were listed as TBD (To Be Determined) in the capital improvement plan to have actual budgets numbers. Ms. Hardy asked Mr. Murphy if he could help give a ball park figure to help the accountant improve the plan. Mr. Murphy stated he would do so.

Agenda Item IV

**OPERATORS REPORT:**

- Mr. Williams reviewed his report to the Board:
  - Mr. Williams stated JES completed the media replacements for filter 1 on June 8<sup>th</sup> and filter 2 was completed on June 18<sup>th</sup>. The media that was replaced was scarce and useless.
  - Ms. Hardy asked Mr. Williams when he could go over to Salem Alley to address the water problem. Mr. Williams responded tomorrow (June 27<sup>th</sup>). He also stated that on June 19<sup>th</sup> and 20<sup>th</sup> the hydrants were flushed in the Bald Eagle area. The first flushing revealed that there was still quite a bit of iron. The second flushing that was done just to confirm that the flushing from the day before was effective.
  - Mr. Monico asked if there has ever been a hydrant flushing schedule. Ms. Love replied no. Mr. Monico asked if Bald Eagle was the only area being flushed or will it be done at other facilities. Mr. Williams replied he will start with Bald Eagle which is the main priority, but it will be done at other facilities.

Agenda Item V

**DISCUSSION / ACTION ITEMS:**

- Budget Adoption & Resolution:
- A motion was made to approve the water budget.

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Motion: McGill                      Seconded: Ofshinsky  
Voted Aye: C. Hardy, R. Heres, L. Monico, W. Bassett, D. Ofshinsky  
Voted Nay: None  
Abstain: None  
Motion Carried

- A motion was made to approve the sewer budget.

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Motion: Bassett                      Seconded: Ofshinsky  
Voted Aye: C. Hardy, R. Heres, L. Monico, W. Bassett, D. Ofshinsky  
Voted Nay: None  
Abstain: None  
Motion Carried

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- Corrective Action Plan- Audit:
- A motion was made to approve the Corrective Action Plan-Audit.

Motion: Ofshinsky Seconded: Bassett  
Voted Aye: C. Hardy, R. Heres, L. Monico, W. Bassett, D. Ofshinsky  
Voted Nay: None  
Abstain: None  
Motion Carried

- By-Laws Update: the Board discussed removing the P.O. Box and the address be put in place.
- A motion was made to adopt the By-Laws draft, as amended.

Motion: Heres Seconded: Ofshinsky  
Voted Aye: C. Hardy, R. Heres, L. Monico, W. Bassett, D. Ofshinsky  
Voted Nay: None  
Abstain: None  
Motion Carried

- Outstanding FEMA Claim: Ms. Love announced that the 2010 claim is ready to be reimbursed by the Township. 75% of the claim was reimbursed by FEMA. The Board asked Mr. Cuva to find out if the money that is being reimbursed can be used freely or toward specific line items.
- Financial Documentation: Budget to Actual, Mr. Monico would like a line item put on the bill list indicating which account the bill is being applied to. Ms. Hardy inquired about information about capital improvements; she felt Mr. Monico's request would help show where the money is being processed. Mr. Werner, 8 Ryan Court spoke regarding old commissioners and stated he would like an outside auditor to come in and check financial documents.

Agenda Item VI

**MINUTES:**

- A request for approval of the minutes of the workshop meeting of May 22, 2012 was made.
- A motion was made to accept the minutes.

Motion: Ofshinsky Seconded: Heres  
Voted Aye: C. Hardy, R. Heres, L. Monico, W. Bassett, D. Ofshinsky  
Voted Nay: None  
Abstain: None  
Motion Carried

- A request for approval of the minutes of the business meeting of June 12, 2012 was made.
- A motion was made to accept the minutes.

Motion: Bassett Seconded: McGill  
Voted Aye: C. Hardy, R. Heres, L. Monico, W. Bassett, P. McGill, D. Ofshinsky  
Voted Nay: None  
Abstain: None  
Motion Carried

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Agenda Item VII

**BILLS:**

- Request for approval of bills in the amount of \$396,401.05 consisting of \$370,812.84 for O. & M. and \$25,588.21 for planning and design of Capital projects.
- Request for vote on Vouchers 12-0261 through 12-0317, excluding Voucher 12-0313, \$1,358.53 for Cerenzio and Panaro
- A motion was made to approve the bills, excluding Voucher 12-0313, \$1,358.53 for Cerenzio and Panaro

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Motion: Ofshinsky                      Seconded: Bassett  
Voted Aye: C. Hardy, R. Heres, L. Monico, W. Bassett, P. McGill, D. Ofshinsky  
Voted Nay: None  
Abstain: None  
Motion Carried

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Agenda Item VIII

**ATTORNEY'S REPORT:**

- Ms. Thompson had nothing to report at this time.

Agenda Item IX

**COMMISSIONER'S REPORT:**

- Mr. Heres announced to the Board he had completed the electric analysis. He received several quotes and found there a 34% savings with Hess Corporation. Ms. Thompson reviewed and made comments on the proposed contract which Mr. Heres then sent to his contact at Hess.
- Mr. Bassett began the Bioremediation research which he presented to Mr. Williams. Mr. Bassett believed it is a feasible way to help eliminate the problems at Bald Eagle. He also found someone which could help with the rebuilding or replacements of the gear box less than \$12,000.00. Mr. Bassett, will contact Mr. Williams with salesman's information.
- Mr. Ofshinsky stated he is still working on the financial statements and would like to meet with Kelly Love to look over QuickBooks.
- Mr. McGill reported he had left a message with Mr. Covelli regarding the claim on Birch Hill.
- Mr. Monico spoke about the controlling of expenses in the budget. He spoke with Jerry Storms the Director of Public Works for the Town of West Milford and stated that he suggested the MUA look into the Morris County Cooperative Pricing Council which would help with savings.
- Ms. Hardy stated she is still working to find a truck for the MUA laborer. She addressed the public and announced that his personal truck has broken down three times and he is unable to afford using it for MUA purposes. Ms. Hardy explained she was able to get a price from Rt 23 Auto Mall for a 2012 Ford van for \$17,697.00 which is listed \$27,775.00. Ms. Thompson noted that the MUA is unable to lease/finance a vehicle the only option is to buy. Until there is certified funds the MUA can not purchase the vehicle. Ms. Thompson suggested it would best if the finance committee and Ms. Love met to review the budget for the funds.
- Mr. Monico stated when he spoke to Mr. Storms, he was advised that the MUA would be eligible for gas at the Township pump..

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- Ms. Love received the inspection report from the DEP regarding the sewer systems, noting that the MUA has 30 days to respond. Ms. Love contacted Mr. Williams and asked if he would respond to the monitoring schedules that were out of compliance. Ms. Love asked the Board if there was a subcommittee willing to respond, or if the Board would like her to handle it. Ms. Hardy felt it best to set up a meeting with Chris Hoffman, a chemical specialist for the DEP, and Mr. Williams before responding to the report.

Agenda Item X

**ADJOURNMENT:**

- There being no further business before the Board, the meeting was adjourned at 8:44pm.

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Motion: Ofshinsky Seconded: McGill  
Voted Aye: C. Hardy, R. Heres, L. Monico, W. Bassett, P. McGill, D. Ofshinsky  
Voted Nay: None  
Motion carried.  
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West Milford MUA  
June/July 2012 Operations and Maintenance Report

Submitted by Jersey Environmental Solutions  
Mr. Eric Williams

**June/July 2012**

**MUA Water Treatment Facilities**

1. JES completed another round of hydrant flushing in the Bald Eagle development July 12<sup>th</sup> to continue to remove the deposits of iron that remain in the distribution system. A clear sign of the improved quality of the water has been numerous positive comments shared by residents. We will rely on the residents communicating to the MUA and sharing updates on their water quality so that we can continue to perform hydrant flushing to quickly address any issues.
2. The Eagle Rock well house has been restarted and is producing water for the Olde Milford community. The well house helped prevent low pressure issues when the 88 Rolling Ridge system went down during a thunderstorm on Wednesday, July 18<sup>th</sup>. It was repaired and put back online on the 19<sup>th</sup>.
3. There was a delivery of corrosion control chemical to Quincy wellhouse. This is a sequestering agent meant to keep the iron in solution. This chemical was not added during our time due to the fact that by the time JES arrived, it was no longer being used for the Concord well.
4. The pond/swimming pool at the Greenbrook development has been receiving water from the well at Pine daily for 7-8 hours.
5. Agra laboratory has agreed to produce Operations and Maintenance manuals for the water plants. JES will edit and make possible revisions upon completion to satisfy DEP requirements.
6. Many of the items identified by the DEP inspection have already been addressed. We are actively working to ensure that all items we are responsible for will be brought up to standard quickly.

**June/July 2012**

**MUA Wastewater Treatment Facilities**

**1. Bald Eagle STP**

The gearbox search continues for the downed RBC. Apparently, this gearbox is 30-40 years old and cannot be cross-referenced easily with current models. Our electrician has located another replacement at a slightly lower cost of \$10,000 that is \$2,000 cheaper than the replacement found last month.

The equalization basin cleaning has only a small window to get cleaned each month. We have to wait until the monthly sampling has been completed which is usually within the first ten days of the month. We have delayed the sampling in hopes of acquiring the replacement gearbox. The scheduling for the cleaning will now be the week of the 30<sup>th</sup> as long as Wanaque can accept the hauling.

The North Field continues to process the effluent from the plant. We have essentially used it for the equivalent of 3 years of use over the last 7 months. Knowing the cost to do any repair to this field will be expensive; it does instill confidence that once the rehabilitation has occurred, the field will be able percolate effluent for years.

**2. Old Milford**

UV system replacement parts-we are only receiving partial orders which has prevented the completed repair of O.M.

**3. Birch Hill STP**

We have had the air leaks repaired that were causing numerous problems at the STP. Low dissolved oxygen levels, poor settling in the clarifier as well as increased noise levels because of the need to run two blowers are now operating in a much better state.



4. **Awosting STP-repeat item**

One of two UV banks is operating; the partial order that we received is what is preventing a complete repair at this time. The South side anoxic mixer still needs to be replaced. We are aware there has been some communication between the board and C&P concerning these issues.

5. **Alum Addition**

All the STP's were equipped with pumps for alum addition. Olde Milford, Crescent have already shown measureable decreases in phosphorous levels. Now that Birch Hill is operating in an improved state we expect that also to show improvement soon. Highview will also show improvement; the amount of chemical in the batch requires more of a concentration due to the wide variance in flow at this plant. It can range from 40,000 to well over 100,00 gallons during rain events.