

EAST WINDSOR MUNICIPAL UTILITIES AUTHORITY
Minutes of Regular Meeting
Thursday, October 18, 2012

The regular monthly meeting of the East Windsor Municipal Utilities Authority was held on Thursday, October 18, 2012 at the Administration Building on Wiltshire Drive and called to order by Chairperson Moore at 8:00 p.m..

The following Members were present:

Linda Moore
Marc Platizky
Leonard J. Millner
Steven Kurs
Marc Lippman
Michael Shifman

Absent: William Lawler

Also present:

Edwin Schmierer, Esq., of Mason Griffin & Pierson
James Farry, of Hatch Mott MacDonald
Ronald Christ, Finance Officer
Richard Brand, Executive Director
Clark Wolverton, Wastewater Superintendent
Dolores Borosko, Board Secretary

Chairperson Moore requested that the Board Secretary read the statement announcing that the notice and agenda of this meeting were mailed to the Windsor Hights Herald, Trenton Times and Trentonian on October 12, 2012. An agenda was posted on the official bulletin board of the Authority and delivered to the Township Clerk for posting on the bulletin board at the East Windsor Township Municipal Complex on October 12, 2012. Chairperson Moore then asked for a roll call after which she asked if any Member had an objection to holding this meeting as advertised. No one objected.

Chairperson Moore asked if anyone in the audience wanted to make comments on any matter not on tonight's agenda and seeing no one closed the public comment portion of the meeting.

Mr. Brand spoke updating the Board Members on the Turnpike project. Mr. Brand stated that Kmetz Construction had started drilling in a new location last week. The pilot drill made it under the turnpike at the beginning of the week and a 24" drill bit to open the hole was installed. At the beginning of next week a 36" drill bit will be installed to enlarge the hole for the 30" steel casing pipe. Then once the casing has been pulled a 24" high density Polyethylene pipe will be pulled through the casing to complete the water line installation. The sewer line will be installed with the same process in the future.

Chairperson Moore moved to a discussion of the Shiseido America Warehouse expansion and requested information from Mr. Brand. Mr. Brand informed the Board that Shiseido America proposed expanding an existing onsite warehouse. The expansion would require Shiseido America to relocate an existing onsite sewage lift station and force main. MUA staff and Hatch Mott MacDonald have reviewed the plans and determined that Shiseido America's service requirement will be 500 gallons per day based on an additional 20 employees. The resolution before the Board is to allow Shiseido to relocate their existing lift station and force main. Staff is recommending Board approval so that Shiseido can move forward with the project and file for Township permits since approval of the plans and specs by the MUA will be required in order for the permit process to move forward. After a brief discussion Mr. Millner made a motion to approve the resolution seconded by Mr. Kurs and unanimously carried.

WHEREAS, Shiseido America, the owners of property known as Block 1, lot 4, as shown on the official tax map of the Township of East Windsor has requested the East Windsor Municipal Utilities Authority approval for phase one (1) of its application for service for onsite infrastructure repairs and replacement necessary to expand an existing onsite warehouse; and

WHEREAS, Shiseido America expansion will require relocation of a small sewage lift station and replacement of a 2" Forced Sewer Main. The forced main extends through the intersection at Route 571 also known as Princeton Hightstown Road and Old Trenton Road and discharges to a East Windsor Municipal Utilities Authority sewer located at the intersection of Route 571 and Windsor Center Drive. This forced main will only convey domestic waste.; and

WHEREAS, Shiseido America expansion will require relocation of approximately 510 LF of 8" Ductile Iron Pipe Cement Lined pipe and hydrants around the proposed building; and

WHEREAS, The East Windsor Municipal Utilities Authority and its Engineers Hatch Mott MacDonald have approved the revised plans which include sheets 1 thru 10, bearing the latest date of 8/24/12, with sheet 6, further revised on 9/26/12 as prepared by William Obara, PE from Delaware-Raritan Engineering, Inc.; and

WHEREAS, all work being performed is in compliance with East Windsor Municipal Utilities Authority Regulations; and

WHEREAS, Shiseido America has phased the project into two Phases, Phase One and Phase Two with its application before the East Windsor Municipal Utilities Authority for water and sewer services for Phase One only ; and

WHEREAS, Shiseido America has applied for the additional water allocation as described by the NJDEP Rules and Regulations and approved by East Windsor Municipal Utilities Authority; and

WHEREAS, Shiseido America, has agreed to the payment of East Windsor Municipal Utilities Authority fees and will supply a hold harmless agreement as a stipulation for approval; and

NOW, THEREFORE, BE IT RESOLVED by the East Windsor Municipal Utilities Authority as follows:

1. The Chair and Secretary of the East Windsor Municipal Utilities Authority are hereby authorized and directed to execute appropriate documentation as approved by the Authority Attorney evidencing the approval of plans entitled: "Application of Service"; "Shiseido America, Block 1, lot 4, as shown on the official tax map of the Township of East Windsor".
2. The East Windsor Municipal Utilities Authority approval of Shiseido America "Application of Service" is conditional on the respective parties entering into a "Hold Harmless Agreement" and payment of all fees.
3. A certified true copy of this resolution shall be furnished to the Shiseido America upon its adoption.

There being no Old Business for discussion the Chairperson moved to General Discussion Topics from the Board Members. Mr. Brand stated that the Members had before them a chart showing sludge disposal gallons used and cost associated with sludge disposal that Mr. Milner had requested. Mr. Brand added that sludge disposal had been reduced by 50% with the new equipment and upgrades. At this rate of reduction the Authority is looking at about a 4-year payback on the project cost.

Mr. Millner made a motion to approve Operating bills in the amount of \$246,749.11 and payrolls in the amount \$65,088.88 and \$69,769.36; NJEIT Clean Water Loan Construction Fund, Requisition #40 - \$3,487.34, second by Mr. Kurs and unanimously carried.

The Operating Report was approved on a motion made by Mr. Platizky, seconded by Mr. Lippman. After Mr. Brand responded to some questions from Board Members Chairperson Moore requested a vote accepting the motion made by Mr. Platizky to accept the operating report which was unanimously approved.

The Development Reports for September and October were unanimously approved on a motion made by Mr. Millner and seconded by Mr. Lippman.

A motion was made by Mr. Lippman, seconded by Mr. Millner to approve the Finance Officer's Report. Mr. Brand called the Board's attention to the deposits into the revenue fund for September which were extremely low. Mr. Brand explained that this was due to problems with the new financial software which delayed the billing for Cycle A by two weeks. After a brief discussion of the software issues the motion accepting the finance officer's report was unanimously approved.

A motion to accept the Attorney's report was made by Mr. Platizky, seconded by Mr. Lippman. After a brief discussion of an on going litigation regarding a backup of sewage into a townhouse, Mr. Schmierer mentioned that he would be having a discussion with Mr. Brand pertaining to attorneys' fees charged for rate hearing and added that the credit would appear on the next billing. The Attorney's report was unanimously accepted.

The Engineer's report was approved on a motion made by Mr. Kurs, seconded by Mr. Lippman and unanimously approved.

There being no further items for discussion the meeting was adjourned.

Respectfully,

Steven Kurs, Secretary

