

EAST WINDSOR MUNICIPAL UTILITIES AUTHORITY

Minutes of Regular Meeting

Thursday November 19, 2020 @ 5:00pm

The regular monthly meeting of the East Windsor Municipal Utilities Authority was held on Thursday November 19, 2020 at the Administration Building located on 7 Wiltshire Drive and called to order by Chairperson Moore at 5:00pm

The following Members were present via conference call:

Linda Moore  
Steve Kurs  
Len Millner  
Marc Lippman  
Bill Lawler  
Mike Shifman

The Following member(s) were present at the Administration Building:

Marc Platizky

Also, present: Ronald Ghrist, Finance Officer  
Richard Brand, Executive Director  
Jim Mackie, Assistant Operations Manager  
Susan Pretz, Board Secretary

Also present via conference call:

Ryan Scerbo Esq., DeCotiis, Fitzpatrick, Cole & Giblin, LLP  
David Klemm, Mott Mac Donald

Chairperson Moore requested that the Public Notice be read. The secretary read the statement stating that the agenda for this meeting was e-mailed to the Cranbury Press-Windsor Hights Herald and Trenton Times on Tuesday November 10, 2020. 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 Friday November 13, 2020. Chairperson Moore then asked for a roll call after which she asked if any member had any objection to holding this meeting as advertised. No one objected.

Chairperson Moore asked if there was anyone present that would like to speak on any issue not on today's agenda. Hearing no one Chairperson Moore closed the public portion of the meeting.

Chairperson Moore asked for approval of Resolution #2020-39, the Adoption of the 2020/2021 Budget for Water. Mr. Lippman made the motion, seconded by Mr. Kurs and unanimously carried.

## 2020 (2020-2021) ADOPTED BUDGET RESOLUTION

### Resolution #2020-39

#### East Windsor Municipal Utilities Authority

(Name)

### AUTHORITY

**FISCAL YEAR: FROM: DECEMBER 1, 2020 TO: NOVEMBER 30, 2021**

WHEREAS, the Annual Budget and Capital Budget/Program for the East Windsor Municipal Utilities Authority for the fiscal year beginning December 1, 2020, and ending, November 30, 2021 has been presented for adoption before the governing body of the East Windsor Municipal Utilities Authority at its open public meeting of November 19, 2020; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$3,119,320, Total Appropriations, including any Accumulated Deficit, if any, of \$2,571,221 and Total Unrestricted Net Position utilized of \$NONE; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$4,147,000 and Total Unrestricted Net Position planned to be utilized of \$1,172,000; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of East Windsor Municipal Utilities Authority, at an open public meeting held on November 19, 2020 that the Annual Budget and Capital Budget/Program of the East Windsor Municipal Utilities Authority for the fiscal year beginning, December 1, 2020 and, ending, November 30, 2021 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

  
(Secretary's Signature)

November 19, 2020  
(Date)

Governing Body  
Member:

Recorded Vote

	Aye	Nay	Abstain	Absent
Moore	X			
Lippman	X			
Platizky	X			
Kurs	X			
Millner	X			

Chairperson Moore asked for approval of Resolution #2020-40 the Adoption of the 2020/2021 Budget for Sewer. Mr. Platizky made the motion, seconded by Mr. Lippman and unanimously carried.

## 2020 (2020-2021) ADOPTED BUDGET RESOLUTION

### Resolution #2020-40

East Windsor Municipal Utilities Authority

(Name)

### AUTHORITY

FISCAL YEAR: FROM: DECEMBER 1, 2020 TO: NOVEMBER 30, 2021

WHEREAS, the Annual Budget and Capital Budget Program for the East Windsor Municipal Utilities Authority for the fiscal year beginning December 1, 2020, and ending November 30, 2021 has been presented for adoption before the governing body of the East Windsor Municipal Utilities Authority at its open public meeting of November 19, 2020; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$4,527,810, Total Appropriations, including any Accumulated Deficit, if any, of \$1,563,331 and Total Unrestricted Net Position utilized of \$35,524; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$6,160,000 and Total Unrestricted Net Position planned to be utilized of \$440,000; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of East Windsor Municipal Utilities Authority, at an open public meeting held on November 19, 2020 that the Annual Budget and Capital Budget/Program of the East Windsor Municipal Utilities Authority for the fiscal year beginning, December 1, 2020 and, ending, November 30, 2021 is hereby adopted and shall constitute appropriations for the purposes stated, and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services

  
(Secretary's Signature)

November 19, 2020  
(Date)

Governing Body  
Member:

Recorded Vote

	Aye	Nay	Abstain	Absent
Moore	X			
Lippman	X			
Platzky	X			
Kurs	X			
Millner	X			

Chairperson Moore asked for approval of Resolution 2020-41, Awarding of a 2 year contract for Sludge Hauling . Mr. Platizky made the motion seconded by Mr. Kurs and unanimously carried.

**EAST WINDSOR MUNICIPAL UTILITIES AUTHORITY**  
**COUNTY OF MERCER, STATE OF NEW JERSEY**

**RESOLUTION AWARDING CONTRACTS FOR THE PROVISION OF  
SLUDGE HAULING SERVICE**

**RESOLUTION NO. 2020-41**

**WHEREAS**, East Windsor Municipal Utilities Authority went to public notification to except bids for the purpose of Sludge Hauling Services on September 11, 2020; and

**WHEREAS**, in accordance with a properly advertised Notice to Bidders, four (4) bidders submitted bids for the provision of Sludge Hauling Service which were received on October 14, 2020

**WHEREAS**, pursuant to the Quantities @ section on page PIB 9 of the Bid Specifications the East Windsor Municipal Utilities Authority may award a contract for one (1) or two (2) years; and

**WHEREAS**, after review of the bids submitted there was one (1) low bidder:

- 1) **Russell Reid Co.**, 200 Smith Street, Keasbey, NJ 08832 for the provision of Sludge Hauling Service from East Windsor MUA to Stony Brook RSA in 2021 at \$0.0279 per gallon and in 2022 at \$0.0299 per gallon.
- 2) **Freehold Cartage, Inc.**, 825 Highway 33, PO Box 5010, Freehold NJ 07728 for the provision of Sludge Hauling Service from East Windsor MUA to Somerset Raritan Valley Sewerage Authority in 2021 at \$0.0406 per gallon and 2022 at \$0.0406 per gallon.

**WHEREAS**, it is the recommendation of the Executive Director that Russell Reid Co. be awarded the contract for the provision of Sludge Hauling Service for two (2) years from East Windsor to Stony Brook RSA as the lowest responsible bidder; and

**WHEREAS**, it is the recommendation of the Executive Director that Freehold Cartage, Inc. be awarded the contract for the provision of Sludge Hauling Service for two (2) years from East Windsor to Somerset Raritan Valley Sewerage Authority as the lowest responsible bidder; and

**WHEREAS**, the Financial Officer has certified that sufficient funds are available for the award of these contracts; and

**NOW, THEREFORE, BE IT RESOLVED** by the East Windsor Municipal Utilities Authority ("MUA" or "Authority") as follows:

1. The preamble to this Resolution shall be incorporated herein as if fully restated.
2. Russell Reid Co., 200 Smith Street, Keasbey, NJ 08832 for the provision of Sludge Hauling Service from East Windsor MUA to Stony Brook RSA in 2021 at \$0.0279 per gallon and in 2022 at \$0.0299 per gallon are hereby accepted and the contract awarded for the two (2) years.
3. Freehold Cartage, Inc., 825 Highway 33, PO Box 5010, Freehold, NJ 07728 for the provision of Sludge Hauling Service from East Windsor MUA to Somerset Raritan Valley Sewerage Authority in 2021 at \$0.0406 per gallon and 2022 at \$0.0406 per gallon are hereby accepted and the contract awarded for the two (2) years.
4. The Authority Chairperson and Secretary are hereby authorized and directed to sign any necessary documents, and the Authority staff and professionals are authorized and directed to undertake any and all action's necessary, to effectuate the terms and intent hereof.

Dated: 11/19/2020

  
Linda Moore, Chairperson

#### CERTIFICATION

The undersigned, Secretary of the East Windsor Municipal Utilities Authority, do hereby certify that the foregoing Resolution was considered and adopted by said Authority at its regular meeting held on this November 19, 2020.

  
Marc Platizky, Secretary

Chairperson Moore asked for approval of Resolution 2020-42, awarding the contracts for Drilling of a Pilot Well for soil and water analysis. Mr Brand added that if all goes well with the sampling of water and soil, the next stage will be DEP approvals and funding. Mr. Lippman made the motion seconded by Mr. Platizky and unanimously carried.

**EAST WINDSOR MUNICIPAL UTILITIES AUTHORITY  
COUNTY OF MERCER, STATE OF NEW JERSEY**

**RESOLUTION AWARDING CONTRACTS FOR THE PROVISION OF  
DRILLING A PILOT WELL FOR GEOPHYSICS SOIL ANALYSIS AND WATER QUALITY  
ANALYSIS FOR NEW WATER TREATMENT PLANT SITE LOCATION**

**RESOLUTION NO. 2020 - 42**

**WHEREAS**, East Windsor Municipal Utilities Authority went to public notification to accept bids for the purpose of drilling a pilot well located at 146 Millstone Road also known as the Pollution Control Facility on October 7, 2020; and

**WHEREAS**, the East Windsor Municipal Utilities Authority (“Authority”) has determined the need for a new water treatment plant and during the planning stage must drill a pilot well to do a complete study by obtaining a full geophysics sampling of the soils and a complete water quality sampling of the aquifer; and

**WHEREAS**, in accordance with a properly advertised Notice to Bidders by the provisions of the New Jersey Local Public Contracts Law, *N.J.S.A. 40A:11-1 et seq.*, two (2) bidders submitted bids for the provision of Pilot Well Boring which were received on November 5, 2020; and

**WHEREAS**, in soliciting bids for said work, the Authority followed the Fair and Open process in accordance with *N.J.S.A. 19:44A-20.4*; and

**WHEREAS**, after review of the two (2) bids submitted there was one (1) low bidder:

- 1) **A.C. Schultes – 664 South Evergreen Avenue, Woodbury Heights, NJ 08097 -**  
\$23,425 for the for the drilling of the pilot well and Geophysics sampling of the soil.  
Alternate bid #1 - \$4,700.00 water quality analysis. Alternate Bid #2 – 2,000.00 for  
Abandon/seal pilot well for a total Bid of \$30,125.00.

**WHEREAS**, it is the recommendation of the Executive Director that A.C. Schultes be awarded the contract for the provision of Pilot Boring/Monitoring Well Construction and Water Quality Sampling bid as the lowest responsible bidder; and

**WHEREAS**, the Financial Officer has certified that sufficient funds are available for the award of these contracts; and

**NOW, THEREFORE, BE IT RESOLVED** by the East Windsor Municipal Utilities Authority ("MUA" or "Authority") as follows:

1. The preamble to this Resolution shall be incorporated herein as if fully restated.
- The bid of **A.C. Schultes – 664 South Evergreen Avenue, Woodbury Heights, NJ 08097** - \$23,425 for the for the drilling of the pilot well and Geophysics sampling of the soil. Alternate bid #1 - \$4,700.00 water quality analysis. Alternate Bid #2 – 2,000.00 for Abandon/seal pilot well for a total Bid of \$30,125.00; and
2. The Authority Chairperson and Secretary are hereby authorized and directed to sign any necessary documents, and the Authority staff and professionals are authorized and directed to undertake any and all action's necessary, to effectuate the terms and intent hereof.

Dated: 11/19/20

  
Linda Moore, Chairperson

CERTIFICATION

The undersigned, Secretary of the East Windsor Municipal Utilities Authority, do hereby certify that the foregoing Resolution was considered and adopted by said Authority at its regular meeting held on this November 19, 2020.

  
Marc Platizky, Secretary



Chairperson Moore asked for approval of Resolution 2020-43, Authorizing the Implementation of Certain Projects that Qualify for-Off Tract Improvement (OTIF). Mr Brand explained that it is important to update our OTIF tables. There is a lot of new construction coming up. Due to capacity concerns the OTIF tables should be updated. Mr. Platizky made the motion seconded by Mr. Lippman and unanimously carried.

**EAST WINDSOR MUNICIPAL UTILITIES AUTHORITY**

**COUNTY OF MERCER**

**STATE OF NEW JERSEY**

**RESOLUTION AUTHORIZING THE IMPLEMENTATION OF CERTAIN PROJECTS THAT QUALIFY FOR THE OFF - TRACT IMPROVEMENT FUND (OTIF) TO BE INCLUDED INTO THE UPDATED OTIF TABLES**

**RESOLUTION NO. 2020-43**

WHEREAS, the East Windsor Municipal Utilities Authority ("Authority") has determined through its Asset Management Plan and the increase in development in the Township of East Windsor that the Off Tract Improvement Fund (OTIF) tables included in the Authority's Rules and Regulations need to be updated to reflect future improvements not yet constructed as well as improvements that need upgrading to be able to continuously and adequately serve the Authority's rate payers with water and sewer; and

WHEREAS, the Authority has power and authority pursuant to the Municipal and County Utilities Authorities Law (N.J.S.A. 40:14B-1 et seq.) and other legal sources, including the Authority's Rules and Regulations, to require Developers to install both on-tract and off-tract facilities and infrastructure necessary to secure adequate service from the common water and sanitary sewer facilities of the Authority; and

WHEREAS, the Authority has determined that certain existing facilities and infrastructure has exceeded its capacity and that developers connecting to such facilities and infrastructure are required to pay their proportionate share either to install new infrastructure relieving/expanding those existing facilities or providing new facilities; and

WHEREAS, The Authority shall determine the extent to which a developer will be required to pay an OTIF or construct certain off-tract improvements in lieu of such payment, based in part upon the findings as contained in the Utilities Master Plan, dated May 14, 1992, as well as the Authority's Asset Management Plan as may be from time to time amended; and



WHEREAS, the Executive Director and the Authority Engineers have determined several other projects qualify as improvements for the OTIF and shall be included in the updated OTIF tables for future development; and

WHEREAS, the existing and new improvements are set forth in the table attached hereto as Exhibit A; and

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

1. That the Executive Director, with the advice and input of the Authority's Engineer, is hereby authorized and directed to include the projects listed above in the OTIF tables along with the proportionate cost sharing to be applied to future development that connects to or utilizes these facilities and infrastructure;
2. That this Resolution shall take effect immediately;

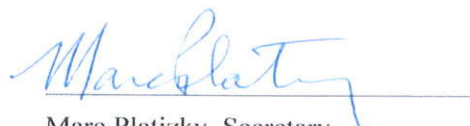
Dated: 11/19/2020



Linda Moore, Chairperson

CERTIFICATION

The undersigned, Secretary of the East Windsor Municipal Utilities Authority, do hereby certify that the foregoing Resolution was considered and adopted by said Authority at its regular meeting held on this November 19, 2020.



Marc Platizky, Secretary

Chairperson asked the board to approve Resolution #2020-44, Green Grounds and Outside Facility Maintenance program. Mr Platizky made the motion, seconded by Mr. Millner and unanimously carried.

**EAST WINDSOR MUNICIPAL UTILITIES AUTHORITY**

**COUNTY OF MERCER**

**STATE OF NEW JERSEY**

**RESOLUTION NO. 2020- 44**

**GREEN GROUNDS AND OUTSIDE FACILITY MAINTENANCE PROGRAM**

WHEREAS, the East Windsor Municipal Utilities Authority owns and operates substantial grounds that are designated for our Water and Wastewater facilities; and

WHEREAS, it is the desire of the East Windsor Municipal Utilities Authority to upkeep its facilities; and

WHEREAS, the East Windsor Municipal Utilities Authority desires that such upkeep and maintenance be conducted in an environmentally sensitive manner, to promote the health and safety of the town's residents and environment; and

WHEREAS, the East Windsor Municipal Utilities Authority is committed to protecting the environment, and to finding ways to use our most precious resource wisely; and

WHEREAS, the East Windsor Municipal Utilities Authority is committed to conserving its water in the most sustainable way and leading by example so that others may follow; and

WHEREAS, The East Windsor Municipal Utilities Authority provides water and wastewater services to our customers, we also work to prevent pollution, promote sustainability, and enhance the natural environment; and

WHEREAS East Windsor Municipal Utilities Authority has a consistent history of complying with, and in many cases surpassing, the standards set by environmental laws and regulations; and

WHEREAS, this is the foundation on which East Windsor Municipal Utilities Authority builds its environmental performance, and strives to not just to meet, but exceed the environmental expectations of our ratepayers and establish new benchmarks by which others in our industry may be measured; and

Whereas, East Windsor Municipal Utilities Authority's commitment to the environment extends beyond the quality of our water but into the heart of who we are. We are stewards of the community in which we serve, and we are proud of the role we play in protecting their surroundings; and

NOW THEREFORE, BE IT RESOLVED BY THE EAST WINDSOR MUNICIPAL UTILITIES AUTHORITY BOARD, COUNTY OF MERCER, STATE OF NEW JERSEY that the attached Green Grounds and Outside Maintenance Facility Maintenance Program is officially adopted.

NOW, THEREFORE, BE IT RESOLVED by the East Windsor Municipal Utilities Authority ("MUA" or "Authority") as follows:


1. The preamble to this Resolution shall be incorporated herein as if fully restated.
2. The Authority is hereby authorized and directed to incorporate the updated Green Grounds and Outside Facility Maintenance Program
3. The Authority Chairperson and Secretary are hereby authorized and directed to sign any documents necessary, and the Authority staff and professionals are authorized and directed to undertake any and all actions necessary, to effectuate the terms and intent hereof.



Linda Moore, Chairperson

CERTIFICATION

The undersigned, Secretary of the East Windsor Municipal Utilities Authority, do hereby certify that the foregoing Resolution was considered and adopted by said Authority at its regular meeting held on this 19<sup>th</sup> day of November, 2020.



Marc Platizky, Secretary

Chairperson Moore asked for approval of the Payment of Bills for November 19, 2020. Mr. Millner made the motion, seconded by Mr. Kurs and unanimously carried.

Chairperson Moore asked for approval of the Operating report from October 2020. Mr. Miller inquired about the issues with well 6. Mr. Mackie stated we are currently investigating the issues with well 6 and will get back to the board at the next meeting. Mr. Lippman made the motion, seconded by Mr. Platizky and unanimously carried.

Chairperson Moore requested a motion to approve the Development report for November 2020. Mr. Platizky made the motion, seconded by Mr. Millner and unanimously carried.

Chairperson Moore requested a motion to approve the Finance Officers report for October 2020. Mr. Millner made the motion, seconded by Mr. Lippman and unanimously carried.

Chairperson Moore requested a motion to approve the Attorneys report for October-November 2020. Mr. Platizky made the motion, seconded by Mr. Lippman and unanimously carried.

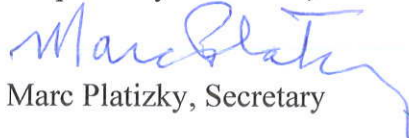
Chairperson Moore requested a motion to approve the Engineers report for October 2020. Mr. Kurs made the motion, seconded by Mr. Lippman and unanimously carried.

The minutes from the October 15, 2020 meeting were approved on a motion made by Mr. Platizky seconded by Mr. Millner and unanimously carried.

Chairperson Moore requested for a motion to go into closed executive session. Mr. Platizky made the motion, seconded by Mr. Lippman and unanimously carried.

Having nothing further to discuss Chairperson Moore adjourned the meeting.

Respectfully submitted,



Marc Platizky, Secretary