

**HAMBURG BOROUGH
BOARD OF PUBLIC WORKS
MEETING MINUTES**

March 9, 2011

In accordance with the Open Public Meetings Act with regard to notification of the meeting of the Hamburg Board of Public Works was called to order by Chairman Ron Garrett at 7:30 PM. Certification of proper notification was given by the Chairman.

Roll Call: Jerry Truppi, Robert Krysiak, Ron Garrett, Maria Marino, Dan Shane, Chris Fitzpatrick, Mayor Marino
Also Present: Kathy Garrett, John Ruschke, Jerry Kastner

Approval of Minutes

Motion by Chris Fitzpatrick, seconded by Jerry Truppi to approve the minutes of January 12, 2011 Re-organization meeting. All in favor.

Motion by Chris Fitzpatrick, seconded by Bob Krysiak to approve the minutes of January 12, 2011 Regular meeting. All in favor.

Individual Cases

Motion by Chris Fitzpatrick, seconded by Jerry Truppi to open to Individual Cases. All in favor.

Motion by Ron Garrett, seconded by Dan Shane to open the meeting to John Ruschke and Jerry Kastner. All in favor.

Michael Smolinski – 80 Orchard Street – EDU request

Mr. Mike Smolinski of 80 Orchard Street presented to the Board an application to subdivide his property in half, constructing a slab home on the vacant property. He stated that he has approximately 11,000 square feet in which to build a 3 bedroom, 2 bathroom home. Mr. Smolinski believes it already has a water hook-up on the property. He would need one EDU for this project.

Mr. John Ruschke reviewed the plans. He stated that he had spoken with Mr. Smolinski and asked for a concept plan, which would have to come from an engineer and he did not receive that. Mr. Smolinski did not submit that as he said that he did not want to spend the money if he was not going to get the EDU, also stating that the ordinances were confusing about the setbacks for a corner property.

Mr. Ruschke realizes that this is a "catch 22" situation (Mr. Ruschke asking for concept plans and Mr. Smolinski not wanting to spend the money on them if he would not get the EDU) and that the applicant will have to go before the Land Use Board and there have to prove to them if he has enough property to build on.

Mr. Ruschke stated that, if the EDU were granted, stipulations should be given. Mr. Ruschke cautioned the Board about the Zoning Regulations and making sure this conforms to those regulations and also the Master Plan for the town.

After discussion by the Board members, motion by Chris Fitzpatrick, seconded by Jerry Truppi to give one (1) EDU to Block 2, Lot 9, that the EDU be granted subject to Zoning Approval, Land Use Board application within six months and if approval is not granted by the Board than the EDU is rescinded after one year. Roll Call vote showed all members present in favor.

Mr. Smolinski is aware that this will go before the Council for their approval and in no way guarantees Land Use approval.

Mayor Marino requested that this be placed on the Mayor and Council workshop agenda for discussion so that Mr. Smolinski may proceed.

Mr. Smolinski thanked the Board for their time.

Motion by Chris Fitzpatrick, seconded by Jerry Truppi to close to Individual Cases. All in favor.

Hatch Mott MacDonald / Water Superintendent

Mr. Ruschke mentioned the three projects that the town will have going on: the Falcon Ridge sewer interconnection, the Heritage Lakes pump station rehabilitation, and the Orchard Street drainage. Bid documents are in and the projects are progressing.

From the DEP- Permit Application No. WPC 110001 – Well No. 1A

The well is substantially completed over by The Fairways. The DEP took samples today and it will be some time before the analysis is completed and they do issue the permit, but Mr. Ruschke believes they will issue the permit. The iron in the water will be high, but the contractor has installed a filter system for this purpose. Once this well is activated, our firm capacity will go up tremendously and we will have plenty of water.

Unaccounted loss of water

Mr. Ruschke and Mr. Kastner both voice their concern regarding the unaccounted loss of water: the comparison of what is pumped out of the ground and the comparison of what metering our customers. The reports should reflect less than 15% loss, and ours show almost 25%. This could be due to three (3) things: calibration at the wells, leaks in the distribution system or the meters are wrong. According to the reading of the meters, there is a general decrease in revenue with the collection of water. Mr. Kastner stated that a good meter replacement program needs to be implemented as we are losing revenue from faulty meters. He also stated that some of the data from Ms. Flammer is inconsistent, and as records are our best source, this is a problem. He stresses this is so important as this is how revenue comes into our town. Mr. Ruschke would like a print out of every single customer in the system so that he could compare demands with the meters and what is billed. Mr. Ruschke spoke to Jerry Kastner about performing a test detecting leaks in the system at a cost of \$1500.- \$2000.00. Board members agreed that it was a good idea to rule out leaks.

Motion by Chris Fitzpatrick, seconded by Dan Shane to approve the necessary \$1500.00 - \$2000.00 for the performing of a detection test for leaks on the water system. All in favor.

Chris Kelly asked what could be done about the meters in Heritage Lakes and Mayor Marino said that the money that we would invest in HL would not bring in the revenue that would be needed to cover the cost of the meters, so for the time being, we would leave them alone. Mayor Marino said that we need to focus on homes outside of Heritage. He also said that we did have a 5 year Plan in place at one time and that we needed to get another one implemented because he did not want to raise sewer rates.

Mr. Ruschke discussed a meter replacement program with the Board. Jerry Kastner mentioned contracting out for meter replacement and emphatically answered that the Water Dept. would handle the repairs. Testing of the meters was mentioned and Mr. Kastner said this was not very economical: by the time it is removed from the home, sent out and tested, and then put back in if not faulty. Mr. Ruschke stated also the data received from Ms. Flammer is inconsistent, and with our records being our best source of information, this is disconcerting. Mayor Marino stated that a cost analysis is being done right now on billing and spending and no bonding has had to be put in place. This is where the 5 year plan will come in place so that sewer rates will not have to be raised. Our surplus in the water fund will have to be replenished. Mr. Ruschke stated that the booster pumps at Heritage Lakes, replaced about 10 years ago, and the water mains on Rt. 23 have to be done now.

Mayor Marino would like to set up a meeting to include Regina Flammer, John Ruschke, Jerry Kastner, Mike Schneider, Chris Kelly and himself to discuss the situation with the reports and replacement of meters.

Water tanks

Jerry Kastner brings up that the tanks on Bank Street need to be power washed and minor work. They were done 10-15 years ago and the rust is beginning to show through in some spots. He will get the necessary information together and submit it to the Board.

Mr. Kastner also brought up that there is a lot of wash out from the driveways of the homes by the tank and this dirt is about 2' deep X 30' long. This will promote corrosion on the tank and needs to be removed. The problem is that it is a tight spot for the removal; it would have to be done by hand, a bob-cat, or a small machine with a back hoe would do it. Councilman Kelly mentioned the SLAP program personnel doing the work and will pursue that avenue.

Water Main Replacement Route 23

There have been four (4) water breaks in the past year in a section of the lines from Fairview and Rt. 23 at Edsall to Winding Brook and Rt. 23. This section of pipe is very worn and deteriorated and each time there is a break, it is costly to the town. Both Mr. Ruschke and Mr. Kastner are recommending that this section of pipe be replaced as soon as available. Mr. Ruschke submitted a preliminary cost estimate, which is approximately \$190,000.00.

After Board discussion, motion by Jerry Truppi, seconded by Chris Fitzpatrick to recommend to the Mayor and Council the Water Main Replacement for Route 23 outlined in correspondence submitted by Hatch Mott MacDonald dated February 21, 2011. Roll Call shows all present in favor.

A recommendation will be submitted to the Mayor and Council for the April 4, 2011 meeting.

Falcon Ridge Interconnection TWA Approval No. 08-0481

This notice states the request for a one year extension to the construction of the TWA for the Falcon Ridge Interconnection was approved and that we are in compliance.

From the DEP - PWSID NO. NJ1909001 Firm Capacity

Mr. Ruschke explained that this notice is an explanation of the available capacity of the water system the town does have.

Old Business / New Business**Memo from Regina Flammer re: Water turn offs**

Regina Flammer submitted a memo along with a list of customers with delinquent accounts dated 3/2/11. She wanted the input of the Board as their idea of the handling of the collection of money on these accounts. The amounts on some were quite large due to the non-shut off policy of the town. A new bill will be coming out, making some of the customers three (3) quarters behind. Ms. Flammer would like to send out door hangers for the delinquent accounts on or about April 5th, with a shut off notice approximately one week later. Anyone that is more than one quarter behind and wishing to make a payment plan will have to go before the Board to set up that plan. Ms. Flammer's memo also states that 1st quarter late notices will go out on or about April 18th with door hangers out on May 12th with a turn off date of May 17th.

Motion by Chris Fitzpatrick, seconded by Jerry Truppi to approve the memo dated March 2, 2011 submitted by Regina Flammer to the BPW regarding the billing and turn offs of delinquent accounts. All in favor.

Correspondence**Draft Sewer Service Area / Map**


Mr. Ruschke stated that the County is showing the existing and future sewer areas of municipalities. They have been taking out some wetland areas out of the maps so Mr. Ruschke will revisit the map and make sure nothing is being taken out for us, as once the area is taken out, it is very difficult to have it put back in.

Adjournment

Motion by Chris Fitzpatrick, seconded by Maria Marino to adjourn the meeting at 8:30 PM. All in favor.

Date Approved 4/13/11

Minutes Released 4/13/11


Kathy Garrett
Secretary