

The regular monthly meeting of the Honorable Board of Water Commissioners of the Town of Dover was held on the above date at 7:30 p.m., in the Service Building at 100 Princeton Avenue, Dover New Jersey.

The meeting was called to order by President Mullin and he announced that it was in compliance with the "Open Public Meetings Act". He then requested all to stand for the "Pledge of Allegiance".

Present: President James Mullin and Commissioners LeRoy Varga and Aldo Cicchetti.

Also Present: Assistant Supt. Alan Ritter, Attorney Peter King and James Visioli (appointed Liaison).

On behalf of the Water Board, President Mullin welcomed James Visioli, who will be the Liaison between the Mayor & Board of Aldermen and the Water Commissioners.

Copies of the minutes for May 10, 2006 was previously received by each Commissioner. President Mullin asked if there were any comments about the minutes, none being noted a motion to accept was stated by Commissioner Cicchetti, seconded by Commissioner Varga and passed by voice vote. The minutes were then referred to file.

President Mullin then stated that attending tonight's meeting was Mauro Bacolo and Sam Ohan from Crew Engineers, Inc. and Sal DeMaio of DeMaio Electrical Contractors, Inc. The attendees were here to discuss the final costs and final inspection, according to checklist for the project; DOV118.000; Stripping Tower#2, Princeton Ave. Pumping Station#3 & Well#1-Rehabilitation. Mr. Bacolo handed out copies of a spread sheet indicating the price lists of payments to Crew Engineers for the project work. He reviewed this list for the Commissioners and there was a brief discussion about the additional costs and the delays that were encountered by the Engineers and the Contractor.

There were several correspondences received by the Water Board prior to this meeting. During the course of the evening, these letters were referred to and reviewed by all. Referring to the letter dated; May 23rd, addressed to Attorney King from Mauro Bacolo it was referenced on the Proposal-Agreement for Engineering Services for the project. There was a brief discussion about the original contract and cost quoted. The Attorney is reviewing the original contract, at this time.

Referring to the letter dated; June 5th, addressed to DeMaio Electrics from Sam Ohan, requesting he respond to the list - Notice of Violations. President Mullin asked about the problem listed as Item#1 - feeder wires being 7' from concrete block wall? Both Sal DeMaio and Sam Ohan gave explanations of this so called problem. During the discussion, Jim Visioli stated that perhaps a letter should be sent to M. Hantson of the Engineering Dept., requesting that he could contact Mr. Chontow, the Electrical Inspector of this project. Since the original plans indicated the 7' distance, the questionable problem was not understood by all.

Also, Crew Engineers will need to work w/Advantech to further evaluate the programs for obtaining the required data to upgrade and change programs to the PC and have only one in control. As it stands now, there are two computers using the data, Advantech system has everything except for CHPS & RABS, these are still on the old system.

Referring to the letter dated; June 9th, addressed to Alan Ritter from Mauro Bacolo, relating to the final inspection. There was a brief discussion about the items found that were incomplete or deficient for one reason or another. At the close of this discussion, President Mullin thanked Sal DeMaio and Crew Engineers for attending the meeting.

Review of the Supt's Report of Operations, as per format written and listed hereunder. The report was stated as follows and the information includes the current month; May and the totals to date:

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Pumpage; current month (May)	386,782
prev. total	96,024
total to date	479,806

Analytical Neg.

Salt 55

Mark Outs	106	422
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Oral Reports

1. Sodium levels down, Wharton backup from 22 - 50's ours -
2. Stripping Tower almost completed, few minor things on check list.
3. Rte 46 leak, school side.
4. 100 meters on order.
5. Master plan

ACTION TAKEN:

1. Sodium levels, rumor has it, State may revise MCL levels to 200 ppm (not decided) at this time its being reviewed and studies are being conducted.

2. Check list needs to be completed.

3. Water Leak Detection was done by Northeast Water Tech., George Walters found leak to be on school side. They were notified and we are just waiting for information on when the repairs will be done.

4. Accepted as stated.

5. Master Plan was reviewed by Commissioner Varga and Alan Ritter.

At this time there was no other information to report from the Assist. Supt. The Operations report was then referred to file.

Chemical Analysis reports - Clerk Coari has on file the following water sample results: Coliforms results; May, 2006

VOC's results taken @Well#1 & Clear Well#2 (5-5-2006)

VOC's / Sodium results taken @Well#1, Clera Well#2 & Well#3 (5-22-2006)

There was a brief discussion about the reports, specifically about the Sodium levels. This department will continue to do additional testing, on a monthly basis added to the quarterly testing that is required by the State. Up to now, there is no known factor as to why the sodium levels are still high. Commissioner Varga entertained a motion to accept the reports, seconded by Commissioner Cicchetti and passed by voice vote. The reports were referred to files.

Treasurer's Report - received copy of the report for the Operating and Capital Cash accounts, ending balances for May, 2006.

Operating Acct. \$612,499.28

Capital cash Acct. \$665,046.68

After a brief discussion, Commissioner Varga entertained a motion to accept the report, seconded by Commissioner Cicchetti and passed by voice vote. The report was referred to file.

Clerk's Report - received copy of the Principal Cashier's report for the month of May, 2006 showing the following monies have been turned over to the Treasurer for the Water/Sewer receipts:

WATER: \$198,394.42

SEWER: \$160,005.68

TOTAL: \$358,400.10

The report was reviewed by the Water Board and then referred to file.

Clerk Coari submitted a copy of the May, 2006 O.T./Comp Time record of the Blue/White collar employees and the following reports are present at the meeting for review by the Board if asked;

Mark out summary sheet, I&M monthly report, Daily pumping stations log, Shut off report (Zone II&III), and monthly Meter report. Also, submitted a copy of the Budget acct status and a copy of Payments to Commissioners. (6-14-2006)

All of the above information had been referred to files.

Open Public Comments - Jim Visioli asked how this department handles water supply for new construction sites before the meters are installed? As it stands now, procedure varies according to sites.

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Alan Ritter explained that for new construction most of the time the contractor uses very little water at the site prior to the wet tap and meter being installed. If necessary they will hook-up to a neighbor on either side of the site and make arrangements with the individual owner to pay something on that water bill.

It was then decided that water charge should be done in a more uniform method. Whether it be a temporary hook-up or an estimated usage, a form procedure should be implemented for all future construction.

Jim- Visioli also asked about the large amount of mark outs and the procedure for handling such requests? It was stated by, Alan Ritter that its the New Jersey State law that all contractors and home owners call the 800# prior to any digging. Utilities are then notified by the "One Call System" and need to respond to locating their lines for the customer, to avoid any potential problems of being damaged. Most of the time it works, unfortunately their are times when damage does occur, then a company can charge for the repair and the State can issue a fine.

President Mullin then asked if there were any other comments, none being noted he thanked the Public.

CORRESPONDENCES:

- Memo from Administrator to Water Commissioners, 5-15-2006  
RE: Water Rate Analysis
- Crew Engineers, Inc. (several letters referring to same project #DOV118.000 Stripping Tower#2, PABS#3 & Well#1-Rehab.)  
dated:  
5-9-2006 RE: Comments from March 14th meeting (Minutes)
- 5-12-2006 RE: Kohler Generator @Well#1 - O&M Manual
- 5-18-2006 RE: Reported problems with completion of Contract.
- 5-23-2006 RE: Proposal Agreement for Engrg.Svcs.
- 6-5-2006 RE: Notice of Violation and Order to Terminate.(Item list)
- 6-9-2006 RE: Final Inspection listing.
- Peter J. King, Attorney - dated: 6-14-2006  
RE: Discontinuance of Service for Failure to Pay Bills.
- State of NJ-DEP - dated: received 6-12-2006  
Environmental Regs, Diesel Risk Reduction Program  
RE: Diesel Law Fact Sheet (copy faxed by Atlantic DDA)
- Richard Grubb & Associates, Inc. - dated: 6-2-2006  
RE: Phase I Archaeological Investigation, Construction of Dover Water Works Access Bridge over the Rockaway River, T.O.D., M.C. NJ
- State of NJ-DEP - dated: 5-11-2006  
RE: Program Interest #5100, Activity #WAP050001  
(DRAFT; Staff Report, Permit Inventory, & Permit Report)
- Twsph.of Randolph - dated: 5-24-2006  
RE: S.Morris Street; Well Contamination

President Mullin asked if there was any comments or discussion on the correspondences received this month? In reference to the letter received from Randolph about the problem with the six homes requiring individual filtration/treatment systems or a main extension on the Dover Water line to supply them with service. There was a brief discussion about possible solution and the request for going the extra 100' of main in order to take out the dead end piping. The State requires all main lines to be looped around in the system, thus avoiding water sitting in these dead-ended lines. Alan Ritter stated that this would be the perfect time to correct this section of pipe. A motion was entertained by Commissioner Varga, seconded by Commissioner Cicchetti and passed by voice vote to approve the request and refer this decision to the attention of the Administrator. Attorney King will send written notification to the Administrator's office, as stated in the last paragraph of the letter received from the Township's Manager, John Lovell, timely consideration is of great importance to this request.

President Mullin requested the Assist. Supt. Ritter to have

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available copies of the map showing the location of the water line and the intended extension of the 100' proposal for these properties. Map can be presented to John Lovell, Twshp. Mgr. of Randolph as soon as available for his review/comments.

Commissioner Varga referred to (pg.6) of the Archaeological Study/Phase I, being conducted by Richard Grubb & Associates. Here it stated that Phase II was recommended to be conducted due to the findings of certain artifacts, and referring to the Dover Iron Works. There was a brief discussion and it was recommended that Attorney King notify Andrew Holt of Suburban Engineers to talk about filing an Appeal.

President Mullin requested Assist. Supt. Ritter to contact Suburban Engineers about the deadline for their Water Allocation Permit renewal. He also stated he wanted copies of the quarterly records (going back two years from date) on the Static level readings, be given to the Water Board prior to the next regular meeting.

Commissioner Cicchetti informed the Water Board that the Administrator requested for the Town's website, notification to the residents to conserve water. President Mullin asked that probably the Morris County Conservation Dept. would have composed an info letter that should address this matter. He asked that Assist. Supt. Ritter check with the County?

Approval of Vouchers - President Mullin stated that approval of vouchers, as per list received and checked by Clerk Coari, and was there any discussions or comments? At this time, the Water Board agreed to approve all of the vouchers, Commissioner Cicchetti moved that the vouchers listed hereunder be approved and ordered to be paid. This motion was seconded by Commissioner Varga and passed by voice vote.

VOUCHERS

Postmaster, Dover (Zone I/2nd qtr)	461.84
Handyman's/508, Inc.	50.68
Able Security Locksmiths	270.00
Agra Environmental & Lab Svcs.	1,630.00
A T & T	370.19
Avaya, Inc.	139.49
Avaya Financial Services	206.30
Cablevision Lightpath, Inc.	1,126.00
County Concrete Corp.	431.80
Daily Record	62.62
Danon's Auto Parts Inc.	45.82
G & H Service, Inc.	205.56
Gray Supply Corp.	38.29
Grainger Inc.	72.28
Imperial Copy Products	140.41
JCP & L	22,724.03
Lee Company Inc.	1,703.41
Longo Electrical-Mechanical Inc.	684.00
Main Pool & Chemical Inc.	377.50
MGL Forms-Systems, LLC	553.70
Nextel Communications, Inc.	316.08
N J Natural Gas Co. Inc.	3,392.03
One Call Systems, Inc.	105.94
Park Union Bldg. Supplies, Inc.	29.95
Power Place, Inc.	679.39
Protective Systems Services	78.00
Sheaffer Supply Inc.	856.82
State of N J - P W T (2nd qtr)	2,000.00
Strongwear Garment Corp.	783.25
Suburban Consulting Engineers, Inc.	4,371.75
SymbyoSys Corp.	1,372.50
Tilcon N Y Inc.	423.26
Travelers Diner, Inc.	58.55
Verizon	582.96
Welco CGI Gas Tech.	34.30
Weldon Asphalt Co. Inc.	731.54
Xerox Corp.	75.25
Town of Dover	77,968.50
Town of Dover (Bonds Princ. & Int)	94,193.59
Unemployment Trust Acct.	4,800.00

TOTAL OPERATING:	224,147.63
DeMaio Electrical Contractors, Inc.	7,962.17
Gray Supply Corp.	1,599.00
TOTAL CAPITAL CASH:	9,561.17

GRAND TOTAL: \$233,708.80

President Mullin asked if there was any other business to discuss. Clerk Coari requested the Water Board to please change the next scheduled meeting to be held on Tuesday, August 15th. She will be on vacation the week of August 7 thru 11 and this would give her adequate time to complete her responsibilities. The Board agreed and Public Notice will be sent to the newspaper to announce the change.

President Mullin asked Assist. Supt. Ritter how the meter replacement program was doing, as far as changing the stop and slow running meters? He replied, that all was going as well as to be expected, considering the amount of meters that can be bought and the lack of manpower to install them. He also asked how collections are being handled, during shut offs of delinquent accounts? The response was that Billing has no time to call the property locations and Service then reviews the lists and condenses it by indicating the multiple dwellings, and businesses. Past practice of delinquent collections was to try and contact the properties (as a friendly reminder) and this would cut the lists down considerably with the result of having the customer come in and pay or at least call to make payment arrangements. It does work with a little effort!

Also, President Mullin reminded Assist. Supt. Ritter that he requested copies of the following information be sent to each Commissioner prior to the next Water Board meeting: Water Accountability records, Fire Flow studies and the Vulnerability Study.

In reference to a Memo received from the Town Administrator, Bibi Stewart Garvin addressed to the Water Commissioners, subject matter: Water Rate Analysis. Two proposals for financial advisory services were submitted for their review. It was decided to have Nisivoccia & Company do the study. Commissioner Varga entertained a motion to accept the proposal, seconded by Commissioner Cicchetti and passed by voice vote. Attorney King will write up the Resolution for this contract approval.

Now with no further business to discuss at this public meeting, it was requested to enter into Executive Session for the purpose of potential Litigation & potential Contract Negotiation, as indicated by Attorney King. Commissioner Varga entertained a motion to close the public meeting, seconded by Commissioner Cicchetti and passed by voice vote.

EXECUTIVE SESSION

Commissioner Cicchetti entered a motion to return to the regular scheduled public meeting, seconded by Commissioner Varga and passed by voice vote. It was then asked if there was any other comments or business to be addressed at this time. None being noted, Commissioner Cicchetti entered a motion to adjourn, seconded by Commissioner Varga and passed by voice vote. This meeting was adjourned.

*Mary Ann Coari*  
Mary Ann Coari, Clerk

