



Berkeley Township

MUNICIPAL UTILITIES AUTHORITY

42 Station Road
Bayville, NJ 08721
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A Regular Meeting of the Berkeley Township Municipal Utilities Authority was held on **Thursday, September 22, 2011** at 7:00 pm at the Berkeley Township Municipal Utilities Authority located at 42 Station Road, Bayville, NJ 08721. Presided by Chairman Sudia-present, Mr. Olsen-absent, Mr. Thiemer-present, Mr. Pizzi-present, Mr. Mullikin-absent.

Also present: Ms. Conoshenti-Attorney, Mr. Chiaravallo-Engineer, and Mrs. Nugent-Executive Director.

Motion to approve the minutes from the Caucus Meeting of September 8, 2011: Mr. Pizzi, second, Mr. Thiemer. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Treasurer's Report:

Mr. Pizzi stated that he and Mr. Thiemer reviewed the payroll and operating expenses for (09/10/11-09/23/11) two weeks. The payroll expenses were in the amount of \$13,855.60. The operating expenses were in the amount of \$79,023.97.

Motion to approve the Treasurer's Report: Mr. Thiemer, second, Mr. Pizzi. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Executive Director's Report:

Accepting Metro PCS performance bond for Northern Blvd cellular antenna (\$10,000.00):

Mrs. Nugent asked the Board to recall from the prior meeting (09/08/11) the acceptance of the performance bond for Metro PCS for the cellular antenna equipment on the Station Road tower. Mrs. Nugent stated that Metro PCS also has a cellular antenna on the Northern Blvd tower and after that meeting's discussion, it was found that the performance bond for the Northern Blvd site is lacking from the Authority's file. Mrs. Nugent stated that a surety bond is a requirement of the lease and is intended for rent assurance or to remove the equipment if Metro abandons the site. Mrs. Nugent stated that the amount is for \$10,000.00 and that Ms. Conoshenti has reviewed the performance bond and recommends its approval.

Motion to accept the Metro PCS performance bond for Northern Blvd tower: Mr. Pizzi, second, Mr. Thiemer. All in favor. Roll Call. Mr. Thiemer-yes, Mr. Pizzi-yes, Mr. Sudia-yes. Motion Carried.

Mrs. Nugent requested an Executive Session following tonight's (09/22/11) meeting.

Mrs. Nugent stated that Mr. Chiaravallo has been invited to the meeting to discuss the connection and progress of the Central Regional School District project. Mrs. Nugent added that Mr. Chiaravallo normally does not attend the regular BTMUA meetings but has kindly offered to attend.

Motion to approve the Executive Director's Report: Mr. Pizzi, second, Mr. Thiemer. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Ms. Conoshenti stated for the record that Mr. Mullikin has joined the meeting at 7:04 pm.

Engineer's Report:

Central Regional School District connection progress:

Mr. Chiaravallo referred to the plans regarding the connection to the high school for the Board's review. Mr. Chiaravallo stated that the high school is connected and is taking water from the system now. Mr. Chiaravallo stated that on September 2, 2011 there was a problem found regarding the connection to the high school. Mr. Chiaravallo stated when the water was turned on it was discovered that the "B" section of the high school did not have water. Mr. Chiaravallo stated that later in the afternoon the contractor and the school district's engineer started to investigate what the problems could be. Mr. Chiaravallo referred to the illustrations (attached to this meeting's minutes) which shows the existing water main, the well, the treatment building, and explained how an alternate water main ran along the outside of the building and back into the "B" section of the building.

Mr. Chiaravallo stated that CME was informed that there is an additional meter in the treatment building. Mr. Sudia questioned if it actually exists? Mrs. Nugent stated that Mr. Blair went to the site and confirmed it was there. CRSD stated that the reads that were reported to the DEP flowed through the treatment building meter and not the interior meter as originally thought. Mr. Chiaravallo stated that this meter is metering all the flow to the high school.

Mr. Chiaravallo stated that CRSD, Remington & Vernick, and CME were unaware that there is a separate line which the exact location is not known but apparently goes around the high school toward the cafeteria to feed the "B" side of the school.

Mr. Chiaravallo stated the new twelve inch water main was installed around the outside of the high school, which was the loop going around. The four inch service line was installed up along the high school and CRSD's contractors cut the existing line and installed a 90 and connected to the existing line that runs into the high school now, per the original plan. Mr. Chiaravallo stated that when they turned on the water, they discovered there was no water to the "B" side of the school. They ended up coming back to this 90 and installing a "T" at this point (refers to the illustration).

Mr. Chiaravallo stated that this allows the water from the Authority to feed the "A" side of the high school and then go back through the line that used to come from the treatment building and provide water to the "B" side. Mr. Chiaravallo restated that the line from the well has been disconnected.

Mr. Sudia questioned if it was capped because of this reason? Mr. Chiaravallo stated it was capped when they went to make the connection. The well was disconnected and capped so it was all disconnected at that time. They went back and installed a "T" in this line (refers to the illustration) and back fed through the existing line so the water comes back in and around to the other side of the high school. Mr. Chiaravallo reiterated that it is unknown where this particular line is located and referred to the illustration where it could possibly be and that this is how the school has been fed right now.

Mr. Chiaravallo stated the School Board's engineer met with CME last week (week of 09/12/11) to go over their options and that they are considering installing a meter chamber in the new four inch line which comes up along the high school. If this is done, it will meter all of the flow to the "A" section and the "B" section through that one meter.

Mr. Chiaravallo stated that in addition to that, two water services will be installed to the two administrative buildings from there and connect to the existing service right outside of the building and then go into the two buildings. These two water services will be coming off after the meter if the meter chamber is installed in that location. Mr. Chiaravallo added that the flow to these two administrative buildings in sections "A" and "B" would all be metered in this chamber.

Mr. Sudia questioned if they have decided to go in that direction? Mr. Mullikin stated that this is what CRSD probably plans to do and stated that there is a section of pipe that does not seem to go anywhere. Mr. Chiaravallo pointed to the section of the illustration that Mr. Mullikin was referring to and stated that CRSD is trying to locate where that line is connected. Mr. Chiaravallo added that depending on where this line is located CME wants them to cut and cap it so that there is not a long dead end. Mrs. Nugent stated that a dead end would create stagnant water.

Mr. Sudia questioned if that would be a requirement for them to cut that and get rid of that dead end? Mr. Chiaravallo stated yes and that originally there was some consideration given to putting a blow off hydrant at the end there, but that it would just create another maintenance item. Mr. Chiaravallo added that even though it would be on the school side the Authority would still have concerns with it.

Mr. Chiaravallo stated CRSD has also been considering a back flow preventor and looking into the size of that to see how big this chamber would need to be. Mr. Sudia questioned if the four inch line would be big enough for the two administrative buildings also and would it effect the flow into the school? Mr. Chiaravallo answered no and that right now those two buildings are being fed through the school. Mr. Chiaravallo stated that CME was originally told that there was no water in those buildings, but they do have

water in those two buildings, so it is assumed that they are being fed back through the school. Mr. Chiaravallo stated that once CME finds out what their plans are they will be able to review the meter and the back flow preventors because they weren't sure if they were going to try and put one (refers to the illustration) because of the size of the chamber which can get expensive.

Mr. Chiaravallo stated that he looked up some meter details on those compound meters and found that some of them can be four to five feet long and then so many feet would be needed up stream and down stream of them in order to have smooth flow through. Mr. Chiaravallo added that because of this, you can't put certain things in front or behind them. Mr. Chiaravallo stated that CME will wait until CRSD submits something his office can actually comment on it.

Mr. Sudia stated that his concern with CRSD is if they will move as quickly as possible on it. Mr. Chiaravallo stated that this was stressed to them last week (week of 09/12/11) when CME met with them.

Mr. Mullikin stated that school was built in sections over a period of time and that there may be no records of everything. Mrs. Nugent stated that there being no water to section "B" of the high school was a total surprise to them and that the meter pit is going to be very costly.

Mr. Mullikin stated that he was given the impression that CRSD will move very quickly with this.

Mr. Pizzi stated that they were questioned on how long it would take and that CRSD appeared very confident that it would be done within the month. Mr. Pizzi stated that if the Authority does not hear from them within the month then the completion of this will be stressed.

Mr. Mullikin stated that the Authority's water being used by CRSD is metered. Mrs. Nugent stated that the bill is going to be estimated based on their next month's usage because they don't have their meters in yet. Mrs. Nugent stated that this happened because the meters were on order. The Authority did not have them in stock. Mrs. Nugent stated that it can definitely be estimated based on the next quarter's water usage and CRSD has agreed to that.

Mrs. Nugent stated that it has been confirmed that the middle school does have a back flow preventor.

Mr. Chiaravallo stated that when they go to install this it will probably have to be done on weekends or after hours because the water to the school will have to be shut off. Mrs. Nugent stated that the whole change order is going to be very costly for CRSD, but that it has to be done.

Mr. Thiemer questioned how long the meter pit will have to be? Mr. Chiaravallo stated that the meter he had looked at was five feet long, but he was not sure if that was the one that CRSD is using. Mr. Chiaravallo added that if ten meters are needed up stream, depending on where they put their isolation valves and the back flow preventor, it could become quite expensive. CRSD is also looking to compare how much it would cost them if they put the back flow preventors in both the "A" and "B" sections of the buildings. Mr. Chiaravallo stated that the problem with that is they came right into the building and the pipe ran up the wall which did not leave enough room to do this.

Mrs. Nugent questioned Mr. Chiaravallo if CME is comfortable with the plans presented by CRSD and if there are hesitations about it? Mr. Chiaravallo stated that there are no hesitations regarding CRSD's plans, that the only concerns are the cut and cap at the dead leg of the pipe, which the meter chamber in that location will meter at the "A" side to "B" side along with the two administrative buildings, and that they provide the back flow prevention.

Mr. Sudia questioned the amount of time needed for CRSD to complete their plans? Mr. Mullikin stated that the middle school is fine and that there is water to the concession stand. Mrs. Nugent stated that at the last meeting (09/15/11) with CRSD, the concession stand and the maintenance building were dry because the one inch connection line had not yet been installed. Mrs. Nugent added that since then, it may have been done but that the Authority may not have gotten an update on it.

Mr. Sudia questioned if the concession stand would also need a back flow preventor? Mr. Chiaravallo stated that the concession stand has a meter with the back flow preventor on there. Ms. Conoshenti stated there is a separate meter on that building. Mrs. Nugent stated that it is one of the four meters that was in question regarding the service charge. Mr. Chiaravallo stated that the Rules and Regulations called for all water meters to double check back flow preventors.

Ms. Conoshenti stated that for the record the Board members are looking at plans that were marked up by Mr. Chiaravallo, but 13 pages of the plans dated May 25, 2011 were Remington, Vernick, and Vena's.

Mr. Mullikin questioned the new installation in the street in regard to the Quick Chek project? Mr. Chiaravallo stated that CME was on site when they relocated the hydrant and that it has been moved to its new location.

Mr. Mullikin questioned if it has been moved across the street? Mr. Pizzi stated no, that the hydrant is on the same side of the street, but that it has been set back away from the street more. Mr. Chiaravallo stated that it has been set in off of Route 9 at the end of the Quick Chek property.

Motion to approve the Engineer's Report: Mr. Pizzi, second, Mr. Mullikin. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Accountant's Report:

No Report.

Attorney's Report:

Mrs. Nugent stated the Attorney's report that was presented at the last meeting verbally, but is now in this meeting's packets as the formal report.

Ms. Conoshenti stated she had a discussion with Diamond Developer's surety bonds attorney regarding a small punch list from a project that they left. Ms. Conoshenti stated that Town has a larger punch list which lends itself to some confusion because there is a different bonding company for the Town and the Authority. Ms. Conoshenti stated that the Authority's work cannot be completed until the town's work is done because the valve boxes must be installed with the paving, which is part of the town's punch list. Ms. Conoshenti stated that she has been working with the attorney for the bonding company, but the town's punch list is delayed and that bonding company has not been as cooperative with the town.

Ms. Conoshenti stated that this is just an update to let the Board know that they are there, the work has not been done, but cannot be completed yet, but that all involved are aware of what needs to be done.

Ms. Conoshenti reiterated that the Authority has a very small punch list involving the valve boxes and the curb boxes.

Motion to approve the Attorney's Report: Mr. Pizzi, second, Mr. Thiemer. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Committee Reports:

New Business:

No Report.

Old Business:

No Report.

Motion to open the public portion: Mr. Pizzi, second, Mr. Mullikin. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Motion to close the public portion: Mr. Mullikin, second, Mr. Pizzi. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Motion to open Executive Session: Mr. Pizzi, second, Mr. Thiemer. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Executive Session:

Personnel Matters Discussed.

Motion to close Executive Session: Mr. Mullikin, second, Mr. Pizzi. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Motion to re-enter public portion: Mr. Mullikin, second, Mr. Thiemer. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Motion to approve personnel matter, Employee #1, as discussed in Executive Session: Mr. Mullikin, second, Mr. Pizzi. All in favor. Roll Call. Mr. Thiemer-yes, Mr. Pizzi-yes, Mr. Mullikin-yes, Mr. Sudia-yes. Motion Carried.

Motion to approve personnel matter, Employee #2, as discussed in Executive Session: Mr. Thiemer, second, Mr. Mullikin. All in favor. Roll Call. Mr. Thiemer-yes, Mr. Pizzi-yes, Mr. Mullikin-yes, Mr. Sudia-yes. Motion Carried.

Motion to adjourn: Mr. Pizzi, second, Mr. Mullikin. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Respectfully submitted,


Sandra J Walker

The next meeting of the Berkeley Township Municipal Utilities Authority will be held on Thursday, October 13, 2011 at 7:00 pm at the Berkeley Township Municipal Utilities Authority located at 42 Station Road, Bayville, NJ 08721.