



**Berkeley Township**  
**MUNICIPAL UTILITIES AUTHORITY**

42 Station Road  
Bayville, NJ 08721  
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A Public Meeting of the Berkeley Township Municipal Utilities Authority was held on **Monday, October 27, 2014** at 7:00 pm at the Berkeley Township Municipal Utilities Authority at 42 Station Road, Bayville, NJ 08721. Presided by Chairman Pizzi-present, Mr. Hale-present, Mr. Mullikin-absent, Mr. Askew-present, Mrs. Davis-present, Mr. Buscio-present.

Also present: Mr. Budesa-Attorney, Mr. Chiaravallo-Engineer, Mr. Waldron-Accountant, and Mrs. Nugent-Executive Director.

Mr. Hale motioned to allow the BTMUA Meeting Minutes to reflect excused absences due to serious medical issues, second, Mrs. Davis. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Motion to approve the minutes from the Public Meeting on September 25, 2014: Mr. Hale, second, Mrs. Davis. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Motion to approve the minutes from the Executive Session on September 25, 2014: Mrs. Davis, second, Mr. Hale. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Motion to approve the Executive Director's Report from the meeting on September 25, 2014: Mrs. Davis, second, Mr. Buscio. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Motion to approve the Engineer's Report from the meeting on September 25, 2014: Mr. Buscio, second, Mr. Hale. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Motion to approve the Accountant's Report from the meeting on September 25, 2014: Mr. Buscio, second, Mrs. Davis. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Motion to approve the Attorney's Report from the meeting on September 25, 2014: Mr. Hale, second, Mr. Buscio. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

**Treasurer's Report:**

Mr. Askew stated he and Mr. Hale reviewed the payroll and operating expenses for (09/27/14-10/24/14) four weeks. The payroll expenses were in the amount of \$32,235.62. The operating expenses were in the amount of \$235,441.27. Mr. Askew stated the operational expenses include the second Phase V payment to P&A Construction.

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

**Executive Director's Report:**

Central Regional School District (CRSD):

Mr. Budesza stated for the record Mr. Buscio will not be participating in the discussion regarding the CRSD request.

Mrs. Nugent introduced Mr. Steve Schreiber of T&M Associates. Mr. Schreiber is representing CRSD.

Mrs. Nugent reminded the Board of the discussion regarding CRSD's water rate relief request for its newly installed synthetic turf football field and eight fixture bathroom facility. Mrs. Nugent stated a four inch service line and four inch meter are necessary to accommodate the irrigation system for the synthetic turf.

Mrs. Nugent presented to the Board CRSD's formal written request for water rate relief and summarized its five key points.

- BTMUA Water Usage rate \$3.65 per 1000 gallons – CRSD accepts the water rate – no change
- BTMUA Plan Review Fee rate of \$450.00 – CRSD accepts the fee – no change
- BTMUA Quarterly Service Charge four inch meter of \$1,495.00 – CRSD requests a decrease - rate changed to \$295.00
- BTMUA Connection Fee of \$15,400.00 – CRSD requests a decrease - rate changed to \$7,200.00
- BTMUA Inspection Fee rate of TBD (to be determined) of 5% of construction costs – CRSD requests a waiver of the inspection fee - no charge – T&M Associates to provide inspection along with BTMUA employees

Mr. Schreiber stated CRSD is proposing the water connection to supply a bathroom facility and for irrigation of the newly installed synthetic turf field. Mr. Schreiber stated an existing well onsite was originally intended to provide irrigation, but after evaluation of the well the district has concerns regarding heavy iron concentrations. The presence of iron in the water presents a risk to stain the newly installed synthetic turf, concrete work and track. Mr. Schreiber described the project and answered questions from the Board. Discussion ensued regarding CRSD's

request among the remaining Board Members. The general consensus among the Board Members is they may consider CRSD's request for the Authority to provide water for the irrigation system if the well is not functionally able to provide water or if the iron content of the well may damage the improvements. Chairman Pizzi tabled the matter to the next meeting BTMUA meeting (11/13/14). Mr. Pizzi instructed Mr. Schreiber to provide confirmation that the onsite well has high iron content and is not the preferable alternate as a water source.

Authorize Holman, Frenia & Alison to perform five year rate study at the contracted hourly rate not to exceed \$4,200.00:

Mrs. Nugent requested of the Board authorization for Holman, Frenia & Alison to perform a five year rate study at the hourly contracted rate not to exceed \$4,200.00. Mrs. Nugent stated informal authorization was granted at the prior BTMUA meeting (09/25/14).

Motion to authorize Holman, Frenia & Alison to perform a five year rate study at the hourly contracted rate not to exceed \$4,200.00: Mrs. Davis, second, Mr. Askew. All in favor. Roll Call. Mr. Hale-yes, Mr. Askew-yes, Mrs. Davis-yes, Mr. Buscio-yes, Chairman Pizzi-yes. Motion Carried.

Approve 2015 Budget:

Mrs. Nugent requested of the Board approval of the 2015 budget. Once approved, the budget will be forwarded to the State for its review and approval. The approved budget then comes back to the Authority for formal adoption at the December 2014 meeting. Mrs. Nugent referred to the one page budget worksheet included in the meeting packets. The budget will be formally prepared and sent to the State.

Mrs. Nugent reviewed the main topics of the budget with the Board:

2015 Operational Budget:

Revenues Anticipated:	\$2,020,900.00
Appropriations:	\$2,182,512.00
Unrestricted Net Position Utilized:	161,612.00

2015 Capital Budget:

Capital Appropriations:	\$1,177,000.00
Unrestricted Net Position Utilized:	\$77,000.00
NJEIT Funds:	\$1,100,000.00

Mrs. Nugent referred to the revenue section and stated excluding the surplus anticipated to balance the budget and the NJEIT funding expected to cover the planned capital projects, a 9% increase is anticipated in revenues. Mrs. Nugent stated the operational expenses increased 2%. The debt service has a 9% increase due to the 2014 NJEIT funding for Phase V. Mrs. Nugent stated the appropriation for the Township will increase by 5% because the formula includes debt

service bond principal. Mrs. Nugent stated the overall budget is representative of a 4% increase from the 2014 budget. Mrs. Nugent stated Mr. Hale and Mr. Pizzi participated in the discussion for the 2015 budget.

Mr. Pizzi presented the line items for the Capital Budget.

Motion to approve the 2015 budget for the BTMUA: Mr. Hale, second, Mr. Buscio. All in favor. Roll Call. Mr. Hale-yes, Mr. Askew-yes, Mrs. Davis-yes, Mr. Buscio-yes, Chairman Pizzi-yes. Motion Carried.

Mr. Budesca stated the adoption of the 2015 budget will be advertised to provide opportunity for public comments. Mr. Pizzi requested the Finance Committee to investigate if a rate hearing is required and if not there will be an open public discussion on the date of the budget adoption.

NJSLOM Conference:

Mrs. Nugent stated the NJSLOM is scheduled for November 18-20, 2014.

Bayville First Aid:

Mrs. Nugent stated the Bayville First Aid was considering installing a cellular tower on its property. Mrs. Nugent stated the vendor for the Bayville First Aid tower may withdraw from the project due to its proximity to the Station Road Tower.

BTMUA Public Meetings:

Mrs. Nugent stated the November and December 2014 meetings will not be held on the fourth Thursday of the month due to the holidays. The revised meetings are scheduled for November 13<sup>th</sup> and December 18<sup>th</sup>, 2014.

Wire Transaction:

Mrs. Nugent stated a \$350,000.00 wire transfer was authorized from Ocean First Revenue to the TD Bank debt service and general fund accounts.

Engineer's Report:

Phase V Water Main Improvement Project:

Mr. Chiaravallo stated the installation of the water main and water services for Phase V have been completed by P&A Construction. The remaining work includes the final paving and completion of punch list items.

Well #4 Project:

Mr. Chiaravallo stated final approval to advertise the Well #4 project is still pending as CME continues to coordinate comments and questions between the Authority and the NJDEP.

Phase VI Water Main Improvements:

Mr. Chiaravallo stated the Planning Document and Letter of Intent was electronically submitted to the NJDEP for consideration in the 2016 NJEIT funding.

Northern Boulevard Tower-Sprint Upgrades:

Mr. Chiaravallo stated CME attended a preconstruction meeting for the Sprint antennas on the Northern Blvd Tower. Mr. Chiaravallo stated Sprint will be performing upgrades next month (November 2014) depending on its material availability.

Mr. Hale questioned if there are any updates regarding Crystal Lake Rehabilitation's (CLRC) connection to the water system. Mr. Chiaravallo stated CME had provided comments to the most recent submittal. Mrs. Nugent stated this project is being overseen by Mr. Koutsouris (Authority Conflict Attorney) who will present a formal resolution at the next meeting (11/13/14). Mr. Pizzi stated Mr. Koutsouris is welcome to attend if he prefers to present the formal resolution himself at the meeting.

Mr. Pizzi requested an update regarding Mr. Eichenbaum's (Authority Bond Counsel) concerns regarding the Well #4 project financing. Mrs. Nugent stated the original plan was to interim finance construction of the test well then transition the test well into a community well. The interim financing will be paid off with a bond issuance in 2015. The project has been delayed from the 2015 program to the 2016 program. Mrs. Nugent stated Mr. Eichenbaum is weighing the benefit of paying for the test well project with one bond issuance in 2015. Then do another bond issuance in 2016 for the transition into a community well along with the building that will surround the complex. Mrs. Nugent stated Bond Counsel is concerned with rising interest rates. Mrs. Nugent suggested the Finance Committee meet to discuss the Well #4 financing and budgets.

Mr. Pizzi questioned when the Authority can go out to bid to enable construction of the new well to begin. Mr. Chiaravallo replied the DEP informed him construction of the well will begin as soon as approval is received possibly next week (week of 11/03/14) which the Authority may then advertise to go to bid. Mr. Chiaravallo added the DEP is in receipt of the appropriate documents and revised comments. Mrs. Nugent stated the DEP is aware the Authority has made application for the 2015 NJEIT program and has offered assistance for the 2016 well project. Mrs. Nugent stated application has been made for the Phase VI for the 2016 program. Mrs. Nugent stated originally, Phase V and the Well #4 project were going to be financed as one project, but the DEP will not allow it. Mr. Chiaravallo stated the DEP ranks the two projects differently.

**Accountant's Report:**

Mr. Waldron stated in his report:

**Cash Position Report for September:**

Total All Cash Fund Balance:	\$3,805,500.49
Total Restricted Balances:	\$2,261,376.92
Total Fund Available for Disbursement:	\$1,544,123.57

Mr. Waldron stated he will be scheduling a meeting to begin the rate study with Mrs. Nugent. Mr. Waldron stated the budget will be submitted to the State by Friday (10/31/14).

Mr. Pizzi questioned if the rate study may be presented at the next meeting (11/13/14). Mr. Waldron replied the rate study will more than likely be presented at the December 18, 2014 meeting.

**Attorney's Report:**

**Berkeley Township Board of Education (BTBOE) Property:**

Mr. Budesca stated Mr. Mat Thompson (BTBOE Attorney) received an email from the State requesting more information before the State can send the appropriate documents regarding the BTBOE property. The State is waiting for a letter from Mr. Thompson before it can move forward.

**Chelsea Place:**

Mr. Budesca referred to a letter received from Mr. Doyle stating a builders' agreement regarding Chelsea Place is required. It was noted in the letter that the preliminary approval for the development was received, but not yet final approval.

Mr. Budesca stated if the Board is in agreement he could start a rough draft of a possible builders' agreement which the water mains could be extended through the Phase VI financing possibly in 2016. Mr. Chiaravalle stated it will probably go to bid this time (October-November) next year and be constructed in early 2016. Mr. Budesca stated he sent a letter to Mayor Amato for a possible meeting in regard to amendments to the Rules and Regulations or an ordinance for more flexibility in these situations. Mr. Pizzi requested to give the Attorney a call first then speak with the Mayor.

**Committee Reports:**

**Old Business:**

No Report.

New Business:

No Report.

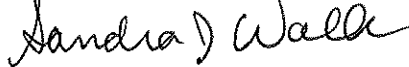
Motion to open the public portion: Mr. Askew, second, Mr. Hale. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

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

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

The meeting was adjourned at 8:07 pm.

Respectfully Submitted,



Sandra J Walker  
Office Clerk

The next meeting of the Berkeley Township Municipal Utilities Authority will be held on Thursday, November 13, 2014 at 7:00 pm at the Berkeley Township Municipal Utilities Authority located at 42 Station Road, Bayville, NJ 08721.