



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

42 Station Road  
Bayville, NJ 08721  
(732) 237-0100  
Fax (732) 237-0638

A Public Meeting of the Berkeley Township Municipal Utilities Authority was held on **Thursday, December 18, 2014** at 7:00 pm at the Berkeley Township Municipal Utilities Authority (BTMUA) at 42 Station Road, Bayville, NJ 08721. Presided by Chairman Pizzi-present, Mr. Hale-present, Mr. Mullikin-present, Mr. Askew-absent, Mrs. Davis-absent, Mr. Buscio-present.

Also present: Mr. Budesca-Attorney, Mr. Chiaravallo-Engineer, Mr. Blair-Chief of Operations, and Mrs. Nugent-Executive Director.

Motion to approve the minutes from the Public Meeting on November 13, 2014: Mr. Buscio, second, Mr. Hale. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Motion to approve the minutes from the Executive Director's Report from the meeting on November 13, 2014: Mr. Hale, second, Mr. Mullikin. 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 November 13, 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 November 13, 2014: Mr. Mullikin, second, Mr. Buscio. 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 November 13, 2014: Mr. Hale, second, Mr. Buscio. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

**Treasurer's Report:**

Mr. Hale stated he and Mr. Mullikin reviewed the payroll and operating expenses for (11/15/14-12/19/14) five weeks. The payroll expenses were in the amount of \$30,335.39. The operating expenses were in the amount of \$156,221.35.

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

**Executive Director's Report:**

Authorize Preliminary, Tentative & Final approval of the water connection for a commercial building on Helmly Street for the Henriques family subject to the comments included in the CME letter dated October 30, 2014 and the revised fee schedule dated 11/05/14:

Mrs. Nugent requested of the Board authorization for the approval of the water connection for a commercial building for the Henriques family on Helmly Street. The project has been reviewed by CME. Mrs. Nugent stated CME provided comments in a report dated October 30, 2014 with the revised fees scheduled dated November 5, 2014. Mrs. Nugent stated final approval of this project is being requested based on the report.

Motion to authorize Preliminary, Tentative & Final approval of the water connection for a commercial building on Helmly Street: Mr. Mullikin, second, Mr. Hale. All in favor. Roll Call. Mr. Hale-yes, Mr. Mullikin-yes, Mr. Buscio-yes, Mr. Pizzi-yes. Motion Carried.

Acceptance of cash performance bond for a commercial building on Helmly Street for the Henriques family \$66,353.04:

Mrs. Nugent asked the Board to accept a cash performance bond of \$66,353.04 for the Helmly Street project. This request is on based comments provided in the CME report dated October 30, 2014.

Motion to accept the cash performance bond for the Helmly Street project: Mr. Mullikin, second, Mr. Hale. All in favor. Roll Call. Mr. Hale-yes, Mr. Mullikin-yes, Mr. Buscio-yes, Mr. Pizzi-yes. Motion Carried.

Authorize Payment #3 to P&A Construction/Phase V \$75,556.11:

Mrs. Nugent requested of the Board authorization for payment #3 to P&A Construction regarding Phase V. Mrs. Nugent stated the invoice amount was \$77,098.07. The Authority deducted a 2% retainage fee of \$1,541.96 which brought down the final amount to \$75,556.11. Mrs. Nugent stated this payment was reviewed and recommended by CME Associates. Mrs. Nugent added this authorization has received verbal approval from the State, but is contingent upon its formal written approval.

Motion to authorize Payment #3 to P&A Construction contingent upon formal written approval: Mr. Mullikin, second, Mr. Hale. All in favor. Roll Call. Mr. Hale-yes, Mr. Mullikin-yes, Mr. Buscio-yes, Mr. Pizzi-yes. Motion Carried.

Authorize 2015 BTMUA meeting dates:

Mrs. Nugent requested of the Board acceptance of the 2015 BTMUA meeting dates. Mrs. Nugent stated the meetings will be held every fourth Thursday of the month with the exception of the November and December 2015 meeting dates for accommodation of the holidays.

Motion to accept the 2015 BTMUA meeting dates: Mr. Buscio, second, Mr. Hale. All in favor. Roll Call. Mr. Hale-yes, Mr. Mullikin-yes, Mr. Buscio-yes, Mr. Pizzi-yes. Motion Carried.

Adoption of 2015 BTMUA Budget:

Mrs. Nugent requested of the Board the adoption of the 2015 BTMUA Budget. The 2015 Budget was approved at a prior meeting. The State has reviewed and approved the budget. Mrs. Nugent stated the prepared resolution authorizes adoption of the BTMUA 2015 Budget.

Motion to approve the adoption of the 2015 BTMUA Budget: Mr. Hale, second, Mr. Buscio. All in favor. Roll Call. Mr. Hale-yes, Mr. Mullikin-yes, Mr. Buscio-yes, Mr. Pizzi-yes. Motion Carried.

Authorize advertisement for 2015 professional appointments using the fair and open process:

Mrs. Nugent requested of the Board authorization to proceed with the advertisement for the 2015 professional appointments using the fair and open process. Mrs. Nugent stated this resolution will provide her formal authority to proceed.

Motion to provide the Executive Director formal authority to authorize advertisement for 2015 professional appointments using the fair and open process: Mr. Mullikin, second, Mr. Hale. All in favor. Roll Call. Mr. Hale-yes, Mr. Mullikin-yes, Mr. Buscio-yes, Mr. Pizzi-yes. Motion Carried.

Authorize issuance of NJEIT notes to finance Well #4/Phase I up to one million dollars:

Mrs. Nugent requested of the Board authorization to issue project notes up to one million dollars related to the interim financing required to finance Well #4/Phase I. Mrs. Nugent stated this resolution was prepared and recommended for approval by the Authority Bond Counsel (Mr. Howard Eichenbaum). Mrs. Nugent stated the Phase I portion refers to the construction of the test well.

Motion for authorization for issuance of NJEIT notes to finance Well #4/Phase I up to one million dollars: Mr. Mullikin, second, Mr. Hale. All in favor. Roll Call. Mr. Hale-yes, Mr. Mullikin-yes, Mr. Buscio-yes, Mr. Pizzi-yes. Motion Carried.

Progress Report:

Payroll Vendor:

Mrs. Nugent stated the Authority is changing payroll providers from Paychex to ADP. The change will save approximately \$500.00 a year due to an ADP new client incentive. Mrs. Nugent stated Paychex will prepare all of the 2014 year end documents.

Township Municipal Lien Sale:

Mrs. Nugent stated the Authority received \$66,312.20 in November from the Municipal Tax Lien Sale. Mrs. Nugent stated this represents the 2013 outstanding debt from 118 accounts.

Township Appropriation:

Mrs. Nugent stated the Authority received a formal resolution from the Township requesting to appropriate \$86,254.00 from the 2015 budget. Mrs. Nugent stated this appropriation will be presented in the January 2015 meeting and is generally paid to the Township in March or April.

Mr. Pizzi thanked the Authority clerical staff for doing a great job during the 2014 year.

**Engineer's Report:**

Phase V Water Main Improvement Project:

Mr. Chiaravallo stated CME continues to monitor the remaining punch list items to complete the Phase V project.

Well #4 Project:

Mr. Chiaravallo stated the Authorization to Advertise was received from the NJDEP and is ready for publication. Mrs. Nugent confirmed this will be published in the Asbury Park Press and posted on the Authority website on Friday, December 19, 2014. Mr. Chiaravallo stated bids will be received for the Well #4/Phase I project on Tuesday, January 13, 2015.

**Accountant's Report:**

Report will be presented at the January 2015 meeting.

**Attorney's Report:**

Berkeley Township Board of Education (BTBOE) school property:

Mr. Budesca stated his office has received the approval from the State to allow the school to endow the property to the Authority. The matter now needs to be reviewed and approved at the local and county Superintendents' office. Mr. Budesca added this brings the Authority closer to acquiring this property.

**Committee Reports:**

Old Business:

No Report.

New Business:

No Report.

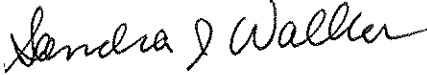
Motion to open the public portion: Mr. Mullikin, second, Mr. Hale. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

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

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

The meeting was adjourned at 7:18 pm.

Respectfully Submitted,



Sandra J Walker  
Office Clerk

The next meeting of the Berkeley Township Municipal Utilities Authority will be held on Thursday, January 22, 2015 at 7:00 pm at the Berkeley Township Municipal Utilities Authority located at 42 Station Road, Bayville, NJ 08721.