



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, **March 24, 2016** at 7:00 pm at the Berkeley Township Municipal Utilities Authority at 42 Station Road, Bayville, NJ 08721. Presided by Chairman Hale-present, Mrs. Davis-present, Mr. Mullikin-present, Mr. Cammarato-absent, Mr. Askew-absent.

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

Motion to approve the minutes from the Public Meeting on February 25, 2016: Mr. Mullikin, 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 February 25, 2016: Mrs. Davis, second, Mr. Mullikin. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Motion to approve the Executive Director's Report from the Public Meeting on February 25, 2016: Mrs. Davis, 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 Public Meeting on February 25, 2016: Mr. Mullikin, second, Mrs. Davis. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Motion to approve the Accountant's Report from the Public Meeting on February 25, 2016: Mrs. Davis, second, Mr. Mullikin. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Motion to approve the Attorney's Report from the Public Meeting on February 25, 2016: Mr. Mullikin, second, Mrs. Davis. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Treasurer's Report:

Mr. Mullikin stated Mr. Cammarato and Mr. Mullikin reviewed the payroll and operating expenses for (02/27/16-03/25/16) four weeks. The payroll expenses were in the amount of \$32,067.72. The operating expenses were in the amount of \$169,893.37. The operating expenses include the release of the Crystal Lake Rehabilitation Center (CLRC) cash Performance Bond which will be separately authorized in a resolution tonight.

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

Executive Director's Report:

Authorize payment of \$86,019.00 to Berkeley Township:

Mrs. Nugent requested of the Board authorization to remit \$86,019.00 to the Township of Berkeley. Mrs. Nugent stated the Township formally requested pursuant to the New Jersey Local Budget Law and the Local Authorities Fiscal Control Act to appropriate five percent (5%) of the Authority's operational

expenses of \$86,019.00. Mrs. Nugent added this is a budgeted line item and is calculated according to State requirements.

Motion to authorize payment of \$86,019.00 to Berkeley Township: Mrs. Davis, second, Mr. Mullikin. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Authorize Crystal Lake Rehabilitation Center (CLRC) performance bond release and acceptance of maintenance bond:

Mrs. Nugent requested of the Board authorization for the release of the performance guarantee for CLRC. The original cash performance guarantee posted was \$69,143.76. The Authority will release these funds less the 15% cash maintenance bond of \$10,371.56 and any outstanding professional and inspection fees. Mrs. Nugent stated the Engineer reviewed the project and recommends the release of the performance bond. Mrs. Nugent added CLRC is on public water for its potable and fire protection needs. This resolution was prepared by the Authority's Conflict Attorney.

Motion to authorize the CLRC performance bond and acceptance of maintenance bond: Mrs. Davis, second, Mr. Mullikin. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Progress Report:

- Chemical room flow pumps –two operational employees replaced two pumps – the in-house labor resulted in a savings of approximately \$3,000.00 for the Authority
- New Jersey Environmental Infrastructure Trust (NJEIT) refunded 2007 bonds - resulting in an annual savings of \$16,000.00 (or \$197,045.92 overall in payments of 12 years) for the BTMUA 2007 loans
- Stafford Township Co-op – request authorization to pursue membership in the co-op - calculated annual savings from one commodity offered (sodium hypochlorite) will be \$6,000.00
- Financial Disclosure - the Financial Disclosure Forms are due April 30, 2016 – reminder to be attentive to the date due to possible penalties and disciplinary action
- New Jersey Utility Authority Joint Insurance Fund (NJUAJIF) MEL Training Seminars - the NJUAJIF offers a \$250.00 credit off the liability premium for each Authority Commissioner who completes the on-line courses offered by May 1, 2016
- New Utility Box Truck F550 – permission to prepare bid and/or state contract for this purchase – this is in the 2016 budget (\$80,000.00) the current vehicle is 13 years old
- AT&T Northern Blvd Cellular Tenant – AT&T submitted plans to install a generator for its Northern Blvd site – AT&T is requesting an additional 40 feet of ground space which will consist of a cement pad – the current lease allows 200 square feet which AT&T fully uses – the Authority will grant AT&T the additional 40 feet of ground space at no charge as a courtesy
- Certificates of Deposit – CD's were purchased for the Authority accounts

Mrs. Nugent stated there will be Executive Session tonight.

Mrs. Nugent stated the topic of lead in public water has made national news recently. Mrs. Nugent stated the Authority is a newer water system that has cement ductile iron pipes and copper fittings. There are no lead components within the Authority's infrastructure. Additionally, the Authority does formal lead testing every three years at over 30 sites throughout the franchise area and there has never been a reportable result for lead in the system.

Mrs. Nugent stated the Potter's Crusaders (a 6th grade science club) from the Berkeley Township Elementary School (BTES) came for a tour of the Authority's treatment plant on March 15, 2016. The students were articulate and an inquisitive group of young people.

Engineer's Report:

Well #4 Project:

Phase II – Production Well:

Mr. Chiaravallo stated CME received an Administratively Complete notice from the NJDEP on the Well #4 Water Allocation Permit. Mr. Chiaravallo stated right now it is in technical review.

Phase VI Water Main Improvement Project:

Mr. Chiaravallo stated final plans were submitted to the DEP and the Authorization to Advertise has been issued. This project includes 11,500 feet of linear piping of which 2,000 feet is located on Grand Central Pkwy.

Accountant's Report:

Mr. Waldron stated in his report:

Cash Position Report for February:

Total All Cash Fund Balance:	\$4,375,682.09
Total Restricted Balances:	\$2,565,272.96
Total Fund Available for Disbursement:	\$1,810,409.13

Mr. Waldron stated the 2015 audit is complete. Mr. Waldron stated he spoke with Mrs. Davis on several occasions regarding the Governmental Accounting Standards Board (GASB) 68 Pension information. Mr. Waldron stated there are no updates from the State as those numbers are still coming out. Mr. Waldron added more information will be available in April 2016.

Attorney's Report:

Berkeley Township Board of Education (BTBOE) Property:

Mr. Budesha stated Mr. Tom Lakavitch of the NJ Department of Education received a package from Mrs. Gingerelli on March 1, 2016 containing information from the Ocean County Superintendent regarding the Berkeley Township Board of Education (BTBOE) property adjacent to the Authority. Mr. Budesha stated it is hoped there will be a positive answer in the near future.

River Bay Landings:

Mr. Budesha stated CME has reviewed the easements for the River Bay Landings project.

Committee Reports:

Old Business:

No Report.

New Business:

Mrs. Nugent stated all public entities in Berkeley Township are meeting on April 4, 2016. The new Township Administrator will be advised on current and future projects.

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

For the record there are no members of the public in attendance.

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

Executive Session:

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

Salary Guidelines

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

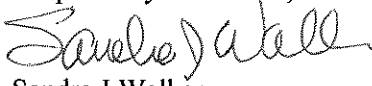
Motion to re-open public portion: Mrs. Davis, second, Mr. Mullikin. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Motion to approve the salary guidelines: Mrs. Davis, second, Mr. Mullikin. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

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

The meeting adjourned at 8:12 pm.

Respectfully Submitted,



Sandra J Walker
Office Clerk

The next meeting of the Berkeley Township Municipal Utilities Authority will be held on Thursday, April 28, 2016 at 7:00 pm at the Berkeley Township Municipal Utilities Authority located at 42 Station Road, Bayville, NJ 08721.