



## Berkeley Township MUNICIPAL UTILITIES AUTHORITY

42 Station Road  
Bayville, NJ 08721  
(732) 237-0100  
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A Public Meeting of the Berkeley Township Municipal Utilities Authority was held on Thursday, **April 28, 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-absent, Mr. Cammarato-present, Mr. Askew-present.

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

Motion to approve the minutes from the Public Meeting on March 24, 2016: Mrs. Davis, second, Mr. Cammarato. The motion was approved by voice vote. There were no "nay" votes. Motion Carried. Mr. Askew abstained.

Motion to approve the minutes from the Executive Session on March 24, 2016: Mrs. Davis, second, Mr. Cammarato. The motion was approved by voice vote. There were no "nay" votes. Motion Carried. Mr. Askew abstained.

Motion to approve the Executive Director's Report from the Public Meeting on March 24, 2016: Mrs. Davis, second, Mr. Cammarato. The motion was approved by voice vote. There were no "nay" votes. Motion Carried. Mr. Askew abstained.

Motion to approve the Engineer's Report from the Public Meeting on March 24, 2016: Mrs. Davis, second, Mr. Cammarato. The motion was approved by voice vote. There were no "nay" votes. Motion Carried. Mr. Askew abstained.

Motion to approve the Accountant's Report from the Public Meeting on March 24, 2016: Mrs. Davis, second, Mr. Cammarato. The motion was approved by voice vote. There were no "nay" votes. Motion Carried. Mr. Askew abstained.

Motion to approve the Attorney's Report from the Public Meeting on March 24, 2016: Mrs. Davis, second, Mr. Cammarato. The motion was approved by voice vote. There were no "nay" votes. Motion Carried. Mr. Askew abstained.

### **Treasurer's Report:**

Mr. Cammarato stated Mr. Mullikin and Mr. Cammarato reviewed the payroll and operating expenses for (03/26/16-04/29/16) five weeks. The payroll expenses were in the amount of \$54,216.55. The operating expenses were in the amount of \$135,791.59. The operating expenses include the Township appropriation of \$86,019.00 which was authorized in a previous resolution.

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

## **Executive Director's Report:**

### **Rollover of 2015 New Jersey Environmental Infrastructure Trust (NJEIT) Well #4/Phase I:**

Mrs. Nugent stated the first resolution prepared by the Authority Bond Counsel authorizes the rollover of a note originally issued in June 2015 for the Well #4/Test Well project. That project is complete. Bond Counsel recommends the issuance of a 2016 note for \$700,000.00 to pay off the 2015 note. When the Well #4/Phase II and water main projects (which are referenced in the next resolution) are complete, all of the three separate notes will be paid off with the issuance of one 2017 bond through the NJEIT.

### **Authorize 2016 NJEIT Notes for Well #4/Phase II and Phase VI water mains:**

Mrs. Nugent stated the second resolution prepared by the Authority Bond Counsel authorizes the issuance of a two (2) separate one year notes not to exceed \$4,500,000.00. These notes will finance the Well #4/Production Well project to \$1,250,000.00 and the Phase VI water main project up to \$3,250,000.00. This resolution authorizes the Chairman, Vice-Chairwoman or Executive Director to issue those notes at a not to exceed interest of 4% and appoints TD Bank as the trustee and paying agent of the note and provides representations and promises of the Authority towards the debt.

Both resolutions have sample notes, sample disbursement schedules and examples of public notice. Bond Counsel will replace the samples with the actual schedules at issuance.

The Authority will take care of the public notice requirement with a legal ad publication.

Motion to authorize rollover of the 2015 NJEIT Notes (Well #4/Phase I): Mr. Askew, second, Mr. Cammarato. All in favor. Roll Call. Mrs. Davis-yes, Mr. Cammarato-yes, Mr. Askew-yes, Mr. Hale-yes. Motion Carried.

Motion to authorize 2016 NJEIT Notes for Well #4/Phase II and Phase VI water mains: Mrs. Davis, second, Mr. Askew. All in favor. Roll Call. Mrs. Davis-yes, Mr. Cammarato-yes, Mr. Askew-yes, Mr. Hale-yes. Motion Carried.

### **Authorize membership with the Stafford Township Commodities Co-Op \$500.00:**

Mrs. Nugent requested of the Board authorization to join the Stafford Township Commodities Co-Op. Mrs. Nugent stated this resolution was prepared by the Commodities Co-Op and reviewed and recommended for authorization by Mr. Budesza. This resolution will allow the Authority to enter into the Co-OP purchasing agreement with Stafford Township and authorize payment for the \$500.00 membership fee. Mrs. Nugent added one of the commodities offered is sodium hypochlorite at a significant decrease in unit price from the \$3.03 to the Co-Op price of \$1.44 per gallon which results in an annual savings of approximately \$6,000.00.

Motion to authorize membership with the Stafford Township Commodities Co-Op \$500.00: Mrs. Davis, second, Mr. Cammarato. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Authorize the execution of contract to purchase the Board of Education (BOE) property for \$1.00:

Mrs. Nugent requested of the Board authorization for execution of the contract to purchase the BOE property for \$1.00. Mrs. Nugent stated the resolution authorizes execution of the contract between the two parties and authorization to bring the subdivision request before the Planning Board. CME will make application to the Berkeley Township Planning Board for the subdivision. Once the Authority receives an approval from the Planning Board, the documents will be recorded and the BOE will convey the deed. The Conflict Attorney, Mr. Koutsouris, estimates the Authority will acquire ownership of this property by the summer, 2016.

Motion to authorize the execution of contract to purchase the BOE property for \$1.00: Mrs. Davis, second, Mr. Askew. The motion was approved by voice vote. There were no “nay” votes. Motion Carried. Mr. Cammarato recused himself from the vote due to his position as President of the Board of Education for Berkeley Township.

Progress Report:

- Phase VI – authorization for advertisement was received for the Phase VI water main improvement project – the bid opening is scheduled for May 10, 2016 at 10:00 am
- Cellular Antenna Tenants – the removal of the Metro Station Road equipment is nearly complete
- Eagles Nest – Elizabeth Avenue - the Eagles Nest (Ocean Inc-six single family homes) developer requested a waiver of the requirement to post 15% of the maintenance bond – the Authority’s Professionals discussed the matter and do not recommend approval of this request – the Board concurred and instructed Mrs. Nugent to notify the developer of its decision to not grant the waiver
- BTMUA Website – the BTMUA website was analyzed by the NJ Forum for Open Communication for online transparency – the website received an 11 out of an 11 for proper posting of information as required by the law - this is very good news for the Authority as this high rating is not very common
- Wire Transfer – Authorization was given for \$100,000.00 wire out of Ocean First Bank to TD Bank

**Engineer’s Report:**

Well #4 Project:

Phase II – Production Well:

Mr. Chiaravallo stated the Water Allocation Permit for Well #4 is under technical review at the NJDEP.

Phase VI Water Main Improvement Project:

Mr. Chiaravallo stated Authorization to Advertise was received for the Phase VI Water Main Improvement Project from the NJDEP. Mr. Chiaravallo stated the bids for the Phase VI project are scheduled to open on May 10, 2016.

Accountant's Report:

The report will be presented by the Accountant at the May 2016 meeting.

Mrs. Davis notified the Board that Mr. Hale, Mrs. Nugent and herself met with Mr. Waldron (Authority Auditor) on Tuesday, April 26, 2016 to review the draft copy of the Audit. There will be a presentation of the formal Audit at the May 26, 2016 meeting for the Board's approval.

Attorney's Report:

No Formal Report.

Committee Reports:

Old Business:

No Report.

New Business:

No Report.

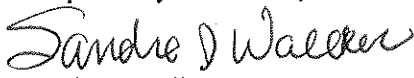
Motion to open the public portion: Mrs. Davis, second, Mr. Askew. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

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

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

The meeting adjourned at 7:23 pm.

Respectfully Submitted,

  
Sandra J Walker  
Office Clerk

The next meeting of the Berkeley Township Municipal Utilities Authority will be held on Thursday, May 26, 2016 at 7:00 pm at the Berkeley Township Municipal Utilities Authority located at 42 Station Road, Bayville, NJ 08721.