



## **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, **December 15, 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, and Mrs. Nugent-Executive Director.

After the salute to the flag, Mrs. LeFaucher read the Open Public Meeting Statement.

Mr. Hale stated let it be known for public record Mayor Amato is present for the meeting.

Motion to approve the Public and Executive session meeting minutes and the following reports from the meeting on October 27, 2016: Mr. Mullikin, second, Mrs. Davis. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

- Executive Director's Report
- Engineer's Report
- Accountant's Report
- Attorney's Report
- Executive Session

Mrs. Nugent stated the November 10, 2016 Public Meeting was canceled.

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

Mr. Mullikin stated for the seven week period from 10/29/16 – 12/16/16 the payroll expenses totaled \$55,467.55 and the operational expenses totaled \$311,536.63. Included in the operational expenses are two checks totaling \$13,512.36 regarding the exterior lighting on the building and one check for \$176,985.47 to P&A Construction for Phase VI. The three checks are separately authorized by resolution. Mr. Mullikin and Mr. Hale reviewed the seven weeks.

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

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

#### **Authorize 2017 BTMUA Public Meeting Dates:**

Mrs. Nugent requested of the Board authorization for the 2017 BTMUA Public Meeting dates. Mrs. Nugent stated the dates reflect the fourth Thursday of each month with the exception of November due to adjustment for the holiday. Mrs. Nugent stated this will be published in the newspaper as required.

Motion to approve the 2017 BTMUA Public Meeting Dates: Mrs. Davis, second, Mr. Mullikin. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

#### **Adopt 2017 BTMUA Budget:**

Mrs. Nugent requested of the Board the adoption of the approved 2017 BTMUA Budget. The State reviewed and approved the 2017 Budget and sent notification it may be adopted at this meeting. Mrs. Nugent added there were no changes to the budget that was approved at the October 2016 meeting.

Motion to adopt the 2017 BTMUA Budget: Mrs. Davis, second, Mr. Mullikin. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

#### **Transfers of 2016 BTMUA Budget line items:**

Mrs. Nugent requested of the Board approval for transfers of several line items in the 2016 Budget. The recommendations are to move \$4,000.00 from the Commissioner Salaries line item to the Operational Salaries line item. Mrs. Nugent stated \$5,000.00 will be moved from the Capital Equipment line item to the Capital Meters line item. \$4,000.00 will be moved from Debt Service Interest to Debt Service Principal line item.

Motion to approve the transfers of 2016 BTMUA Budget line items: Mrs. Davis, second, Mr. Mullikin. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

#### **P&A Payment Application #3/Phase VI net \$176,985.47:**

Mrs. Nugent requested of the Board payment to P&A Construction for the Phase VI water main installation. The amount of the request is a net check for \$176,985.47. The engineer reviewed the project to date and recommends approval.

Motion to authorize P&A Payment Application #3/Phase VI for \$176,985.47: Mr. Mullikin, second, Mrs. Davis. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

#### **Progress Report:**

- Phase VI - the Phase VI residents received their 90 day notices to connect dated November 1, 2016
- Exterior Lighting – All emergency lights and back parking lot lights are fully installed and functioning.
- Board of Education (BOE) Property – The deed was recorded.
- Hydrant Flushing – Hydrant flushing was completed and went well with no complaints.
- Berkeley Island Park – Notification was received that the refurbishment project for the park is scheduled to move forward – there will be a spray ground, public bathrooms, watering stations,

fountains throughout the park and fire hydrants – the water main will be extended for connection to the public water system and will include an additional five customers starting from Grant St.

- Berkeley Township Tax Lien Sale – the tax lien sale was held December 7, 2016- 2015 balances totaling \$61,903.77 went into the sale
- New Utility Box Truck F450 – is anticipated to be delivered by the end of the year (2016) which will keep it in this year's budget

Mrs. Nugent stated there will be Executive Session following tonight's meeting.

#### **Engineer's Report:**

##### **Phase VI Water Main Improvement Project:**

Mr. Chiaravalle stated the Phase VI project is essentially completed. There are a few remaining punch list items. The project is anticipated to come in under budget.

##### **Well #4 Project:**

##### **Phase II – Production Well**

Mr. Chiaravalle stated CME is preparing the final design for the Phase II Production Well. CME will provide bid dates and authorization from the DEP.

#### **Accountant's Report:**

Mr. Hale stated the Accountant's report will be presented at the next meeting (January 2017).

#### **Attorney's Report:**

No formal report.

#### **Committee Reports:**

##### **Old Business:**

Mr. Mullikin questioned if tenants have moved in to the River Bay Garden Apartments. Mrs. Nugent replied yes two of the buildings are connected and on the water system. Mrs. Nugent stated billing is set and renters will be billed directly. Mrs. Nugent added the Roman Brothers are the actual owners and will receive copies of the bill. The complex comprises of ten buildings which encompasses a total of 80 units. Mr. Hale stated there is a real demand for these apartments and actually has a wait list to get in.

##### **New Business:**

No Report.

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.

Mayor Amato questioned if the \$61,903.77 generated from the tax lien sale is anticipated revenue in the budget or if it falls under surplus revenue. Mrs. Davis replied the Authority books its revenue based on billing and therefore it was already anticipated in the 2015 budget as a receivable.

Mayor Amato questioned if the old utility box truck will be donated to the Bayville Fire Company. Mr. Mullikin replied yes as long as they use it as a fire truck. Mr. Budesha stated the stipulation is that it may be donated as long as the fire company deems it suitable to be modified. Mayor Amato stated they want to repurpose it into a brush truck.

Mayor Amato stated Berkeley Island Park had its ground breaking on Tuesday (12/13/16) which will have a splash park. Mayor Amato requested the Commissioners to work out the connection fee within the regulations. Mr. Hale stated there is a question regarding the size of the meter needed. Mrs. Nugent stated the connection fee is based on the water demand required and when all information is received the Board will be notified of the calculations. Mayor Amato suggested the Authority adopt a rate schedule for governmental entities and deferred to Mr. Budesha for guidance.

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

**Executive Session:**

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

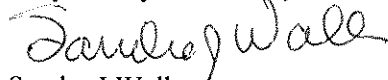
Employee #1 (Medical Leave Status)

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

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

The meeting adjourned at 7:25 pm.

Respectfully Submitted,



Sandra J Walker  
Office Clerk

The next meeting of the Berkeley Township Municipal Utilities Authority will be held on Thursday, January 26, 2017 at 7:00 pm at the Berkeley Township Municipal Utilities Authority located at 42 Station Road, Bayville, NJ 08721.