



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 27, 2017** at 7:00 pm at the Berkeley Township Municipal Utilities Authority at 42 Station Road, Bayville, NJ 08721. Chairwoman Davis-absent, Presided by Mr. Mullikin-present, Mr. Cammarato-present, Mr. Hale-present, Mr. Askew-present, Mr. Elliott-present.

Mr. Mullikin stated Mr. Elliott will be seated as a voting member for tonight's meeting.

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

After the salute to the flag, Ms. Del Conte, Recording Secretary, read the Open Public Meeting Statement.

Motion to approve the Public Meeting minutes and the following reports from the meeting on March 23, 2017: Mr. Elliott, second, Mr. Cammarato. 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

Treasurer's Report:

Mr. Hale stated for the five week period from 03/25/17 – 04/28/17 the payroll expenses totaled \$60,535.13 and the operational expenses totaled \$99,059.11. Mr. Hale and Mr. Cammarato reviewed the five weeks.

Motion to approve the Treasurer's Report: Mr. Elliott, second, Mr. Cammarato. All in favor. Roll Call. Mr. Mullikin-yes, Mr. Hale-yes, Mr. Elliott-yes, Mrs. Davis-yes. Motion Carried.

Executive Director's Report:

Adopt Asset Management Plan Phase I:

Mrs. Nugent requested of the Board authorization to adopt the Asset Management Plan (AMP) Phase I. The AMP is a compilation of information specific to this Authority regarding asset inventory, finish water maintenance plan, water conservation and emergency plans. This is a requirement of the New Jersey Environmental Infrastructure Trust (NJEIT) finance program. This document is inclusive of all the key elements identified by the US EPA's Management Framework. CME has reviewed the AMP Phase I in

summary and found it satisfies these requirements. Mrs. Nugent stated it answers core questions such as the status and current state of the Authority's utility assets, the value of those assets, how it plans to depreciate those assets. Mr. Chiaravalle agreed it is a part of the NJEIT funding which the Authority goes to for the majority of its project funding and is one of the requirements is to implement the AMP.

Motion to approve the adoption of the Assets Management Plan Phase I: Mr. Askew, second, Mr. Cammarato. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Final Approval Ocean County/Berkeley Island Park:

Mrs. Nugent requested of the Board tentative and final approval to the Ocean County/Berkeley Island Park project. CME has reviewed the project and recommends approval. This resolution was prepared by the Authority Attorney. Mrs. Nugent stated the water main will be extended 2,700 feet along Brennan Concourse and will pick up two commercial properties and three residential properties. Inside the park, water will be provided for bathrooms facilities, water fountains and the spray park which will be using non-recycled water.

Motion for final approval Ocean County/Berkeley Island Park: Mr. Hale, second, Mr. Cammarato. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Final Approval Hickory Farms Phase III:

Mrs. Nugent requested of the Board final approval for Hickory Farms Phase III. The applicant's engineer provided all the required information to CME. Mrs. Nugent stated if the Board allows final approval for Hickory Farms it will be contingent upon submission of the Engineer's report. Mr. Budesza stated the resolution will incorporate CME's report. The applicant must abide by the BTMUA Rules & Requirements detailed in the Engineer's report. A discussion ensued among the Board Members regarding a summary of the project's activities to date. The Board requested the resolution contain very specific language in respect to the Engineer's report and requirements.

Motion for approval of Hickory Farms Phase III contingent upon the specific language and inclusion of the Authority requirements set forth in the Authority Engineer's report: Mr. Hale, second, Mr. Elliott. All in favor. Roll Call. Mr. Cammarato-voted no-contingent upon CME's finalized report and reviewing the actual resolution, Mr. Hale-yes, Mr. Askew-yes, Mr. Elliott-yes, Mr. Mullikin-yes. Motion Carried.

Final Approval Dollar General:

Mrs. Nugent requested of the Board final approval for the Dollar General Store. CME received all the documentation for this project and recommends approval. The resolution will be contingent upon the submission of CME's report.

Motion for approval of Dollar General Store contingent upon CME's report and recommendation: Mr. Elliott, second, Mr. Hale. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Progress Report:

- Well #1 - Mr. Elliott, Mr. Mullikin, Mrs. Nugent & CME attended a meeting regarding replacement of electric service lines –in progress

- State Health Benefit Plan (SHBP) – Conner Strong & Buckelew (CSB-Authority Insurance Broker) has reported the SHBP has diminished surplus and weakened overall financial standing. Based on this analysis it is anticipated there will be sizeable premium increases for the upcoming year. CSB recommended the Authority request a claims experience from the State in July (fiscal year end) to investigate other opportunities for health benefits. Mrs. Nugent stated going with a health JIF may be a possibility. Mr. Elliott questioned if the Authority could merge with the Township, the Sewerage Authority and possibly the local schools to be part of a large group to drive the prices down. Mrs. Nugent replied this can be further explored. Mr. Budesca stated the State Health Benefit Plan appears to be in financial difficulty, and therefore other groups may also leave.
- Hydrant Flushing – is progressing with no complaints
- Safety Upgrade – per Mr. Elliott’s recommendation amber light bars and back racks were fully installed on the Ford F250 and F250 utility truck
- Potters Creek Crusaders – 18 students from the Potters Creek Crusaders came for their annual visit (04/25/17) and toured the Authority’s treatment plant. Mrs. Nugent stated the students were an inquisitive group of young people.
- New Utility Box Truck 450 – is ready and was delivered to the dealership. The 2003 Ford truck will be donated to the Bayville Fire Department.

Mrs. Nugent stated the Authority building is lit up in blue in observance of Autism Awareness Month (April).

Mr. Elliott suggested the Authority should investigate the possibility of receiving a discount on its insurance policy due to the safety upgrade on the trucks. Mr. Elliot stated discounts are normally given when safety upgrades are performed.

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

Engineer’s Report:

Well #4 Project:

Phase II – Production Well:

Mr. Chiaravallo stated CME attended a meeting with the NJDEP for the Well #4 Phase II project. CME provided the documents to the DEP for review and requested the Authorization to Advertise for the project. Mr. Chiaravallo stated it is still under review and the DEP had no comments. Mr. Chiaravallo added it is anticipated the Authorization to Advertise for the Well #4 project will be next week (05/01/17). Mr. Hale questioned if the project will be completed by the end of the year (2017). Mr. Chiaravallo stated it will take one month for advertising, it will take another month to award the project and with all the submittals it could possibly be completed by the end of the year.

Accountant’s Report:

Will be presented at the Public Meeting of May 25, 2017.

Attorney’s Report:

Will be presented in Executive Session.

Committee Reports:

Old Business:

No Report.

New Business:

No Report.

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

Motion to close public portion: Mr. Elliott, second, Mr. Askew. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Executive Session:

Motion to open: Mr. Hale, second, Mr. Elliott. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Topic Discussed:

Chelsea Place

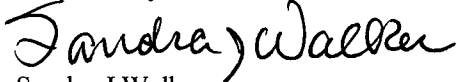
Motion to close: Mr. Askew, second, Mr. Cammarato. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Motion to re-open public portion: Mr. Hale, second, Mr. Cammarato. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

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

The meeting adjourned at 9:00 pm.

Respectfully Submitted,



Sandra J Walker
Office Clerk

The next meeting of the Berkeley Township Municipal Utilities Authority will be held on Thursday, May 25, 2017 at 7:00 pm at the Berkeley Township Municipal Utilities Authority located at 42 Station Road, Bayville, NJ 08721.