



Berkeley Township MUNICIPAL UTILITIES AUTHORITY

42 Station Road
Bayville, NJ 08721
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A Public Meeting of the Berkeley Township Municipal Utilities Authority was held on Thursday, **January 23, 2020** at 7:00 pm at the Berkeley Township Municipal Utilities Authority at 42 Station Road, Bayville, NJ 08721. Presided by Chairman Michael Hale-present, Edward Cammarato-present, Samuel Cammarato-present via-telecommunications, Jerome Bollettieri-present, Richard Elliott-present, Lawrence Borio-absent, William McGrath-present.

Also present: Robert Budesca-Attorney, Keith Chiaravallo-Engineer, Brian Waldron-Accountant, Brian Blair-Chief of Operations and Michele Nugent-Executive Director.

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

Mr. Hale stated Mr. Samuel Cammarato is present via-telecommunication and welcomed the new Alternate Commissioner, William McGrath.

Motion to approve the Public Meeting Minutes and the following reports from the meeting on December 19, 2019: Richard Elliott, second, Jerome Bollettieri. 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. Samuel Cammarato stated for the five week period (12/21/19-01/24/20) the payroll expenses totaled \$43,803.52 and the operational expenses totaled \$106,117.45. Edward Cammarato and Samuel Cammarato reviewed the first three weeks. Edward Cammarato and Jerome Bollettieri reviewed the last two weeks.

Motion to approve the Treasurer's Report: Jerome Bollettieri second, Samuel Cammarato. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Executive Director's Report:

Recognize Commissioner Appointments:

Mrs. Nugent stated the following appointments were confirmed by the Township Council: Member# 2 Samuel J. Cammarato 5 year term expiring 01/31/2025, Member# 5 Richard W. Elliott unexpired term expiring 01/31/2022, Alt. Member# 1 Lawrence J. Borio unexpired term expiring 01/31/2022 and Alt. Member# 2 William McGrath unexpired term expiring 01/31/2023.

Authorize the issuance of up to \$2,000,000.00 New Jersey Infrastructure Bank (NJIB) bonds to pay for the short term notes associated with the BTMUA Well #4 Phase II project:

Mrs. Nugent stated the Well# 4/Phase II project will be completed by February 2020. This resolution prepared by Gluck Walrath (Authority Bond Council) will allow the Authority to participate in the NJIB spring bond issuance. Mrs. Nugent summarized the resolution stating it confirms the authorization to issue up to \$2,000,000.00 in bonds to pay the short term notes associated with the Well# 4/Phase II project. Furthermore, it states the legal standing for the Authority to issue debt, it reflects the current status of the service agreement between Berkeley Township and the BTMUA, and confirms the Authority's intention and ability to repay the debt associated with this bond issuance. This resolution provides authorization for all the documents required to be executed by the Chairman, Vice-Chairman or Executive Director. Mrs. Nugent stated a certified copy of the resolution will be provided to Berkeley Township and published in the local newspaper. Mrs. Nugent added the NJIB may offer possible principle forgiveness. A discussion ensued among the Board Members.

Motion to authorize the issuance of up to \$2,000,000 NJIB bonds to pay for the short term notes associated with the BTMUA Well# 4/Phase II project: Jerome Bollettieri, second, Richard Elliott. All in favor. Roll Call. Edward Cammarato-yes, Samuel Cammarato-yes, Jerome Bollettieri-yes, Richard Elliott-yes, Michael Hale-yes. Motion Carried.

Mrs. Nugent referred to the Progress Report and presented the highlights:

- Chelsea Place – The Board concurred an ad hoc committee should be formed to reevaluate the requirements of the Chelsea Place project. An appropriate developers' agreement will be drafted. Guidance was provided to schedule a special meeting to form an ad hoc committee which will meet at the Authority office, be advertised in the local newspaper and may adjourn to an offsite inspection.
- Re-Organization Meeting – The Re-Organization Meeting is scheduled for Thursday, February 27, 2020.
- Health & Dental – Health and dental insurance premiums decreased 3.5% and 1.8% respectively for 2020.
- Personnel Manual Update – The Personnel Committee has met to review the Employee Manual. The recommendations will be formalized and presented to the Board at a later date.
- Brennan Concourse – The Berkeley Township Sewerage Authority (BTSA) hired a contractor to perform a sewer repair on Brennan Concourse. In the process of the construction the contractor was required to move the BTMUA water main which shut off water service to at least 30 residents in the surrounding area for over 30 hours. Mrs. Nugent stated prior to this there was a similar incident in December 2019 and water was shut off for five hours. Any associated costs incurred will be billed to the contractor.
- Safety Breakfast Meeting – The Clarion Hotel on February 26, 2020 at 8:30 am.

Mrs. Nugent stated there is Executive Session tonight.

Engineer's Report:

Well #4 Project:

Phase II – Production Well

Mr. Chiaravallo stated the remaining work for Well# 4 will be finished up next week (week of 01/27/20). The project will close out before the February 27, 2020 meeting.

Phase VII Water System Improvements:

Mr. Chiaravallo stated the field survey required for the water main design is on-going. Mr. Chiaravallo stated he, Mr. Blair and Mr. Bollettieri toured Area Four.

Accountant's Report:

Mr. Waldron presented the December 2019 Cash Position Report:

Cash Position Report for November:

Total All Cash Fund Balance:	\$5,799,523.14
Total Restricted Balances:	\$2,442,386.67
Total Fund Available for Disbursement:	\$3,357,136.47

Attorney's Report:

Rinderer Request:

Mr. Budesca stated he drafted a preliminary agreement with Mr. Rinderer regarding connection to the Aqua Water Company system.

132 Station Road:

Mr. Budesca stated New Jersey Natural Gas (NJNG) provided a \$750.00 contribution toward 132 Station Road. A letter to the homeowner will be drafted stating because of the efforts of the Authority and Mayor Amato, NJNG will contribute \$750.00 and the Authority will contribute a \$750.00 credit toward his future water bills.

Committee Report:

Old Business:

No Report.

New Business:

Mr. Hale stated he and Mr. Samuel Cammarato as the Personnel Committee reviewed possible changes that will address certain topics in the Employee Manual.

Motion to open the public portion: Jerome Bollettieri, second, Samuel Cammarato. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Chairman Hale stated there are no members of the general public in attendance.

Motion to close public portion: Richard Elliott, second, Jerome Bollettieri. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Executive Session:

Motion to open: Jerome Bollettieri, second, Samuel Cammarato. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Topics Discussed:

Employee Annual Reviews

Motion to close: Jerome Bollettieri, second, Richard Elliott. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Motion to re-open public portion: Richard Elliott, second, Jerome Bollettieri. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Motion to approve 3% raise to six hourly employees: Richard Elliott, second, Jerome Bollettieri. All in favor. Roll Call. Edward Cammarato-yes, Samuel Cammarato-yes, Jerome Bollettieri-yes, Richard Elliott-yes, Michael Hale-yes. Motion Carried.

Motion to adjourn: Jerome Bollettieri, second, Richard Elliott. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

The meeting adjourned at 9:15 pm.

Respectfully Submitted,



Sandra J Walker
Office Clerk

The next meeting of the Berkeley Township Municipal Utilities Authority will be held on Thursday, February 27, 2020 at 7:00 pm at the Berkeley Township Municipal Utilities Authority located at 42 Station Road, Bayville, NJ 08721.