



Berkeley Township MUNICIPAL UTILITIES AUTHORITY

42 Station Road
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A Public Meeting of the Berkeley Township Municipal Utilities Authority was held on Thursday, **January 28, 2021** at 7:00 pm at the Berkeley Township Municipal Utilities Authority at 42 Station Road, Bayville, NJ 08721. Presided by Chairman Hale-present, Jerome Bollettieri-present, Edward Cammarato-present, Samuel Cammarato-present, Richard Elliott-absent, Lawrence Borio-absent, William McGrath-absent.

Also present: John Sahradnik-Attorney, Keith Chiaravallo-Engineer, Brian Waldron-Accountant, and Michele Nugent-Executive Director.

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

Mr. Hale stated on behalf of the Board he wishes Commissioner Borio a speedy recovery. Mrs. Nugent stated it will be noted Commissioner Borio is on a medical leave.

Motion to approve the Public Meeting Minutes, Executive Session Minutes and the following reports from the meeting on December 17, 2020: Jerome Bollettieri, second, Samuel Cammarato. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

- Executive Director's Report
- Engineer's Report
- Auditor's Report
- Attorney's Report

Mr. Richard Elliott arrived at 7:03 pm.

Treasurer's Report:

Mr. Samuel Cammarato stated for the six week period (12/19/20-01/29/21) the payroll expenses totaled \$69,403.56 and the operational expenses totaled \$161,345.68. The operational expenses include one payment to Montana Construction for \$46,675.32 which will be separately authorized by resolution at tonight's meeting.

Edward Cammarato and Samuel Cammarato reviewed the six weeks.

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

Executive Director's Report:

Accept & close out Well# 4 project/Authorize final payment & release of retainage total \$46,675.32 to Montana Construction:

Mrs. Nugent stated authorization for this resolution will be deferred until after Mr. Chiaravallo makes his presentation regarding the close-out of the Well# 4 project.

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

- COVID Statuses – No employee illness related to the COVID concerns. The State vaccination program lists utility workers as 1B status for scheduling COVID vaccine appointments.
- Meeting Dates – Re-organization public meeting is scheduled for February 25, 2021.
- NJUAJIF/MEL Credit – The Elected Official Training Seminar is accessible online. The Authority receives a \$250.00 credit towards the Authority’s insurance premium for each Commissioner’s participation. The classes are available until May 1, 2021. Mr. Hale questioned if it would be permissible for the Commissioners to participate in the online classes at the Authority. Mrs. Nugent stated an accommodation can be set up.

Mr. Edward Cammarato questioned if an Authority employee could be compelled to receive the COVID vaccine as a condition of employment. Mrs. Nugent replied the Authority received guidance that it is not recommended to mandate an employee to receive the vaccine.

Engineer’s Report:

Phase VII Water System Improvements:

Mr. Chiaravallo stated CME continues with the planning and preparation design of Phase VII water mains.

Annual Engineer’s Report:

Mr. Chiaravallo stated the Annual Engineering’s Report is a summary of work that occurred during 2020 and provides a brief description of the Plant operations. Mr. Chiaravallo reviewed the key points of the report.

Well# 4 Project:

Mr. Chiaravallo stated the contractor has completed all of the work on Well# 4. The enhancements and improvements to the system have provided more resiliency for backups and alarms. Well# 4 is in normal rotation. Mr. Chiaravallo stated the final payment submitted is \$46,675.32. The contract is under the original contract amount by slightly over \$31,000.00. Mr. Hale questioned if this amount included the enhancements. Mr. Chiaravallo replied yes. Mr. Chiaravallo added, the two year maintenance bond will be in place and cover any possible issues. Mr. Edward Cammarato directed the Auditor to review this bill when performing the audit.

Motion to accept and close out Well# 4 project/Authorize final payment & release of retainage total \$46,675.32 to Montana Construction: Edward Cammarato, second, Jerome Bollettieri. All in favor. Roll Call. Jerome Bollettieri-yes, Edward Cammarato-yes, Samuel Cammarato-yes, Richard Elliott-yes, Michael Hale-yes. Motion Carried.

Accountant’s Report:

Mr. Waldron presented the December 2020 Cash Position Report:

Cash Position Report for December:

Total All Cash Fund Balance:	\$5,716,410.47
Total Restricted Balances:	\$2,801,737.00
Total Fund Available for Disbursement:	\$2,914,673.47

Attorney's Report:

No formal report.

Committee Report:

Old Business:

Mr. Samuel Cammarato stated he and Mr. Elliott drove to Manahawkin to look at a medical building that had car ports with solar panels installed on them. The panels are approximately 25 feet wide and 60 feet long. Mr. Samuel Cammarato stated there were two panels which looked very nice on the car ports. This is something that may interest the Authority. Mr. Samuel Cammarato stated he received a feasibility report from Sun Solar Power for solar at the Authority building. Mr. Samuel Cammarato stated he and Mr. Elliott will have a presentation for the Board Members at a future meeting.

New Business:

Mr. Bollettieri stated he and Mr. Blair went to the Well# site. The well is operating with no issues.

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


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

Motion to close the public portion: Richard Elliott, second, Jerome Bollettieri. The motion was approved by voice vote. There were no "nay" votes. 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 8:01 pm.

Respectfully Submitted,


Sandra J Walker
Office Clerk

The next meeting of the Berkeley Township Municipal Utilities Authority will be held on Thursday, February 25, 2021 at 7:00 pm at the Berkeley Township Municipal Utilities Authority located at 42 Station Road, Bayville, NJ 08721.