



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, **March 25, 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-absent, Samuel Cammarato-present, Richard Elliott-present, William McGrath-present, Fred Bekiarian-present.

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

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

Mr. Hale stated for the record Mr. McGrath will be seated as a voting member for tonight's meeting.

Motion to approve the Public Meeting Minutes and the following reports from the meeting on February 25, 2021: 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

Treasurer's Report:

Mr. Samuel Cammarato stated for the three week period (02/27/21-03/19/21) the payroll expenses totaled \$22,797.76 and the operational expenses totaled \$122,496.36.

Edward Cammarato and Samuel Cammarato reviewed the three 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.

Mr. Budesca, Authority Attorney, will present the Executive Director's report due to Mrs. Nugent's absence.

Executive Director's Report:

Mr. Budesca referred to the Progress Report and presented the highlights:

- NJUJIF/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.
- COVID Statues – The two employees who tested positive for COVID have returned to work. The employees who requested vaccination have received both shots.

- Financial Disclosure – The Berkeley Township Town Clerk will provide the financial disclosure notification in early April. This form needs to be filled out and filed by April 30, 2021.

Assignments of Committee Positions:

Mr. Hale read the assigned committee positions and stated the first name referenced will be the Chairperson for that committee as follows:

- Engineering Committee: Jerome Bollettieri and William McGrath
- Personnel Committee: Samuel Cammarato and Michael Hale
- Safety Committee: Frederick Bekiarian and Richard Elliott
- Finance and Budget Committee: Edward Cammarato and Jerome Bollettieri
- Legal Committee: Michael Hale and Samuel Cammarato
- Buildings and Grounds Committee: William McGrath and Frederick Bekiarian

Motion to approve the assignment of committee positions: Jerome Bollettieri, second, Samuel Cammarato. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Appointment of NJUAJIF Representative:

Motion to appoint Frederick Bekiarian, Chairman of the Authority Safety Committee, to serve as the NJUAJIF Representative. The alternate representative will be served by Mrs. Nugent: Jerome Bollettieri, second, Richard Elliott. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Authorize final approval & acceptance of cash performance bond for one SFH NVK-McKinley:

Mr. Hale requested of the Board final approval and acceptance of the cash performance bond for one SFH on Mc Kinley Ave.

Motion for final approval and acceptance of cash performance bond for NVK on Mc Kinley Ave: Jerome Bollettieri, second, Richard Elliott. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Engineer’s Report:

Well# 4:

Mr. Chiaravallo stated the documents for the Well# 4 spring bond issuance were submitted. Bond Counsel will progress the project to long-term financing.

Phase VII Water System Improvements:

Mr. Chiaravallo stated the DEP requested a cultural resource survey be performed for the Serpentine Drive area in order to meet the requirements for the I-Bank funding. Mr. Chiaravallo stated the Phase VII project will be deferred to the fall bond pool due to the cultural survey requirement. Mr. Hale questioned if the Phase VII project could be separated into smaller components. Mr. Chiaravallo briefly discussed the

different alternatives available. Mr. Hale stated there may be the possibility for federal stimulus money for water infrastructure.

The Board had a collective discussion regarding usage rates and connection fees. Mr. Hale stated to the Board that he and Mr. Bollettieri are trying to set up a meeting with Town Hall to discuss the Authority's financials and the Phase VII project. Mr. Bollettieri cited shallow wells as a perfect example as to the benefits of the Phase VII project.

Mr. Hale stated providing water to the residents is the mission of the Authority. A revenue source to support these projects will need to be addressed in the near future, whether that is through a connection fee increase or a user rate fee. The last few rate studies all indicate an increase is necessary. Every year that goes by without an increase will make it more difficult to make up the require funds that were not raised. These topics need to be reviewed with the Township.

Mr. Elliott reminded the Board several larger developments have made application to the Authority for water allocation. These developments will provide connection fee revenue to the Authority. Mr. Elliott specified this will not be a user rate increase, but a connection fee increase.

Mr. Samuel Cammarato specifically stated he would not support a user fee increase at this time. The Board concurred a user rate fee increase would not be appropriate, especially as people are struggling during this pandemic.

Mr. Samuel Cammarato questioned the status of the Town Hall and Public Works water treatment facility and the associated generator. Mr. Blair explained all are in working order. This water system will eventually require refurbishment. Mr. Hale stated the Municipality may consider the federal stimulus funds be applied to this project. The Authority could support the Township in these projects.

Mr. Samuel Cammarato reiterated the Authority's connection fees are significantly lower than the surrounding towns and again stressed he will not support a user fee increase. He would support a connection fee increase which is a one-time revenue source primarily from developers. Mr. McGrath stated the Finance Committee recommended to increase the connection fee at the December, 2020 public meeting. The Board deferred that vote until all the members were present.

Mr. Bollettieri stated the Authority's cost associated with a straightforward connection is more than \$1,700.00. Mr. Elliott stated the Authority would benefit if the connection fees were raised before final approvals are issued to the larger developments that are forthcoming. Mr. Waldron suggested if the Board wants to move on this topic the authorization be any number the Board is comfortable with, but only up to the maximum allowable statutory amount. Mr. Waldron reiterated the Board can authorize any number below that maximum amount. (The 2019 connection fee calculation stated the Authority could charge up to \$2,696. The 2020 connection fee review calculated a maximum of \$4,896.) Mr. Budesá stated a public rate hearing is not required. The connection fee is an annual statutory calculation. Many members agreed a vote should be called tonight.

Motion to authorize an increase to the connection fee to the maximum allowable fee in accordance with the calculation from the statute effective immediately: Jerome Bollettieri, second, Samuel Cammarato. All in favor. Roll Call. Jerome Bollettieri-yes, Samuel Cammarato-yes, Richard Elliott-yes, William McGrath-yes, Michael Hale-yes. Motion Carried.

Accountant's Report:

Mr. Waldron presented the February 2021 Cash Position Report:

Cash Position Report for February:

Total All Cash Fund Balance:	\$5,699,974.18
Total Restricted Balances:	\$3,127,390.43
Total Fund Available for Disbursement:	\$2,572,583.75

Mr. Waldron stated his staff performed the annual audit in early March virtually. Mr. Waldron stated he will present his report to the Board at the April 2021 meeting. An exit meeting will be scheduled with the Finance Committee before presentation to the Board.

Attorney's Report:

No formal report.

Committee Report:

Old Business:

Mr. Samuel Cammarato stated all options are still being investigated for solar panels.

New Business:

No Report.

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.

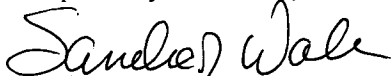
Chairman Hale stated for the record there are no members of the general public in attendance.

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 8:18 pm.

Respectfully Submitted,


Sandra J Walker
Office Clerk

The next meeting of the Berkeley Township Municipal Utilities Authority will be held on Thursday, April 22, 2021 at 7:00 pm at the Berkeley Township Municipal Utilities Authority located at 42 Station Road, Bayville, NJ 08721.