



Berkeley Township MUNICIPAL UTILITIES AUTHORITY

42 Station Road
Bayville, NJ 08721
(732) 237-0100
Fax (732) 237-0638

A Public Meeting of the Berkeley Township Municipal Utilities Authority was held on Thursday, **April 22, 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-present, William McGrath-present, Fred Bekiarian-absent.

Also present: Robert Budesca-Attorney, Michael McClelland-Engineer, Keith Chiaravallo-Engineer, Jerry Conaty-Accountant, 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.

Motion to approve the Public Meeting Minutes and the following reports from the meeting on March 25, 2021: Samuel Cammarato, second, Jerome Bollettieri. 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 five week period (03/20/21-04/23/21) the payroll expenses totaled \$69,783.06 and the operational expenses totaled \$57,616.73.

Edward Cammarato and Samuel Cammarato reviewed the five 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:

Authorization and Execution of Ocean First Signature Cards and Banking Authorization Agreements:

Mrs. Nugent requested of the Board approval for the authorization and execution of the Ocean First signature cards and the Banking Authorization agreements.

Motion to approve the Authorization and Execution of Ocean First Signature Cards and Banking Authorization Agreements: Jerome Bollettieri, second, Samuel Cammarato. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Authorization and Execution of Ocean First Wire Transfer Agreements:

Mrs. Nugent requested of the Board approval for the authorization and execution of the Ocean First Wire Transfer Agreements.

Motion to approve the Authorization and Execution of the Ocean First Wire Transfer Agreements: Jerome Bollettieri, second, Samuel Cammarato. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Authorization and Execution of TD Bank Signature Cards:

Mrs. Nugent requested of the Board approval for the authorization and execution of the TD Bank signature cards.

Motion to approve the Authorization and Execution of the TD Bank Signature Cards: Jerome Bollettieri, second, Edward Cammarato. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Waive certain fees for Veterans Park Stage Bathroom Facility:

Mrs. Nugent requested of the Board authorization to waive the connection fee, the wet tap inspection fee and the wet tap escrow deposit for the Veterans Park stage bathroom facility.

Motion to waive certain fees for Veterans Park Stage Bathroom Facility: Jerome Bollettieri, second, Edward Cammarato. The motion was approved by vote. There were no “nay” votes. Motion Carried.

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

- 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 virtual seminar is available until May 1, 2021.
- Financial Disclosure – The Berkeley Township Clerk’s office will email the financial disclosure notification forms which are due back by May 31, 2021. (The State extended the filing deadline to June 30, 2021.)
- Hydrant Flushing – Progressing with no issues.
- 1st Quarter, 2021 Billing – \$450,663.71 for 3,679 customers

Engineer’s Report:

Phase VII Water System Improvements:

Mr. Chiaravallo stated CME continues to progress the plans, permit applications and easement descriptions for the project.

Northern Boulevard Tank Rehabilitation:

Mr. Chiaravallo stated the scope of work for the Northern Blvd. Tank will include the refurbishment of the interior and exterior of the tank and a review of the Occupational Safety and Health Administration (OSHA) guidelines to ensure compliance with current standards. The cellular antennas will be temporarily removed and relocated.

Accountant's Report:

Mr. Conaty presented the March 2021 Cash Position Report:

Cash Position Report for March:

Total All Cash Fund Balance:	\$5,616,090.84
Total Restricted Balances:	\$3,129,335.15
Total Fund Available for Disbursement:	\$2,486,755.69

Mr. Conaty stated the 2020 audit process is complete. The document will be finalized after the State issues the pension liability amount. Mr. Conaty anticipates the State will issue that report in August 2021. Holman, Frenia & Allison provided an unmodified opinion for the 2020 Audit. This is the best that can be given which states there are no modifications necessary to bring the financial books into full compliance with accounting standards. Mr. Conaty stated there are no comments or recommendations noted.

Mayor Carmen Amato arrived at the meeting at 7:20 pm.

Attorney's Report:

No formal report.

Committee Report:

Old Business:

Mr. Cammarato asked to review the connection fee policy discussed in a prior meeting. The Board had a lengthy discourse and agreed to increase the base connection fee to \$2,000.00.

Motion to increase the base connection fee amount to \$2,000.00: Samuel Cammarato, second, Edward Cammarato. All in favor. Roll Call. Jerome Bollettieri-reserve, Edward Cammarato-yes, Samuel Cammarato-yes, Richard Elliott-yes, Michael Hale-yes. Motion Carried.

New Business:

No Report.

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

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

The meeting adjourned at 8:21 pm.

Respectfully Submitted,

A handwritten signature in black ink that reads "Sandra J Walker". The signature is written in a cursive style with a large, stylized 'S' and 'W'.

Sandra J Walker
Office Clerk

The next meeting of the Berkeley Township Municipal Utilities Authority will be held on Thursday, May 27, 2021 at 7:00 pm at the Berkeley Township Municipal Utilities Authority located at 42 Station Road, Bayville, NJ 08721.