



Berkeley Township MUNICIPAL UTILITIES AUTHORITY

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A Public Meeting of the Berkeley Township Municipal Utilities Authority was held on Thursday, August 26, 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-present.

Also present: Robert Budesca-Attorney, Michael McClelland-Engineer via-telecommunications, Mackenzie Binder-Engineer, Brian Waldron-Accountant and Michele Nugent-Executive Director.

Mr. Hale requested a moment of silence for the 12 service members who lost their lives in Afghanistan.

After the salute to the flag, Mrs. LeFaucheur read the Open Public Meeting Statement.

Motion to approve the Public Meeting Minutes and the following reports from the meeting on July 22, 2021: 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
- Attorney's Report

Treasurer's Report:

Mr. Samuel Cammarato stated for the five week period (07/24/21-08/27/21) the payroll expenses totaled \$75,598.22 and the operational expenses totaled \$116,734.12.

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:

Mrs. Nugent stated the Authority is investigating various areas for the Phase VII Water Expansion project. Phase VII is divided into four zones. Zones One and Two require easements to install water mains on the referenced private properties. The recommendation is to hire an appraiser to assess the value of the easements.

Appoint Henry J. Mancini & Associates, Inc. for Phase VII easement evaluations:

Mrs. Nugent requested of the Board authorization to hire Henry J. Mancini & Associates, Inc. to appraise the easement values of private property easements required for prospective Phase VII planning.

Authorize acquisitions of easements for Phase VII Water Main Expansion Project:

Mrs. Nugent requested of the Board authorization to move forward with the acquisition of the Phase VII easements.

The Board discussed the matter and both topics were tabled for the next meeting.

Authorize renewal of NJUAFJIF membership and execution of membership agreement:

Mrs. Nugent requested of the Board authorization to renew the New Jersey Utility Authority Joint Insurance Fund (NJUAFJIF) membership for a three year period, beginning January 1, 2022 through January 1, 2025.

Motion to authorize the NJUAFJIF membership and execution of membership agreement: Jerome Bollettieri, second, Richard Elliott. All in favor. Roll Call. Jerome Bollettieri-yes, Edward Cammarato-yes, Samuel Cammarato-yes, Richard Elliott-yes, Michael Hale-yes. Motion Carried.

Authorize installation of outside sampling ports at Clara B. Worth School (CBW) and Central Regional School High School (CRHS):

Mrs. Nugent requested of the Board authorization to progress the installation of sampling ports outside CBW and CRHS. The cost will be approximately \$6,000.00 each. The benefits of the outside sampling ports are: (1) outside entities will not be required to go inside the schools to collect the samples and (2) the outside sampling port will be only for Authority use to avoid possible contamination.

Motion to authorize installation of outside sampling ports at CBW and CRHS: Richard Elliott, second, Jerome Bollettieri. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

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

- COVID Status – Applying CDC recommendations.
- NJ League of Municipalities Conference - November 16-18, 2021
- MUAA – Dinner Meeting– September 9, 2021, 6:30 pm at Captain’s Inn
- NJDEP Precautionary Boil Water Advisory – To date the associated costs are \$37,919.40 most of which was for bottled water at the distribution site with the support of the Township OEM and in partnership with Shoprite.
- NJ Low Income Household Water Assistance Program: In cooperation with the federal government, New Jersey will offer assistance to low-income ratepayers that are delinquent in their water bills. The program requirements are not yet finalized. The NJ Division of Consumer Affairs will provide additional information as it comes out.

Engineer’s Report:

Phase VII Water System Improvements:

Ms. Binder stated CME coordinated with the Cultural Resource Consultant to perform site evaluations as required by the NJDEP. CME is finalizing the design documents with the project.

Northern Boulevard Tank Rehabilitation:

Ms. Binder stated CME coordinated with the subconsultant to perform the inspection and evaluation of the Northern Blvd. Tank. CME is currently preparing the Environmental Planning Document for the project as required by the NJ I-Bank funding.

Solar Energy System Feasibility Study:

Ms. Binder stated CME has performed a site evaluation and reviewed the Authority's electric bills from the past two years. CME will meet with the Solar Committee to review the draft report.

Accountant's Report:

Mr. Waldron presented the July 2021 Cash Position Report:

Cash Position Report for July:

Total All Cash Fund Balance:	\$5,997,847.28
Total Restricted Balances:	\$2,991,209.84
Total Fund Available for Disbursement:	\$3,006,637.44

Mr. Waldron stated HFA Associates is waiting for information from the State regarding post-employment benefits. The audit report is not yet finalized.

Attorney's Report:

Mr. Budesza reviewed the use of social media communication for government entities. These formats distribute information to the public in a swift manner, but moderate use is recommended.

Mr. Budesza stated the Chelsea Place approvals have expired due to duration time lapse. The developer plans to make re-application with the various Township entities.

Committee Report:

Old Business:

No Report.

New Business:

Mr. Elliott suggested a committee be formed to review the recent Boil Water Advisory and to facilitate new protocols and Board notification processes. Mr. Hale and Mr. Samuel Cammarato will review the topic and report back to the Board.

Mr. Bekiarian stated the BTMUA recently installed an AED machine in the office. Eight staff members and himself participated in CPR/AED certification training. The NJUAJIF requires annual CPR recertifications for staff members. Mr. Bekiarian suggested installing AED machines in the Authority vehicles. The Board discussed the topic.

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

Motion to adjourn: Samuel Cammarato, second, Jerry Bollettieri. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

The meeting adjourned at 9:05 pm.

Respectfully Submitted,



Sandra J Walker
Office Clerk

The next meeting of the Berkeley Township Municipal Utilities Authority will be held on Thursday, September 23, 2021 at 7:00 pm at the Berkeley Township Municipal Utilities Authority located at 42 Station Road, Bayville, NJ 08721.