



Berkeley Township

MUNICIPAL UTILITIES AUTHORITY

42 Station Road
Bayville, NJ 08721
(732) 237-0100
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A Public Meeting of the Berkeley Township Municipal Utilities Authority was held on Thursday, **December 28, 2017** at 7:00 pm at the Berkeley Township Municipal Utilities Authority at 42 Station Road, Bayville, NJ 08721. Presided by Chairwoman Davis-absent, Mr. Mullikin-present, Mr. Cammarato-present, Mr. Hale-present, Mr. Askew-present, Mr. Elliott-present.

Also present: Mr. Budesca-Attorney, Mr. Chiaravallo-Engineer, Mr. Blair-Chief of Operations and Mrs. Nugent-Executive Director.

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

Mr. Mullikin stated Mr. Elliott 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 November 9, 2017: Mr. Elliott, second, Mr. Cammarato. 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. Hale stated for the seven week period from (11/11/17-12/29/17) the payroll expenses totaled \$53,099.09 and the operational expenses totaled \$150,690.22. Mr. Hale and Mr. Cammarato reviewed seven weeks.

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

Chairwoman Davis arrived at 7:07 pm.

Executive Director's Report:

Adopt 2018 BTMUA Budget:

Mrs. Nugent requested of the Board the adoption of the 2018 Budget. The Board approved the budget at the October 26, 2017 Public Meeting. The State accepted the approved budget and concurs with the adoption. Authorization was provided by the State to go forward with the adoption.

Mrs. Nugent reviewed the highlights of the 2018 Budget with the Board Members in summary.

Motion to adopt the 2018 BTMUA budget: Mr. Hale, second, Mr. Cammarato. All in favor. Roll Call. Mr. Mullikin-yes, Mr. Cammarato-yes, Mr. Hale-yes, Mr. Askew-yes, Mrs. Davis-yes. Motion Carried.

Waive maintenance bond and release 10% cash bond re: Foxmoor at Tallwoods:

Mrs. Nugent stated the Foxmoor at Tallwoods project dates back to April 2004. Mrs. Nugent stated the Authority authorized the performance bond release contingent upon acceptance of a maintenance bond. That maintenance bond was never posted. However, the Authority has held the 10% cash bond. Mrs. Nugent requested of the Board authorization to waive the requirement for the maintenance bond (normally held for two years) and release 10% of the cash bond which the Authority held for five years.

Motion to waive the maintenance bond and release the 10% cash bond: Mr. Mullikin, second, Mr. Askew. All in favor. Roll Call. Mr. Mullikin-yes, Mr. Cammarato-yes, Mr. Hale-yes, Mr. Askew-yes, Mrs. Davis-yes. Motion Carried.

Authorize 2018 Public Meeting Dates:

Mrs. Nugent requested of the Board authorization to establish the 2018 Public Meeting dates. Mrs. Nugent stated generally the meetings will be held every fourth Thursday of the month with the exception of November and December. Mrs. Nugent added these meeting dates will be posted on the website and advertised in the newspaper.

Motion to authorize the 2018 Public Meeting dates: Mr. Askew, second, Mr. Cammarato. All in favor. Roll Call. Mr. Mullikin-yes, Mr. Cammarato-yes, Mr. Hale-yes, Mr. Askew-yes, Mrs. Davis-yes. Motion Carried.

Mayor Amato joined the meeting at 7:15 pm.

Progress Report:

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

- Berkeley Terrace –a 70 unit townhouse development located behind Yesterdays' Restaurant off Route 9 – a meeting was held with the Developers, their Attorney, Authority Staff Members, and the Authority's Engineer and Attorney on December 19, 2017 for a general review and planning of the project
- Wells #1&2 Electric Service Line Replacement – electric service line was replaced – it was found the old wiring was never grounded – which may be indicative of the problems that occurred in the past
- Well #4/Phase II – NJEIT interim finance loan closed December 7, 2017 – the Township authorized the waiver of any inspection or permit fees for this project
- CD Investments – CDs were purchased
- 2017 Lien Sale – The 2017 lien sale is scheduled for March 1, 2018. The Authority billing format was changed this quarter and last to ensure the rate payers were notified of the lien sale date.
- 4th Quarter 2017 Billing – there was a three percent decrease from the 4th Quarter 2016 billing primarily due to meter reading being completed two weeks in advance to accommodate the lien sale
- S&P Rating Upgrade – the Authority received an increase from A+ to AA- this indicates that S&P finds the Authority has a strong capacity to meet all its financial commitments

Mrs. Nugent stated there will be an Executive Session after tonight's meeting.

Engineer's Report:

Well #4 Project:

Mr. Chiaravallo stated CME has received submittals for the Well #4 project from Montana Construction. Mrs. Davis asked for clarification of the submittals. Mr. Chiaravallo stated the submittals include the drawings and specifications of the equipment. Once reviewed, the materials can be ordered.

Annual Engineer's Report:

Mr. Chiaravallo stated CME is finalizing the Annual Engineer's Report for 2017.

Accountant's Report:

The Accountant's report will be presented at the next meeting. Mrs. Davis requested the budget summary be included in the meeting packets even when the Auditor is absent from the Public Meeting.

Attorney's Report:

No formal report. Mr. Elliott questioned the status of the Chelsea Place development. Mr. Budesca stated there is no progress to report regarding Chelsea Place. Mr. Doyle (Chelsea Place Attorney) has not replied to the most recent correspondence. Mr. Budesca will reach out again.

Committee Reports:

Old Business:

No Report.

New Business:

No Report.

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

Mr. and Mrs. Joseph and Judi Siciliano of 385 Hayes Avenue, Bayville, were in attendance. Mrs. Nugent asked Mr. and Mrs. Siciliano to provide their comments regarding the change in the billing format. Mr. Siciliano cited the deletion of the prior current and current meter reading. He requested the information be included in his bill or suggested the Authority return to the prior format. Mrs. Nugent explained she had made an inquiry to the billing software provider about this specific topic and was informed the structure of the bills cannot be modified. The Authority will however provide that information on his bill as a courtesy on a go-forward basis. Mrs. Nugent added the Authority will go back to the post card format due to inventory. Mrs. Davis stated the Authority will most certainly take Mr. Siciliano's suggestions under advisement.

Motion to close public portion: Mr. Askew, second, Mr. Hale. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Executive Session:

Motion to open: Mr. Mullikin, second, Mr. Askew. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Topic Discussed:

2018 Salary Guidelines

Motion to close: Mr. Hale, second, Mr. Cammarato. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Motion to re-open public portion: Mr. Askew, second, Mr. Hale. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Motion to approve salary increase for BTMUA Staff: Mr. Hale, second, Mr. Cammarato. All in favor. Roll Call. Mr. Mullikin-yes, Mr. Cammarato-yes, Mr. Hale-yes, Mr. Askew-yes, Mrs. Davis-yes. Motion Carried.

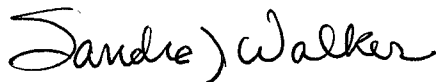
Motion to approve salary increase for Chief of Operations: Mr. Mullikin, second, Mr. Cammarato. All in favor. Roll Call. Mr. Mullikin-yes, Mr. Cammarato-yes, Mr. Hale-yes, Mr. Askew-yes, Mrs. Davis-yes. Motion Carried.

Motion to approve salary increase for Executive Director: Mr. Mullikin, second, Mr. Cammarato. All in favor. Roll Call. Mr. Mullikin-yes, Mr. Cammarato-yes, Mr. Hale-yes, Mr. Askew-yes, Mrs. Davis-yes. Motion Carried.

Motion to adjourn: Mr. Askew, second, Mr. Hale. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

The meeting adjourned at 7:35 pm.

Respectfully Submitted,



Sandra J Walker
Office Clerk

The next meeting of the Berkeley Township Municipal Utilities Authority will be held on Thursday, January 25, 2018 at 7:00 pm at the Berkeley Township Municipal Utilities Authority located at 42 Station Road, Bayville, NJ 08721.