



## **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, **October 25, 2018** at 7:00 pm at the Berkeley Township Municipal Utilities Authority at 42 Station Road, Bayville, NJ 08721. Presided by Chairman Hale-present, Mrs. Davis-present, Mr. Edward Cammarato-present via telecommunication, Mr. Samuel Cammarato-present, Mr. Elliott-present, Mr. Bollettieri-absent.

Also present: Mr. Budesa-Attorney, Mr. Chiaravallo-Engineer and Mrs. Nugent-Executive Director.

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

Mr. Hale 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 September 27, 2018: Mr. Samuel Cammarato, second, Mrs. Davis. 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 four week period from 09/29/18-10/26/18 the payroll expenses totaled \$41,351.60 and the operational expenses totaled \$215,781.53. The operational expenses include a payment to Montana Construction totaling \$146,488.92 which will be separately authorized by resolution under the Executive Director's Report.

Mr. Edward Cammarato and Mr. Samuel Cammarato reviewed the first two weeks. Mr. Hale and Mr. Samuel Cammarato reviewed the last two weeks.

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

#### **Executive Director's Report:**

Authorize payment application #5 to Montana Construction, Corp., Inc. Well #4 Phase II \$146,488.92:

Mrs. Nugent requested of the Board authorization for payment #5 to Montana Construction for the Well #4/Phase II project. The net amount for payment #5 is \$146,488.92. The payment application was reviewed and recommended for payment by the Authority Engineers.

Motion to authorize payment application #5 to Montana Construction Corp.: Mrs. Davis, second, Mr. Samuel Cammarato. All in favor. Roll Call. Mrs. Davis-yes, Mr. Edward Cammarato-yes, Mr. Samuel Cammarato-yes, Mr. Elliott-abstain, Mr. Hale-yes. Motion Carried.

Approval of BTMUA 2019 Budget:

Mrs. Nugent requested of the Board authorization for approval of the 2019 BTMUA Budget. The overall operational budget increased approximately 5% or \$78,000.00. The overall revenue budget is anticipated to decrease 10% compared to the prior year due to connection fees and the forgiveness of hydrant fees. The Township did not request the 5% appropriation for the 2019 budget. Mrs. Nugent stated the approved 2019 Budget will go to the State for review and then be presented at the BTMUA December 2018 meeting for adoption.

Motion to approve the BTMUA 2019 Budget: Mr. Samuel Cammarato, second, Mr. Elliott. All in favor. Roll Call. Mrs. Davis-yes, Mr. Edward Cammarato-yes, Mr. Samuel Cammarato-yes, Mr. Elliott-yes, Mr. Hale-yes. Motion Carried.

Approval of Annual Stipend Increase:

Mrs. Nugent requested of the Board approval of an increase to the annual stipend for the Board Members. The local Township ordinance allows up to \$5,000.00 as an annual stipend for Board Members. This will increase all the Board Members to \$5,000.00 effective November 2018.

Motion to approve the Annual Stipend Increase: Mrs. Davis, second, Mr. Samuel Cammarato. All in favor. Roll Call. Mrs. Davis-yes, Mr. Edward Cammarato-yes, Mr. Samuel Cammarato-yes, Mr. Elliott-yes, Mr. Hale-yes. Motion Carried.

Award the “BTMUA Water Treatment Plant Floor Drain Modification” to C. Stevenson & Son:

Mrs. Nugent requested of the Board authorization to award the contract for the “BTMUA Water Treatment Plant Floor Drain Modification” to C. Stevenson & Son. Last month the project went to bid and only one bid was received. The Authority opted to go out to bid again and received three responses. The low bidder was C. Stevenson & Son. The Authority Attorney, Engineer and Staff reviewed the responsive bid package and recommend the award to C. Stevenson & Son at \$23,990.00.

Motion to award the contract for the “BTMUA Water Treatment Plant Floor Drain Modification” to C. Stevenson & Son at \$23,990.00: Mr. Elliott, second, Mrs. Davis. All in favor. Roll Call. Mrs. Davis-yes, Mr. Edward Cammarato-yes, Mr. Samuel Cammarato-yes, Mr. Elliott-yes, Mr. Hale-yes. Motion Carried.

Progress Report:

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

- Low Voltage Meter – The low voltage meter is installed for the building on the transformer. JCP&L installed the meter this morning (10/25/18) and will stay approximately one week. JCP&L will report to the Authority if any current changes are noted between the transformer and building.
- 3<sup>rd</sup> Quarter Billing – 3<sup>rd</sup> Quarter billing went out September 28, 2018 – comparative to 2017 there were 83 more customers and a 2.6% increase in user fees.
- Hydrant Flushing – October 1<sup>st</sup> – November 2<sup>nd</sup> 2018 – is continuing with no complaints from residents.

- Non-Compliant Owners Re: Physical Connection to System – Mrs. Nugent notified the Board of the count of non-compliant residents for Phases IV, V and VI. The Board asked the Attorney to send out notifications to those residents in lieu of court notices.

Mr. Elliott asked Mr. Budesca for an update on the Chelsea Place project and the status of their reply to the Authority's contribution offer. Mr. Budesca stated he will send a letter to Mr. Doyle (Chelsea Place Attorney) stating the Authority requests an update to the project and a written reply.

**Engineer's Report:**

Well #4 Project:

Phase II – Production Well

Mr. Chiaravalle stated the contractor is progressing. The fencing and paving are complete. The utility company installed the power to the site today (10/25/18). Well testing and water samples will begin soon. Mr. Chiaravalle added the estimate at completion for the project based on the items that are left will be approximately \$95,000.00 under the original bid amount.

Mr. Edward Cammarato questioned the status of why the trees were removed at the Hickory Farms project and if there were any impact on the Authority's water mains. Mrs. Nugent stated Mr. Gemmell of CME reported the activity was related to tree removal and the pipes were not affected.

**Accountant's Report:**

Mrs. Nugent read into record the September 2018 Cash Position Report:

Cash Position Report for July 2018:

Total All Cash Fund Balance:	\$5,203,320.69
Total Restricted Balances:	\$2,548,393.55
Total Fund Available for Disbursement:	\$2,654,927.14

**Attorney's Report:**

No formal report.

**Committee Reports:**

Old Business:

No Report.

New Business:

There was a meeting on October 23, 2018 with Stone Developers regarding the Berkeley Terrace project. The possibility of a cost sharing offer was discussed. The developer will provide a written proposal to be presented to the Board at a future meeting.

This matter will be discussed further in Executive Session.

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

**Executive Session:**

Motion to open: Mrs. Davis, second, Mr. Samuel Cammarato. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Topics Discussed:

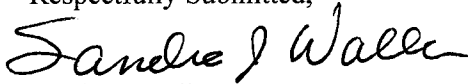
Berkeley Terrace

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

Motion to adjourn: Mrs. Davis, second, Mr. 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, November 8, 2018 at 7:00 pm at the Berkeley Township Municipal Utilities Authority located at 42 Station Road, Bayville, NJ 08721.