



## **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 18, 2019** 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-absent, Mr. Edward Cammarato-present, Mr. Samuel Cammarato-present, Mr. Bollettieri-present, Mr. Elliott-present and Mr. Borio-present.

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

After the salute to the flag, 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, Executive Session Minutes and the following reports from the meeting on March 28, 2019: Mr. Bollettieri, second, Mr. Samuel 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. Samuel Cammarato stated for the three week period from (04/01/19-04/19/19) the payroll expenses totaled \$22,518.57 and the operational expenses totaled \$47,238.36. Mr. Edward Cammarato and Mr. Samuel Cammarato reviewed the three weeks.

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

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

Revise the BTMUA Res# 26-2019 Berkeley Township Shared Service Agreement for fuel from "open ended" to seven years:

Mrs. Nugent stated the Board passed a resolution on February 28, 2019 for a shared service agreement with the Township for fuel. The resolution did not designate a specific time period, therefore, the original resolution needs to be revised from the open ended contract to seven years which is allowable by NJ statutes. Mrs. Nugent added the Authority receives its fuel from the Township and this resolution formalizes the current practice.

Motion to authorize the revision of the Resolution# 26-2019 for the Berkeley Township Shared Service Fuel Agreement: Mr. Bollettieri, second, Mr. Samuel Cammarato. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

**Executive Director’s Report:**

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

- NJUAJIF/MEL Training – The Elected Official Training Seminar is now available on-line. The instructions are provided on the reverse side of the Progress Report. The Authority will receive a \$250.00 credit toward its insurance premium for each Commissioner’s participation by May 1, 2019.
- Non-Compliant Owners Re: Physical Connection to Water System – Eight certified letters were mailed to non-compliant owners from the Authority Attorney. Of the eight letters, three have responded and are in the process of connecting to the water system. The remaining five will be scheduled go to court.
- Financial Disclosure – The Berkeley Township Town Clerk has provided the financial disclosure notification. The filing deadline is April 30, 2019.
- Berkeley Terrace – The Board authorized the Authority Attorney to provide Berkeley Terrace the Authority’s offer to their request for a waiver or adjustment of the connection fee. As of today (04/18/19) Berkeley Terrace has not responded.

**Engineer’s Report:**

Well #4 Project:

Phase II – Production Well

Mr. Chiaravallo stated CME contacted the DEP to perform the sampling for the Well #4 production well. CME is anticipating the DEP to come out the week of April 22, 2019.

**Accountant’s Report:**

Mr. Conaty stated the February Cash Position Report is included in the meeting packets.

Mr. Conaty read into record the March 2019 Cash Position Report:

Cash Position Report for January:

Total All Cash Fund Balance:	\$5,545,510.85
Total Restricted Balances:	\$2,930,380.27
Total Fund Available for Disbursement:	\$2,615,130.58

Mr. Conaty provided the Board Members a copy of the draft audit report and stated his firm met with the Finance Committee (Mrs. Davis and Mr. Edward Cammarato) previously to review the report. Mr. Conaty stated there will be a couple of changes to the report due to additional information the State Division of Benefits and Pensions will provide. Mr. Conaty stated his firm provided an unmodified opinion on the financial statements, which is the best rating that can be given. Mr. Conaty stated there are

no comments or recommendations noted. The financial statements were prepared in accordance with government audit standards.

**Attorney's Report:**

No formal report.

**Committee Report:**

Old Business:

No Report.

New Business:

Mr. Edward Cammarato requested authorization for the staff and professionals to initiate the Phase VII water main planning. Mr. Cammarato recommends the engineer estimate construction costs of up to a full build out. The auditors should then apply those estimates to our current financial standing to assess how those costs would affect our fiscal position. The preliminary information should be presented to the Board on May 23, 2019. The Board concurred to the preliminary study.

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

**Executive Session:**

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

Topics Discussed:

Employee Request for Leave  
Annual Reviews for Two Employees  
Revise Specific Provisions Regarding State Health Benefits

Motion to close: Mr. Edward Cammarato, second, Mr. Bollettieri. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

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

Motion to authorize employee request for leave: Mr. Elliott, second, Mr. Bollettieri. All in favor. Roll Call. Mr. Edward Cammarato-yes, Mr. Samuel Cammarato-yes, Mr. Bollettieri-yes, Mr. Elliott-yes and Mr. Hale-yes. Motion Carried.

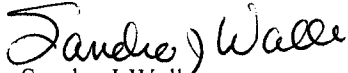
Motion to authorize execution of two employment agreements which details 3% pay increases: Mr. Elliott, second, Mr. Bollettieri. All in favor. Roll Call. Mr. Edward Cammarato-yes, Mr. Samuel Cammarato-yes, Mr. Bollettieri-yes, Mr. Elliott-yes and Mr. Hale-yes.

Motion to revise certain provisions of Chapter 48 regarding State Health Benefits: Mr. Elliott, second, Mr. Bollettieri. All in favor. Roll Call. Mr. Edward Cammarato-yes, Mr. Samuel Cammarato-yes, Mr. Bollettieri-yes, Mr. Elliott-yes and Mr. Hale-yes. Motion Carried.

Motion to adjourn: Mr. Bollettieri, second, Mr. Elliott. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

The meeting adjourned at 9:15 pm.

Respectfully Submitted,



Sandra J Walker  
Office Clerk

The next meeting of the Berkeley Township Municipal Utilities Authority will be held on Thursday, May 23, 2019 at 7:00 pm at the Berkeley Township Municipal Utilities Authority located at 42 Station Road, Bayville, NJ 08721.