



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, **September 26, 2019** at 7:00 pm at the Berkeley Township Municipal Utilities Authority at 42 Station Road, Bayville, NJ 08721. Presided by Chairman Michael Hale-present, Edward Cammarato-absent, Samuel Cammarato-present, Jerome Bollettieri-present, Richard Elliott-present, Lawrence Borio-present.

Also present: Robert Budesa-Attorney, Keith Chiaravallo-Engineer, Brian Waldron-Accountant, and Michele Nugent-Executive Director.

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

Mr. Hale stated for the record Mr. Borio and Mr. Elliott will both be seated as voting members for tonight's meeting. Mr. Hale read the letter of resignation from Commissioner Karen Davis. Mrs. Nugent stated the letter was sent to the Mayor's office and Council.

Motion to approve the Public Meeting Minutes, Executive Session Minutes and the following reports from the meeting on August 22, 2019: Jerome Bollettieri, second, Samuel Cammarato. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

- Executive Director's Report
- Engineer's Report
- Accountant's Report
- Attorney's Report

Treasurer's Report:

Mr. Samuel Cammarato stated for the five week period (08/24/19-09/27/19) the payroll expenses totaled \$72,551.38 and the operational expenses totaled \$74,729.16. Edward Cammarato and Samuel Cammarato reviewed the first three weeks. Samuel Cammarato, Jerome Bollettieri and Lawrence Borio reviewed the final two weeks.

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

Executive Director's Report:

Authorize reduction in performance bond for Hickory Farms Phase III:

Mrs. Nugent requested of the Board authorization to allow the reduction in the performance bond requirement for Hickory Farms Phase III. The Rules & Regulations allow the performance bond to be

reduced when the project is near completion. The Authority Engineer reviewed the project and recommends the decrease from the original total performance guarantee of \$369,097.41 to \$110,729.22.

Motion to authorize a reduction in the performance bond for Hickory Farms Phase III: Jerome Bollettieri, second, Samuel Cammarato. All in favor. Roll Call. Samuel Cammarato-yes, Jerome Bollettieri-yes, Richard Elliott-abstain, Lawrence Borio-yes, Michael Hale-yes. Motion Carried.

Authorization to initiate Phase VII water main capital project:

Mrs. Nugent requested of the Board authorization to initiate the Phase VII project which comprises four areas of interest. This resolution will authorize the Authority Professionals and Staff to prepare and submit all the necessary documentation to make application with the New Jersey Infrastructure Bank (NJIB). Further, the Chairman, Vice Chairman, Executive Director and the Engineer are designated to act as authorized representatives in all matters regarding the project, as well as the application to the NJIB. CME estimates \$12,300.00 as a “not to exceed” amount to progress this project through the initial planning documents of the NJIB application.

Mr. Samuel Cammarato questioned how many residents are still on wells and not connected to the water system in the Authority’s franchise area. Mr. Chiaravallo replied CME will look into it and provide an answer by the next meeting.

Motion to authorize the initiation of Phase VII water main capital project: Jerome Bollettieri, second, Lawrence Borio. All in favor. Roll Call. Samuel Cammarato-yes, Jerome Bollettieri-yes, Richard Elliott-yes, Lawrence Borio-yes, Michael Hale-yes. Motion Carried.

Declaration of intent to reimburse Phase VII capital project costs from the proceeds of debt obligations/NJIB financing or bond issuance:

Mrs. Nugent stated the authorization to initiate Phase VII will allow the Authority to utilize money from the current budget. Once the project is confirmed and the finance process begins, the execution of this resolution declares the intent that any project cost spent from now and throughout the project will be reimbursed from the financing. The Bond Counsel recommends the execution of this resolution.

Motion to authorize the declaration of intent to reimburse Phase VII capital project costs from the proceeds of debt issuance: Jerome Bollettieri, second, Richard Elliott. All in favor. Roll Call. Samuel Cammarato-yes, Jerome Bollettieri-yes, Richard Elliott-yes, Lawrence Borio-yes, Michael Hale-yes. Motion Carried.

Progress Report:

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

- 2020 Budget – In preparation.
- Electronic Municipal Market Access (EMMA) – The annual disclosure statement required by bond documents was submitted to the Trustee and posted to EMMA.
- Inspections – The Authority passed the annual workers compensation audit and Township fire inspection.
- B.T. Town Hall Water Treatment Center – Two calcite water filters with inspection fill ports and a containment wall around the new generator’s fuel storage unit are fully installed. Mr. Elliott

requested additional information regarding the containment wall. Mrs. Nugent stated she will report back to him.

- 3rd Quarter 2019 Billing – The amount billed on September 26, 2019 was \$530,127.79 for 3,636 customers. This represents 58 more customers and a 7% decrease from 3rd quarter 2018 billings.
- Aqua New Well Allocation Application – The Authority issued comments in response to the public notice for the application.

Engineer’s Report:

Well #4 Project:

Phase II – Production Well

Mr. Chiaravallo stated CME has revised the design of the controls for the communication to the disinfection system. The contractor is scheduled next week (week of 09/30/19) to install the changes in the control panel. Mr. Bollettieri questioned the length of time for the completion of the communication repair. Mr. Chiaravallo estimated it should be approximately another week.

Annual Engineer’s Report:

Mr. Chiaravallo stated CME is preparing the Annual Engineer’s Report for 2019.

Mr. Elliott questioned if the chart recorder is working. Mrs. Nugent replied yes. Mr. Elliott questioned if the problem with the electrical system was resolved. Mr. Chiaravallo stated CME surveyed the site and looked up the information on the surge protector that was installed on the building to investigate what protection it provides. Mr. Elliott stated it was previously discovered the ground wires were not connected from Well/Pump #1. Mr. Elliott stated he questioned the electrical engineer about surge protectors for each individual well/pump unit and was told there is a surge protector out on the street. Mr. Elliott stated each individual unit must have a surge protector because lightning strikes can come backwards. In the summer of 2019 lightning struck the fields and came back to the building and damaged the chart recorder. Mr. Chiaravallo stated there are lightning arrestors on the building and the building is grounded. Mr. Chiaravallo added this is not a closed issue and CME is investigating the matter. Mr. Samuel Cammarato asked if the electrical issues could be a project that is top priority for CME and if insurance covers the cost of damaged equipment. Mrs. Nugent replied in the past, insurance did not cover when a well was struck by lightning.

Mr. Elliott questioned who performed the calculations on the oil containment wall at the Township. Mrs. Nugent replied this was done in-house. Mr. Elliott asked CME to confirm the containment capacity of the oil moat. The Board concurred.

Accountant’s Report:

Mr. Waldron read into record the August 2019 Cash Position Report:

Cash Position Report for August:

Total All Cash Fund Balance:	\$5,538,700.28
Total Restricted Balances:	\$2,564,289.36
Total Fund Available for Disbursement:	\$2,974,410.92

Attorney's Report:

Mr. Budesca presented a draft letter to New Jersey Natural Gas (NJNG) in response to the request from Mr. Blackford, the resident who had the water leak in his front yard.

Mrs. Nugent stated Mr. Edward Cammarato suggested additional comments be added to the draft letter and requested this topic be added to the October Agenda for further discussion. The Board concurred with these suggestions and provided Mr. Budesca guidance.

Committee Report:

Old Business:

Mr. Hale stated the Rinderer request to connect to the Aqua Water Co. system will be tabled until the next meeting (10/24/19).

New Business:

Mr. Hale stated he would like to appoint Mr. Edward Cammarato to the Finance Committee due to the resignation of Mrs. Davis. Mr. Hale suggested when the Authority receives a new appointee one of the alternates should move to the regular commissioner appointment.

Mr. Elliott stated the Authority had installed new water main for Chelsea Place which remains unfinished. Mr. Elliott questioned if new residents move into that area will it become part of Phase VII. Mrs. Nugent replied no, that area will be part of the developers' project.

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 for the record there are no members of the general public in attendance.

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

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

The meeting adjourned at 8:40 pm.

Respectfully Submitted,



Sandra J Walker
Office Clerk

The next meeting of the Berkeley Township Municipal Utilities Authority will be held on Thursday, October 24, 2019 at 7:00 pm at the Berkeley Township Municipal Utilities Authority located at 42 Station Road, Bayville, NJ 08721.