



## **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, **December 19, 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, and Lawrence Borio-present.

Also present: Robert Budesca-Attorney, Keith Chiaravallo-Engineer, Brian Waldron-Accountant, Brian Blair-Chief of Operations 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. Elliott and Mr. Borio will be seated as voting members for tonight's meeting due to the absence and vacancy of two commissioners.

Motion to approve the Public Meeting Minutes and the following reports from the meeting on November 14, 2019: 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
- Accountant's Report
- Attorney's Report

### **Treasurer's Report:**

Mr. Samuel Cammarato stated for the five week period (11/16/19-12/20/19) the payroll expenses totaled \$58,974.08 and the operational expenses totaled \$128,115.84. The operational expenses include three payments totaling \$61,140.00 which were separately authorized by resolutions at the previous meeting (10/24/19). Two are payments to A.C. Schultes and EMSI for the Well #3 project. The third is to Core & Main for meter equipment. Edward Cammarato and Samuel Cammarato reviewed the five weeks.

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

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

#### **Establish 2020 Meeting Dates:**

Mrs. Nugent requested of the Board authorization to establish the 2020 Public Meeting dates. Mrs. Nugent stated the meetings will be held every fourth Thursday of the month with the exception of

November and December. Mrs. Nugent added the meeting dates will be posted on the website and advertised in the newspaper.

Motion to authorize the 2020 Public Meeting Dates: Jerome Bollettieri, second, Richard Elliott. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Adopt 2020 BTMUA Budget:

Mrs. Nugent requested of the Board authorization to adopt the 2020 Budget. The Board approved the budget at the October 24, 2019 Public Meeting. The State reviewed and accepted the approved budget and concurs with the adoption. Once the budget is adopted it will be posted on the website.

Motion to adopt the 2020 BTMUA Budget: Richard Elliott, 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.

Authorize Bahr, Grounding System Repair \$14,712.32:

Mrs. Nugent requested of the Board authorization to perform a repair on the lightening grounding system in the amount up to \$14,712.32. This amount reflects a high allowance which the electrician provided in his quote. A continuity check was performed and overall it was deemed a good system. However, a modification and relocation of equipment is recommended. The electrical engineer at CME concurred. Mrs. Nugent added the contractor is a State contracted vendor and all the paperwork is in order. Mr. Hale commended Mr. Elliott for his diligence regarding this matter.

Motion to authorize Bahr, Grounding System Repair: Lawrence Borio, 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.

**Executive Director’s Report:**

Progress Report:

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

- Well #4/Phase II – The flow switch was received and installed. There may be additional pipe added to the well before this project is finalized.
- Well #3 – The refurbishment was performed on Well #3 and is now complete.
- 4<sup>th</sup> Quarter 2019 Billing – \$402,647.72
- CD Investments – CDs were purchased.
- Next BTMUA Meeting – January 23, 2020
- Re-Organization Meeting – The Re-Organization Meeting is scheduled for Thursday, February 27, 2020. The Authority will be requesting the RFPs for its professional appointments.
- 2019 Berkeley Township Lien Sale – Scheduled for January 30, 2020.

**Engineer's Report:**

Well #4 Project:

Phase II – Production Well

Mr. Chiaravallo stated the flow switch for Well #4 was installed and is in automatic operation. It is now in normal rotation of the wells.

Phase VII Water System Improvements:

Mr. Chiaravallo stated CME has been performing field surveys and working on the NJEIT I-Bank documents. Mrs. Nugent stated phone calls of interest were received from residents in the franchise area.

Annual Engineer's Report:

Mr. Chiaravallo stated the Annual Engineering's Report is a summary of work that occurred during 2019 and provides a brief description of the Plant operations.

**Accountant's Report:**

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

Cash Position Report for November:

Total All Cash Fund Balance:	\$5,528,117.29
Total Restricted Balances:	\$2,435,509.81
Total Fund Available for Disbursement:	\$3,092,607.48

**Attorney's Report:**

No formal report.

**Committee Report:**

Old Business:

Mr. Cammarato requested an update regarding compensation for the resident with the damaged water pipe at 132 Station Road. Mr. Budesca replied he called the attorney from New Jersey Natural Gas (NJNG) several times and has not received a reply. Mr. Cammarato offered several suggestions of compensation to bring this matter to a close. A discussion among the Board Members ensued.

Motion to approve a credit issued to Mr. Blackford representing 50% of the remaining balance after the New Jersey Natural Gas final review up to a maximum of \$1,200.00. No check will be issued. The resolution will be written as "public relations related only to those affected by the improper installation of the NJNG gas line and with no negligence/liability on the part of the BTMUA": Jerome Bollettieri, second, Samuel Cammarato. All in favor. Roll Call. Samuel Cammarato-yes, Jerome Bollettieri-yes, Richard Elliott-yes, Lawrence Borio-yes, Michael Hale-yes. Motion Carried.

New Business:

Mr. Hale stated for the years of service Commissioner Karen Davis gave to the citizens of Berkeley Township the Board Members would like to bestow a plaque in a show of appreciation for her dedication of service.

Motion to approve the plaque for Karen Davis for her dedication of service: Jerome Bollettieri, second, Richard Elliott. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

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.

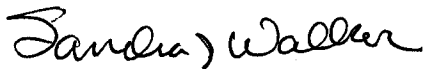
Chairman Hale stated for the record there are no members of the general public in attendance.

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

The meeting adjourned at 7:30 pm.

Respectfully Submitted,



Sandra J Walker  
Office Clerk

The next meeting of the Berkeley Township Municipal Utilities Authority will be held on Thursday, January 23, 2020 at 7:00 pm at the Berkeley Township Municipal Utilities Authority located at 42 Station Road, Bayville, NJ 08721.