



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, **May 28, 2020** at 7:00 pm by tele-conferencing at the Berkeley Township Municipal Utilities Authority at 42 Station Road, Bayville, NJ 08721. Presided by Chairman Michael Hale-present, Jerome Bollettieri-present, Edward Cammarato-present, Samuel Cammarato-present, Richard Elliott-absent, Lawrence Borio-present, William McGrath-absent.

Also present: Robert Budesca-Attorney, Keith Chiaravallo-Engineer and Michele Nugent-Executive Director.

After the salute to the flag, Mrs. LeFaucheur read the Open Public Meeting Statement.

Mr. Hale stated for the record Mr. Borio will be seated as a voting member for tonight's meeting due to the absence of Commissioner Elliott.

Motion to approve the Public Meeting Minutes and the following reports from the meeting on April 23, 2020: 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
- Attorney's Report

Treasurer's Report:

Mr. Samuel Cammarato stated for the five week period (04/25/20-05/29/20) the payroll expenses totaled \$45,833.51 and the operational expenses totaled \$69,656.72. Edward Cammarato and Samuel Cammarato reviewed the five 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 final payment (\$49,244.62) and retainage release (\$24,081.92) to close out Montana Construction contract for Well #4/Phase II project, total \$73,326.54:

Mrs. Nugent requested of the Board authorization for the final payment of \$49,244.62 and the retainage release of \$ 24,081.92 to close out the Montana Construction contract for the Well #4/Phase II project. The construction of this project is complete. The final payment application was reviewed and recommended by the Authority Engineer. The facility is fully operational. This amount is not included in the May bill list. It will be included in the June payment list.

Motion to authorize final payment of \$73,326.54 to Montana Construction for the Well #4/Phase II project: Jerome Bollettieri, second, Samuel Cammarato. All in favor. Roll Call. Jerome Bollettieri-yes, Edward Cammarato-yes, Samuel Cammarato-yes, Lawrence Borio-yes, Michael Hale-yes. Motion Carried.

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

- Surge Protection –The equipment is installed. Final testing will be scheduled in the near future.
- 2019 Audit – The 2019 Audit is complete with good results and no negative comments. The audit is still in draft until the pension obligation numbers are received from the State. Holman-Frenia will meet with the Finance Committee to discuss the draft before it is presented to the Board.
- Auto Payment & On-Line Payments – The Authority can now offer the option to receive direct withdraw payments from the rate payers’ bank accounts. Rate payers are also able to go to the website to access a link to pay their water bill using a credit card or direct pay from their checking account.
- Covid-19 Status – No employee illnesses. The Authority building is still closed to the public during this “Shelter at Home” period.
- CD Investments - The Authority purchased CD investments.

Mr. Samuel Cammarato praised the Authority for passing a resolution in April 2020 which exempted the rate payers from any late penalties during the Covid- 19 “Shelter at Home” period. Mr. Samuel Cammarato suggested providing the program information to the Berkeley Township Sewerage Authority (BTSA) to consider having the same program put in place.

Mayor Carmen Amato joined the meeting via tele-conference and stated he will follow up with the BTSA.

Engineer’s Report:

Well #4 Project:

Phase II – Production Well

Mr. Chiaravallo stated CME is closing out the Well #4 project. The total contract amount came in approximately at \$54,000.00 under the original contract amount. The Well #4 is operational and is being used on a regular basis. The contractor will provide a two year maintenance bond. Mr. Bollettieri questioned if the Well #4 electronics can be controlled from the Authority treatment plant at 42 Station Road. Mr. Chiaravallo confirmed that is correct.

Phase VII Water System Improvements:

Mr. Chiaravallo stated CME has prepared the plans and preliminary designs to meet with the Authority Staff once the Covid-19 restrictions are lifted.

Accountant’s Report:

Will be presented at a future meeting.

Attorney's Report:

No formal report.

Committee Report:

Old Business:

No Report.

New Business:

No Report.

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

Mr. Hale opened the public portion of the meeting for questions or comments.

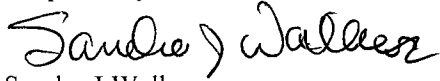
Motion to close public portion: Lawrence Borio, second, Samuel Cammarato. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Mr. Samuel Cammarato questioned when the Board will be able to meet in person. Mrs. Nugent replied the next Public Meeting is scheduled for June 25, 2020. The meeting may be held in the treatment plant area if the Stay at Home order is lifted. This will allow for social distancing and for the garage door to be open to allow for an indoor/outdoor setting. The general public would be allowed to attend in this setting. Mr. Budesca confirmed the Governor has extended gatherings to 25 people and that having the meeting in the treatment plant is a plausible suggestion.

Motion to adjourn: Lawrence Borio, second, Samuel Cammarato. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

The meeting adjourned at 7:28 pm.

Respectfully Submitted,



Sandra J Walker
Office Clerk

The next meeting of the Berkeley Township Municipal Utilities Authority will be held on Thursday, June 25, 2020 at 7:00 pm at the Berkeley Township Municipal Utilities Authority located at 42 Station Road, Bayville, NJ 08721.