



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, **August 25, 2022** at 7:00 pm at the Berkeley Township Municipal Utilities Authority at 42 Station Road, Bayville, NJ 08721. Presided by Chairman Hale-present, Jerome Bollettieri-present, Edward Cammarato-present via-telecommunications, Samuel Cammarato-present, Richard Elliott-present, William McGrath-present, Frederick Bekiarian-present.

Also present: Robert Budesa-Attorney, Keith Chiaravallo-Engineer, Brian Blair-Chief of Operations and Michele Nugent-Executive Director.

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

Motion to approve the Public Meeting Minutes and the following reports from the meeting on July 28, 2022: Richard Elliott, 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 four week period (07/30/22-08/26/22) the payroll expenses totaled \$45,439.05 and the operational expenses totaled \$111,935.31.

Samuel Cammarato and Edward Cammarato reviewed the four 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:

Pinecrest – Bunnell Ave. Release of bond:

Mrs. Nugent requested of the Board authorization for the release of the Pinecrest-Bunnell Ave. bond. The developer extended the water main to service three single family homes. The Authority Engineer reviewed the completed project and recommends final acceptance and release of the performance bond in the amount of \$33,777.00 subject to the posting of the maintenance bond in the amount of \$4,222.13. The developer posted the maintenance bond in cash.

Motion to authorize final acceptance and performance bond release: Jerome Bollettieri, second, Richard Elliott. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Award Meter Bid- Core and Main:

Mrs. Nugent requested of the Board authorization to award the meter bid to Core and Main. The Authority has two years to purchase the meters at the referenced bid unit price.

Motion to authorize the award of the meter bid to Core and Main: Richard Elliott, second, Jerome Bollettieri. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Award Verizon Cellular Wireless Telecom Lease Bid:

Mrs. Nugent requested of the Board authorization to award the lease bid to Verizon Cellular. Verizon is currently a cellular antenna tenant on the Station Road Tower. The lease has expired. There was one response from Verizon/Cellco Partnership with an initial annual rent of \$45,600.00. The lease is a five year term with 4 renewal options and a 3% annual increase. FSD recommends authorization for this award.

Motion to authorize the award to the lease bid to Verizon Cellular Wireless: Jerome Bollettieri, second, Samuel Cammarato. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Authorize execution of Postage Machine Lease:

Mrs. Nugent requested of the Board authorization to execute the Pitney Bowes postage machine lease. This is a five year lease for \$9,534.72.

Motion to authorize execution of the postage machine lease: Richard Elliott, second, Jerome Bollettieri. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Authorize execution of Folder/Inserter Machine Lease:

Mrs. Nugent requested of the Board authorization to execute the Pitney Bowes folder/inserter machine lease. This is a five year lease for \$130.82 per month.

Motion to authorize execution of the folder/inserter machine lease: Jerome Bollettieri, second, Richard Elliott. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Authorize Ol' Eagle release of performance and maintenance bond:

Mrs. Nugent requested authorization for the release of the Ol' Eagle performance bond in the amount of \$19,406.00 subject to the posting of the maintenance bond in the amount of \$2,425.00. Ol' Eagle extended the water main to service one single family home on Northern Blvd. The Authority Engineer reviewed the completed project and recommends final acceptance and release of the performance bond.

Motion to authorize the release of the Ol' Eagle performance subject to the posting of the maintenance bond: Jerome Bollettieri, Richard Elliott. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Mrs. Nugent stated there will be Executive Session following tonight's meeting.

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

- NJ League of Municipalities Conference - November 15-17, 2022.

- MUAA – Dinner Meeting– September 8, 2022, 6:30 pm at Captain’s Inn
- Health Benefits Premium for 2023 – A 21.6% increase is anticipated for 2023.
- Dental Health Insurance for 2023 – No premium increase anticipated for 2023.
- EMMA Disclosure –The Draft Annual Disclosure Statement and Draft Audit was posted on the Municipal Securities Rulemaking Board (MSRB).
- 2023 Budget Preparation – Submit suggestions.
- Hire Operational Employee – Request authorization to hire an operational employee.
- Township Shared Service/Water Treatment Facility – A committee was formed to discuss the renewal of the shared service agreement with the township regarding the water treatment facility.

Engineer’s Report:

Phase VII Water System Improvements:

Mr. Chiaravallo stated the plans and specifications for the Phase VII project are under review with the NJDEP for the I-Bank funding. Approval of the documents was received from the New Jersey Office of Equal opportunity and Public Contract Assistance.

Northern Boulevard Tank Rehabilitation:

Mr. Chiaravallo stated the plans and specifications for the Northern Blvd tank project are under review with the NJDEP for the I-Bank funding. Approval of the documents was received from the New Jersey Office of Equal opportunity and Public Contract Assistance.

Solar Energy System:

Mr. Chiaravallo stated the Authority Attorney provided comments for the Request for Proposals (RFP). The comments were incorporated into the now revised RFP. This project will be ready to go out to bid in approximately a couple of weeks.

Accountant’s Report:

Will present next month.

Attorney’s report:

No Report.

Committee Report:

New Business:

Samuel Cammarato suggested the Board form an ad hoc committee to investigate alternate water source opportunities. The Board took it under advisement.

Mrs. Nugent stated A.C. Schultes performed maintenance on Well #2 and Well #3 during the month of August.

There was discussion regarding the Well #4 repairs. The Board provided guidance that any associated repair costs for Well #4 be pre-approved by the Board. Mr. Edward Cammarato presented a motion regarding this matter. The Board provided support with all “ayes”.

Old Business:

Mr. Bekiarian stated he met with Mr. Blair regarding a recent Joint Insurance Fund (JIF) safety inspection. The Safety Committee meets quarterly.

Mr. Bekiarian stated he attended a Zoom meeting regarding confined spaces. Mr. Blair stated the personnel receive training on this topic.

Executive Session:

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

Topics Discussed:

Employee #1 Request to extend Unpaid Medical Leave

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

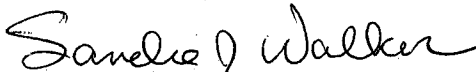
Motion to re-open public portion: Richard Elliott, second, Jerome Bollettieri. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Motion to authorize Employee #1 an additional 90 day unpaid medical leave: Jerome Bollettieri, second, Richard Elliott. There are four in favor and one opposed. Roll Call. Jerome Bollettieri-yes, Edward Cammarato-no, Samuel Cammarato-yes, Richard Elliott-yes, Michael Hale-yes. Motion Carried.

Motion to adjourn: Richard Elliott, second, Frederick Bekiarian. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

The meeting adjourned at 8:45 pm.

Respectfully Submitted,


Sandra J Walker
Office Clerk

The next meeting of the Berkeley Township Municipal Utilities Authority will be held on Thursday, September 22, 2022 at 7:00 pm at the Berkeley Township Municipal Utilities Authority located at 42 Station Road, Bayville, NJ 08721.