



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, **December 15, 2022** at 6:00 pm at the Berkeley Township Municipal Utilities Authority at 42 Station Road, Bayville, NJ 08721. Presided by Chairman Hale-present, Jerome Bollettieri-present via tele-communications, Edward Cammarato-present via video conference, Samuel Cammarato-present, Richard Elliott-present, William McGrath-present, Frederick Bekiarian-present.

Also present: Robert Budesza-Attorney via video conference, Keith Chiaravallo-Engineer, Makenzie Binder-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.

Motion to approve the Public Meeting Minutes, Executive Session Minutes and the following reports from the meeting on November 10, 2022: Richard Elliott, second, Jerome Bollettieri.

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

Treasurer's Report:

Mr. Samuel Cammarato stated for the five week period (11/12/22-12/16/22) the payroll expenses totaled \$63,036.48 and the operational expenses totaled \$67,953.50.

Samuel Cammarato and Richard Elliott 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:

Adopt Cyber Policy Manual:

Mrs. Nugent requested of the Board authorization to adopt the Cyber Policy Manual for the MEL cyber risk management plan which provides the Authority an insurance policy in case of a cyber-attack. The adoption of this manual will provide deductible and copay discounts.

Motion to adopt the cyber risk management plan: Jerome Bollettieri, second, Richard Elliott. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Adopt 2023 Budget:

Mrs. Nugent requested of the Board authorization to adopt the 2023 Budget. The State reviewed and accepted the approved budget and gave authorization for the budget to be adopted.

Motion to adopt the BTMUA 2023 Budget: Richard Elliott, second, Samuel Cammarato. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Approve BTMUA 2023 Meeting Dates:

Mrs. Nugent requested of the Board authorization to adopt the 2023 Public Meeting dates. Mrs. Nugent stated the meetings will be held every fourth Thursday of the month at 7:00 pm with the exception of November and December due to the holidays. The December meeting will be held at 6:00 pm. Mrs. Nugent added the meeting dates will be posted on the website and advertised in the newspaper.

Motion to approve the 2023 Public Meeting Dates: Richard Elliott, second, Jerome Bollettieri. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Authorize purchase of 2023 Ford F350/Sourcewell/Co-op:

Mrs. Nugent requested of the Board authorization to purchase a 2023 Ford F350 from Sourcewell for \$73,186.00.

Motion to authorize the purchase of a 2023 Ford F350 up to \$80,000.00: Jerome Bollettieri, second, Samuel Cammarato. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

BT/BTMUA Shared Services Agreement to manage BT/BTPW water treatment:

Mrs. Nugent presented the original and revised Shared Services Agreement to the Board. A discussion among the Board Members ensued.

Motion to enter into a Shared Services Agreement with Berkeley Township: Samuel Cammarato, second, William McGrath. All in favor. Roll Call. Jerome Bollettieri-yes, Edward Cammarato-yes, Samuel Cammarato-yes, Richard Elliott-yes, Michael Hale-yes. Motion Carried.

Mrs. Nugent notified the Board that a new utility employee was hired, but resigned one week later. Mrs. Nugent requested authorization to hire a new utility employee following scheduled interviews.

Motion to authorize the hire of a new utility employee: Jerome Bollettieri, second, Samuel Cammarato. 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.

Engineer’s Report:

Phase VII Water System Improvements:

Mr. Chiaravalle stated the plans and specifications are with the DEP for review. Permit applications for the NJDOT were submitted for the work on Route 9.

Northern Blvd. Tank Rehabilitation:

Mr. Chiaravallo stated CME is responding to the DEP's comments from their review of the plans and specifications.

Solar Energy System:

Mr. Chiaravallo stated CME phoned the 16 vendors that picked up the solar energy bid packets. Four of them responded and stated the size and scope of the project was not profitable. The Board discussed the matter further.

Accountant's Report:

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

Cash Position Report for November:

Total All Cash Fund Balance:	\$5,804,009.40
Total Restricted Balances:	\$3,154,134.07
Total Fund Available for Disbursement:	\$2,649,875.33

Mr. Waldron stated the State has released information to the other post-employment benefits. The 2022 audit will be finalized and presented at the January meeting.

Attorney's Report:

No Report.

Committee Report:

Old Business:

Mr. Bekiarian presented information regarding the residential water service line protection plan program. The Board had a discussion regarding this matter and tabled it to a further meeting.

New Business:

No Report.

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

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

Executive Session:

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

Topics Discussed:

Extend unpaid medical leave to employee #1

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

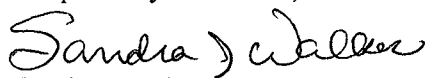
Motion to re-open public portion: Richard Elliott, second, Samuel Cammarato. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Motion to extend unpaid medical leave to employee #1: William McGrath, second, Samuel Cammarato. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

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

The meeting adjourned at 7:10 pm.

Respectfully Submitted,



Sandra J Walker
Office Clerk

The next meeting of the Berkeley Township Municipal Utilities Authority will be held on Thursday, January 26, 2023 at 7:00 pm at the Berkeley Township Municipal Utilities Authority located at 42 Station Road, Bayville, NJ 08721.