



## **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, **January 26, 2023** 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-absent, Samuel Cammarato-absent, Richard Elliott-present, William McGrath-present, Frederick Bekiarian-present.

Mr. Hale requested a moment of silence for the passing of Michael Middleton, an Authority Utility Employee.

Mr. Hale stated Commissioners McGrath and Bekiarian will be seated as voting members for tonight's meeting.

Also present: Robert Budesca-Attorney via video conference, Keith Chiaravallo-Engineer, Makenzie Binder-Engineer via video conference, Brian Waldron-Accountant, and Michele Nugent-Executive Director.

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

Motion to approve the Public Meeting Minutes, Executive Session Minutes and the following reports from the meeting on December 15, 2022: Richard Elliott, second, William McGrath.

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

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

Mr. Frederick Bekiarian stated for the six week period (12/17/22-1/27/23) the payroll expenses totaled \$69,051.83 and the operational expenses totaled \$97,353.77.

Samuel Cammarato and Richard Elliott reviewed the six weeks.

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

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

Delete uncollectible accounts receivables:

Mrs. Nugent requested of the Board authorization to delete certain accounts receivables.

Motion to authorize the deletion of certain accounts receivables: Richard Elliott, second, William McGrath. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Transfer 2022 Budget line items:

Mrs. Nugent requested of the Board authorization to transfer some of the expenditures due to certain minimal modifications to line items in the 2022 budget.

Motion to authorize transfer of budget line item funds: Richard Elliott, second, Jerome Bollettieri. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Final approval Elite Builders-Southern Blvd. 1 sfh:

Mrs. Nugent requested of the Board final approval for Elite Builders to construct a single family home on Southern Blvd. The project has been reviewed by the Authority’s Engineers who recommend final approval.

Motion to grant final approval for the Elite Builders-Southern Blvd. project: Jerome Bollettieri, second, William McGrath. The motion was approved by voice vote. There were no “nay” votes. Motion Carried. Richard Elliott abstained.

**Engineer’s Report:**

Phase VII Water System Improvements:

Mr. Chiaravallo stated CME expects to receive DEP authorization to advertise the Phase VII project. CME has submitted the DOT permits for the work along Route 9. Mr. Chiaravallo stated he met with the Engineering Committee to review the scope and status of the project.

Northern Boulevard Tank Rehabilitation:

Mr. Chiaravallo stated CME expects to receive DEP approval for authorization to advertise the project.

Solar Energy System Feasibility Study:

Mr. Chiaravallo stated a meeting will be scheduled with the Solar Committee to review options for the project.

Annual Engineer’s Report:

Mr. Chiaravallo presented the Annual Engineering’s Report. This report is a summary of work that occurred during 2022 and provides a brief description of the Plant operations.

**Accountant’s Report:**

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

Cash Position Report for December:

Total All Cash Fund Balance:	\$5,856,940.98
Total Restricted Balances:	\$3,260,855.24

Total Fund Available for Disbursement: \$2,596,085.74

Mr. Waldron stated the financial statements for the year ending December 31, 2021 is complete. This report provides a clean, unmodified opinion. There are no comments or recommendations for the 2021 audit.

**Attorney's Report:**

No Report.

**Committee Report:**

New Business:

Mrs. Middleton sent a letter of gratitude to the Authority Staff and Board Members.

Old Business:

Mr. McGrath stated the Engineering Committee met to discuss the Phase VII expansion project. Mr. McGrath stated it is estimated there will be 350 new connections. The Board held a discussion regarding the project and the debt service that would be incurred. Mrs. Nugent stated the Authority needs to know what the full cost of the project will be, the possibilities of principal forgiveness through the I-Bank along with confirmation of the finance program and to investigate State grant opportunities.

Motion to authorize CME to provide construction services based on proposal dated January 26 , 2023: Jerome Bollettieri, second, Richard Elliott. All in Favor. Roll Call. Mr. Bollettieri-yes, Mr. Bekiarian-yes, Mr. McGrath-yes, Mr. Elliott-yes, Mr. Hale-yes. Motion Carried.

Motion to authorize Holman, Frenia, & Allison PC to prepare a five year rate study and revise the annual connection fee calculation: Richard Elliott, second, Jerome Bollettieri. All in favor. Roll Call. Mr. Bollettieri-yes, Mr. Bekiarian-yes, Mr. McGrath-yes, Mr. Elliott-yes, Mr. Hale-yes. Motion Carried.

Mrs. Nugent stated two applicants were interviewed for the position of utility employee. Mrs. Nugent requested authorization be given to the Personnel Committee to provide approval to hire a utility employee position.

Mr. Bekiarian questioned Mr. Budesca about the legality of the Authority offering the residential water service line protection plan to its customers. Mr. Budesca stated there is no legal prohibition from the Authority implementing this program. The Board discussed the options regarding this plan.

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

Mr. Hale stated there are no members of the general public in attendance.

Motion to close the 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 9:05 pm.

Respectfully Submitted,

Sandra J Walker  
Office Clerk

The next meeting of the Berkeley Township Municipal Utilities Authority will be held on Thursday, February 23, 2023 at 7:00 pm at the Berkeley Township Municipal Utilities Authority located at 42 Station Road, Bayville, NJ 08721.