



## **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, February 23, 2023** at 7:00 pm at the Berkeley Township Municipal Utilities Authority at 42 Station Road, Bayville, NJ 08721. Presided by Chairman Michael Hale-present, Jerome Bollettieri-present via phone conference, Edward Cammarato-present via virtual conference, Samuel Cammarato-present, Richard Elliott-present, William McGrath-present, Frederick Bekiarian-present.

Also present: Mr. Budesca-Attorney, Mr. Chiaravallo-Engineer, Ms. Binder-Engineer, Mr. Waldron-Accountant, and Mrs. Nugent-Executive Director.

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

### Appointment of Chairman:

Mrs. Nugent requested of the Board nomination for the appointment of Chairman 2023. William McGrath nominated Michael Hale, second, Samuel Cammarato. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

### Appointment of Officers:

Samuel Cammarato nominated Jerome Bollettieri for the appointment of Vice Chairman, second, Edward Cammarato. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Frederick Bekiarian nominated Richard Elliott for the appointment of Secretary, second, Edward Cammarato. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Frederick Bekiarian nominated Samuel Cammarato for the appointment of Treasurer, second, Edward Cammarato. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Motion to approve the Public Meeting Minutes and the following reports from the meeting on January 26, 2023: Richard Elliott, second, Edward Cammarato. 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 four week period from 01/28/23-02/24/23 the payroll expenses totaled \$42,259.59 and the operational expenses totaled \$61,792.34.

Mr. Bekiarian and Mr. Elliott reviewed the first two weeks. Mr. Samuel Cammarato and Mr. Elliott reviewed the last two weeks.

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

**Executive Director's Report:**

The Board formally recognized the Township's re-appointments of Michael Hale and Frederick Bekiarian.

Approval of 2021 BTMUA Audit & Execution of Group Affidavit:

Mrs. Nugent requested of the Board approval of the 2021 BTMUA annual audit. The auditor provided no general comments or recommendations. The Authority received a clean unmodified opinion.

Motion to approve the 2021 BTMUA Audit & Execution of Group Affidavit: Jerome Bollettieri, second, Edward Cammarato. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Final approval Station Road Developers – 7 sfhs off Station Road:

Mrs. Nugent requested of the Board authorization for final approval for the Station Road Developers project which will consist of seven single family homes. The Authority Engineers have reviewed the project and recommends approval.

Motion to authorize final approval for the Station Road project: Samuel Cammarato, second, William McGrath. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Acceptance of LOC in lieu of surety & cash bond Elite Builders-Southern Blvd. 1 sfh:

Mrs. Nugent requested of the Board authorization to accept a Letter of Credit (LOC) in lieu of a surety and cash performance bond for the Elite Builders-Southern Blvd. project. This project consists of constructing one single family home. The LOC was reviewed and recommended by the Authority Attorney.

Motion to accept the LOC in lieu of surety and cash bond for the Elite Builders Blvd project: Samuel Cammarato, second, William McGrath. The motion was approved by voice vote. There were no "nay" votes. Motion Carried. Richard Elliott abstained.

Authorize Ocean First Agreements:

Mrs. Nugent requested of the Board authorization to execute the Ocean First agreements. The indemnification agreement will allow use of signature stamps. The remote services agreement will allow the Authority to scan checks into a new account.

Motion to authorize the Ocean First Agreements: Edward Cammarato, second, Jerome Bollettieri. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Assignment of Committee Positions:

Mrs. Nugent read the assigned committee positions and stated the first name referenced will be the Chairperson for that committee as follows:

- Engineering Committee: Jerome Bollettieri and William McGrath
- Personnel Committee: Samuel Cammarato and Michael Hale
- Safety Committee: Frederick Bekiarian and Richard Elliott
- Finance and Budget Committee: Edward Cammarato and Jerome Bollettieri
- Legal Committee: Michael Hale and Samuel Cammarato
- Buildings and Grounds Committee: William McGrath and Frederick Bekiarian

Motion to appoint committee positions: Edward Cammarato, second, Jerome Bollettieri. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Adoption of the Cash Management Plan:

Motion to authorize the 2023 Cash Management Plan: Samuel Cammarato, second, William McGrath. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Designation of TD Bank, Ocean First Bank and Lakeland Bank as Official Depositories:

Motion to authorize the designation of TD Bank, Ocean First Bank and Lakeland Bank as the 2023 official depositories for the Authority: Richard Elliott, second, Jerome Bollettieri. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Designation of Asbury Park Press, Star Ledger & Berkeley Times as official newspapers:

Motion to authorize the designation of the Asbury Park Press, the Star Ledger and the Berkeley Times as the 2023 official newspapers for the Authority: Richard Elliott, second, Edward Cammarato. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Transfer \$20,000.00 from BTMUA General Revenue Account to Renewal & Replacement Account:

Motion to authorize the transfer of \$20,000.00 from the TD Bank General Revenue account into the TD Bank Renewal & Replacement account. This is an annual budgeted item required by the bond documents: Richard Elliott, second, Samuel Cammarato. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Appointment of New Jersey Utility Authority Joint Insurance Fund (NJUAJIF) Representative:

Motion to appoint Frederick Bekiarian to serve as the NJUAJIF Representative. The Alternate representative will be served by Mrs. Nugent: Samuel Cammarato, second, Richard Elliott. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Mrs. Nugent stated the Authority solicited proposals for the professional appointments using the Fair and Open Process. The Request for Qualifications (RFQs) were requested and reviewed. The result from that review based on a predetermined criteria is the reappointment of all the current Authority professionals.

Mrs. Nugent stated the following resolutions will be presented as a consent agenda. The 2023 appointments were read into record:

Appointment of Authority Attorney:

The appointment of Authority Attorney to the law firm of Berry, Sahradnik, Kotzas, & Benson with the named professional being Mr. John Sahradnik. Mr. Bob Budesca is the direct representative to the Authority.

Appointment of Authority Bond Counsel:

The appointment of Authority Bond Counsel to the firm of Gluck Walrath with the named professional being Mr. Michael Gluck. Mr. James Fearon is the direct representative to the Authority.

Appointment of Employee Health Benefits Insurance Broker and Consultant:

The appointment of Authority Employee Health Benefits Insurance Broker and Consultant to the firm of Conner Strong & Buckelew, Inc. with the named professional being Mr. Scott Davenport.

Appointment of Authority Engineer:

The appointment of Authority Engineer to CME Associates with the named professional being Mr. Michael McClelland. Mr. Keith Chiaravallo is the direct representative to the Authority.

Appointment of Authority Labor Attorney:

The appointment of Authority Labor Attorney to the law firm of Dasti, Murphy, and McGuckin with the named professional being Mr. Christopher Koutsouris.

Appointment of Authority Risk Manager:

The appointment of Authority Risk Manager to the firm of the John Hill Agency with the named professional being Mr. J. Michael Hill.

Appointment of Authority Conflict Attorney:

The appointment of Authority Conflict Attorney to the law firm of Dasti, Murphy, and McGuckin with the named professional being Mr. Christopher Koutsouris.

Appointment of Authority Conflict Engineer:

The appointment of Authority Conflict Engineer to the Alaimo Group with the named professional being Mr. Kevin Snowden.

Motion to appoint the above listed Authority Professionals for 2023: Jerome Bollettieri, second, Edward Cammarato. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Hire Operational Employee:

Mrs. Nugent requested of the Board authorization to memorialize the hire of Jacob Fisher for the position of Utility Employee. The Personnel Committee had reviewed and approved the hire.

Motion to approve the hiring of Jacob Fisher for the position of Utility Employee: Samuel Cammarato, second, Jerome Bollettieri. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

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

**Engineer's Report:**

Phase VII Water System Improvements:

Ms. Binder stated the Plans and Specifications for the Phase VII project are at the NJDEP for review. Permit applications were submitted to the NJDOT for the water main installation along Route 9. The Construction Phase Services Agreement was submitted to the DEP which is a requirement to receive the Authorization to Advertise.

Northern Boulevard Tank Rehabilitation:

Ms. Binder stated the Plans and Specifications for the Northern Blvd. Tank rehabilitation are at the NJDEP for review. The Construction Phase Services Agreement will need to be authorized for the Authorization to Advertise for this project.

Solar Energy System Feasibility Study:

Ms. Binder stated the Authority continues to review solar options. The Board received confirmation the Authority will not be able to participate in the Township's solar project. That project is intended for low/moderate residents only. The Board discussed alternative options.

**Accountant's Report:**

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

Cash Position Report for January:

Total All Cash Fund Balance:	\$6,078,272.24
Total Restricted Balances:	\$3,403,220.76
Total Fund Available for Disbursement:	\$2,675,051.48

Mr. Waldron stated Holman, Frenia & Allison PC met with the Executive Director and the Authority Engineer to begin the preparation of the connection fee calculation and the five year rate study.

**Attorney's Report:**

No Report.

**Committee Report:**

Old Business:

The Board held a discussion regarding the residential water service line protection plan.

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

**Executive Session:**

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

Topics Discussed:

3% Hourly Salary Increase for Six Employees

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

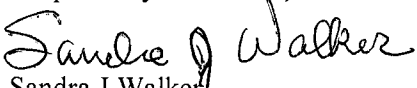
Motion to re-open public portion: Edward Cammarato, second, Samuel Cammarato. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Motion to approve 3% increase for six hourly employees: Samuel Cammarato, second, Edward Cammarato. The motion was approved by voice vote. There were no “nay” votes. Motion Carried. Richard Elliott abstained.

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

The meeting adjourned at 9:18 pm.

Respectfully Submitted,

  
Sandra J Walker  
Office Clerk

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