

2021 (2021-2022) ADOPTED BUDGET RESOLUTION

BERKELEY TOWNSHIP MUNICIPAL UTILITIES AUTHORITY AUTHORITY

FISCAL YEAR: FROM: Jan. 1, 2021 TO: Dec. 31, 2021

WHEREAS, the Annual Budget and Capital Budget/Program for the Berkeley Township Municipal Utilities Authority for the fiscal year beginning January 1, 2021 and ending, December 31, 2021 has been presented for adoption before the governing body of the Berkeley Township Municipal Utilities Authority at its open public meeting of October 22, 2020; and


WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 2,140,600, Total Appropriations, including any Accumulated Deficit if any, of \$2,566,534 and Total Unrestricted Net Position utilized of 425,934; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$2,018,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$218,000; and total debt authorization planned to be issued as funding thereof totaling \$1,800,000.

NOW, THEREFORE BE IT RESOLVED, by the governing body of Berkeley Township Municipal Utilities Authority, at an open public meeting held on December 17, 2020 that the Annual Budget and Capital Budget/Program of the Berkeley Township Municipal Utilities Authority for the fiscal year beginning, January 1, 2021 and ending, December 31, 2021 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.


(Chairman's Signature)

12/17/20
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Michael W. Hale, Chairman	X			
Jerome F. Bollettieri, Vice Chair	X			
Edward F. Cammarato, Secretary				X
Samuel J. Cammarato, Treasurer	X			
Richard W. Elliott, Commissioner				X
Lawrence J. Borio, Alt. Commissioner				X
William McGrath, Alt. Commissioner	X			

Resolution No: 2020-0039

**RESOLUTION OF THE
BERKELEY TOWNSHIP MUNICIPAL UTILITIES AUTHORITY,
TOWNSHIP OF BERKELEY, COUNTY OF OCEAN, STATE OF NEW JERSEY,
ESTABLISHING MEETING DATES FOR THE YEAR 2021**

WHEREAS, the Berkeley Township Municipal Utilities Authority (hereinafter referred to as the “Authority”) must publish and advertise its meeting dates for the year 2021 in accordance with the provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-6, et seq.;

NOW THEREFORE BE IT RESOLVED this 17th day of December, 2020, by the Berkeley Township Municipal Utilities Authority, County of Ocean, State of New Jersey, as follows:

1. Meetings of the Berkeley Township Municipal Utilities Authority for the year 2021 shall be held at 7:00 PM at the offices of the Authority located at 42 Station Road, Bayville, New Jersey on the following dates with the exception of the December 16, 2021 meeting which shall be held at 6:00 PM:

January	28,	2021	Regular & Caucus
February	25,	2021	Reorganization & Caucus
March	25,	2021	Regular & Caucus
April	22,	2021	Regular & Caucus
May	27,	2021	Regular & Caucus
June	24,	2021	Regular & Caucus
July	22,	2021	Regular & Caucus
August	26,	2021	Regular & Caucus
September	23,	2021	Regular & Caucus
October	28,	2021	Regular & Caucus
November	18,	2021	Regular & Caucus
December	16,	2021	Regular & Caucus
January	27,	2022	Regular & Caucus

2. The public may be present at all public meetings and formal action may be taken at all meetings.

3. The dates, time and location of all meetings shall be published and posted in accordance with the requirements of N.J.S.A. 10:4-7, et seq.

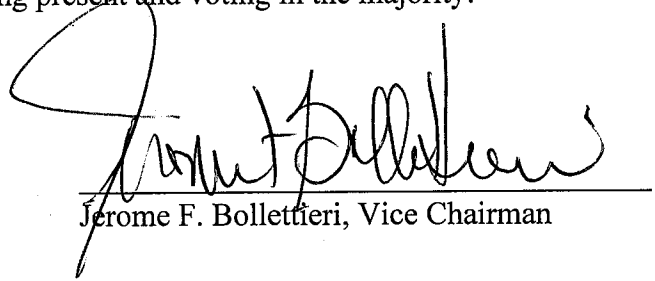
BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be forwarded

by the Executive Director to the following:

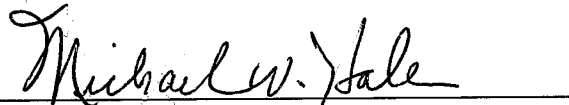
- a. Honorable Michael W. Hale, Chairperson;
- b. The Municipal Clerk of the Township of Berkeley; and
- c. Berry, Sahradnik, Kotzas & Benson.

CERTIFICATION

I certify that the foregoing Resolution was duly adopted by the Berkeley Township Municipal Utilities Authority, County of Ocean, State of New Jersey at a regular meeting held on the 17th day of December, 2020, a quorum being present and voting in the majority.



Jerome F. Bollettieri, Vice Chairman



Michael W. Hale, Authority Chairperson

Prepared by:
BERRY, SAHRADNIK, KOTZAS & BENSON
212 Hooper Avenue
P.O. Box 757
Toms River, New Jersey 08753

RESOLUTION NO. 0040 - 2020

**RESOLUTION OF THE
BERKELEY TOWNSHIP MUNICIPAL UTILITIES AUTHORITY,
TOWNSHIP OF BERKELEY, COUNTY OF OCEAN, STATE OF NJ,
AUTHORIZING FINAL APPROVAL AND ACCEPTANCE OF A
PERFORMANCE BOND FOR
PINE CREST, BUNNELL AVENUE, BLOCK 370, LOTS 6-7, 8-10, 11-13**

WHEREAS, the Applicant is proposing to construct 3 single family homes located on the referenced property; and

WHEREAS, it is the requirement of the Developer to connect to the Authority's water system; and

WHEREAS, the Applicant is proposing to extend 153 LF of water main to the existing main located on Bunnell Avenue North; and

WHEREAS, Applicant is required, in accord with the Authority's Consulting Engineer's letter of December 16, 2020, to provide sufficient performance guarantees in the total amount of \$33,777.00 with \$30,399.30 representing the 90% bond portion and \$3,377.70 representing the 10% cash portion to guarantee construction of the improvements described in the application; and

WHEREAS, a performance bond has been presented for review and meets the requirements set forth in the Authority's Consulting Engineer's letter of December 16, 2020;

NOW THEREFORE BE IT RESOLVED this 17th day of December, 2020, by the Berkeley Township Municipal Utilities Authority as follows:

1. The Authority hereby approves the performance bond as submitted by Pine Crest/Bunnell Avenue which bond is attached hereto and made a part hereof as **Exhibit "A"**.
2. The Authority approves the posting of a cash deposit in the amount of \$3,377.70 by Pine Crest/Bunnell Avenue representing the 10% cash portion of the performance bond.

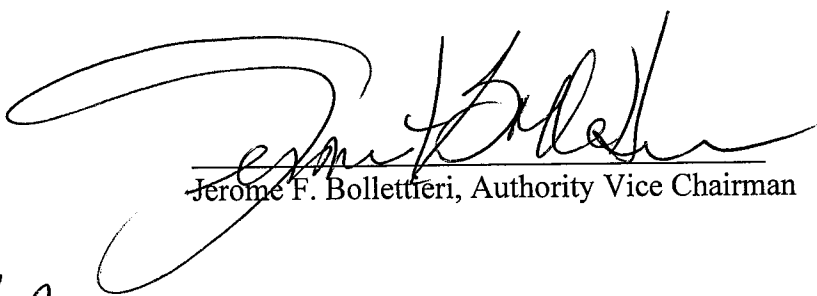
3. This approval is contingent upon review of the Authority's Engineering Committee.
4. The Authority hereby authorizes and directs the Chairperson, Secretary and Executive Director to execute any and all necessary documents in order to implement the intent of this Resolution.

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be forwarded by the Executive Director to the following:

- a. Honorable Michael W. Hale, Chairperson;
- b. The Municipal Clerk of the Township of Berkeley;
- c. CME Associates;
- d. Pine Crest/Bunnell Avenue; and
- e. Berry, Sahradnik, Kotzas & Benson.

CERTIFICATION

I certify that the foregoing Resolution was duly adopted by the Berkeley Township Municipal Utilities Authority, County of Ocean, State of New Jersey at a regular meeting held on the 17th day of December 2020, a quorum being present and voting in the majority.



Jerome F. Bollettieri, Authority Vice Chairman



Michael W. Hale, Authority Chairperson

Prepared by:
BERRY, SAHRADNIK, KOTZAS & BENSON
212 Hooper Avenue
P.O. Box 757
Toms River, New Jersey 08753

RESOLUTION NO. 0041 -2020

**RESOLUTION OF THE BERKELEY TOWNSHIP MUNICIPAL UTILITIES
AUTHORITY, COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING THE ADOPTION OF A
REVISED EMPLOYEE MANUAL**

WHEREAS, the Berkeley Township Municipal Utilities Authority (hereinafter referred to as the “Authority”) in accord with appropriate regulations has a detailed Employee Manual in place; and

WHEREAS, for its own purposes, it is appropriate to review and revise said Employee Manual on a periodic basis; and

WHEREAS, the Authority as a member of the New Jersey Utility Authority Joint Insurance Fund (NJUAJIF) is required to perform a bi-annual review of said Employee Manual; and

WHEREAS, the Employee Manual has been reviewed and modified by the Executive Director as well as members of the Authority; and

WHEREAS, it is the desire of the Authority to adopt the updated version of the Employee Manual that is in accord with Authority practices and in compliance with NJUAJIF requirements;

NOW, THEREFORE, BE IT RESOLVED, this 17th day of December, 2020, by the Berkeley Township Municipal Utilities Authority, County of Ocean, State of New Jersey, as follows:

1. The Authority accepts the revisions and updates to the Employee Manual.
2. The revised and updated Employee Manual shall be effective as of the date of this Resolution.


3. The Authority hereby authorizes and directs the Chairperson, Secretary, Executive Director and Authority Attorney to execute any and all necessary documents in order to implement the intent of this Resolution.

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be forwarded by the Executive Director to the following:

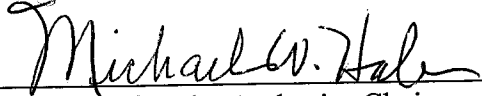
- a. Honorable Michael W. Hale, Chairperson;
- b. The Municipal Clerk of the Township of Berkeley; and
- c. Berry, Sahradnik, Kotzas & Benson.

CERTIFICATION

I certify that the foregoing Resolution was duly adopted by the Berkeley Township Municipal Utilities Authority, County of Ocean, State of New Jersey at a regular meeting held on the 17th day of December 2020, a quorum being present and voting in the majority.



Edward F. Cammarato, Authority Secretary



Michael W. Hale, Authority Chairperson

Prepared by:

BERRY, SAHRADNIK, KOTZAS & BENSON
212 Hooper Avenue
P.O. Box 757
Toms River, New Jersey 08753

RESOLUTION NO. 0042 -2020

**RESOLUTION OF THE BERKELEY TOWNSHIP MUNICIPAL UTILITIES
AUTHORITY, COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING THE HIRING OF AN EMPLOYEE
AS A UTILITY WORKER**

WHEREAS, the Berkeley Township Municipal Utilities Authority (hereinafter referred to as the “Authority”) is in need of hiring an employee as a utility worker due to the workload of the Authority; and

WHEREAS, the Authority by Resolution 2020-33, dated September 24, 2020, previously hired Ethan Elliott as a temporary employee as a utility worker; and

WHEREAS, the Authority’s Chief of Operations, Brian Blair, has advised that Ethan Elliott has performed all job requirements in a satisfactory fashion since his employment with the Authority;

NOW, THEREFORE, BE IT RESOLVED, this 17th day of December, 2020, by the Berkeley Township Municipal Utilities Authority, County of Ocean, State of New Jersey, as follows:

1. That the Authority hereby authorizes the employment of Ethan Elliott as a utility worker on a full time permanent basis at the rate of \$14.00 per hour.
2. Ethan Elliott will be eligible to receive all benefits in accord with the rules and regulations of the Authority.
3. The Executive Director shall provide a performance evaluation to the Personnel Committee on or about the completion of Ethan Elliott’s three month probationary period. If the Personnel Committee receives a favorable evaluation regarding the progress of Ethan Elliott, the Authority authorizes a fifty cent (\$0.50) per hour increase be granted.

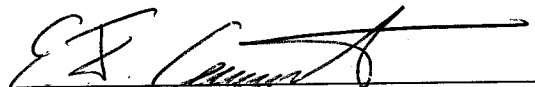
4. The Authority hereby authorizes and directs the Chairperson, Secretary and Executive Director to execute any and all necessary documents in order to implement the intent of this Resolution.


BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be forwarded by the Executive Director to the following:

- a. Honorable Michael W. Hale, Chairperson;
- b. The Municipal Clerk of the Township of Berkeley; and
- c. Berry, Sahradnik, Kotzas & Benson.

CERTIFICATION

I certify that the foregoing Resolution was duly adopted by the Berkeley Township Municipal Utilities Authority, County of Ocean, State of New Jersey at a regular meeting held on the 17th day of December 2020, a quorum being present and voting in the majority.


Edward F. Cammarato, Authority Secretary


Michael W. Hale, Authority Chairperson

Prepared by:
BERRY, SAHRADNIK, KOTZAS & BENSON
212 Hooper Avenue
P.O. Box 757
Toms River, New Jersey 08753

RESOLUTION NO. 0043 - 2020

**RESOLUTION OF THE
BERKELEY TOWNSHIP MUNICIPAL UTILITIES AUTHORITY,
TOWNSHIP OF BERKELEY, COUNTY OF OCEAN, STATE OF NJ
AUTHORIZING INCREASE OF EMPLOYEES' SALARIES**

WHEREAS, the Berkeley Township Municipal Utilities Authority (hereinafter "Authority") and its Personnel Committee have reviewed the performance of hourly employees of the Authority; and

WHEREAS, based upon this review, the Personnel Committee and Executive Director have recommended that all employees receive a 3% pay increase effective January 1, 2021; and

WHEREAS, after emerging from Executive Session on December 17, 2020, the Authority voted to approve the recommendation of the Executive Director and Personnel Committee authorizing a 3% pay increase for hourly workers;

NOW THEREFORE BE IT RESOLVED this 17th day of December, 2020, by the Berkeley Township Municipal Utilities Authority as follows:

1. This resolution shall memorialize the vote taken by the Authority on December 17, 2020 approving the recommendation of the Personnel Committee and Executive Director providing for employee salary increases of 3% effective January 1, 2021.
2. The following employees shall be paid at the referenced hourly rate which incorporates a 3% increase in pay from their pay status for the calendar year of 2020:

Lori LeFaucheur	\$19.98
Sandra Walker	\$20.90
Deborah DelConte	\$25.63
Kyle Burton	\$17.51
Michael Middleton	\$25.87
Carl Roth	\$32.48

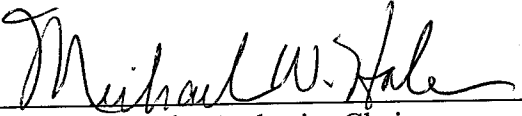
3. All employees referenced in this resolution shall continue to be eligible for overtime pay.
4. The Authority hereby authorizes and directs the Chairperson, Secretary and Executive Director to execute any and all necessary documents in order to implement the intent of this Resolution.

CERTIFICATION

I certify that the foregoing Resolution was duly adopted by the Berkeley Township Municipal Utilities Authority, County of Ocean, State of New Jersey at a regular meeting held on the 17th day of December, 2020, a quorum being present and voting in the majority.



Edward F. Cammarato, Authority Secretary



Michael W. Hale, Authority Chairperson

Prepared by:
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