

Minutes of a PUBLIC MEETING of
The Brick Township Municipal Utilities Authority Held on
February 28, 2011 beginning at 6:00 p.m.

1. SALUTE TO THE FLAG OF THE UNITED STATES OF AMERICA

Chairman Veni announced, "To all our guests, we have a new digital recording system. After the meeting that will be burned to a CD so that we have a record at all times so there can't be any changes made to it. Marie is going to type the minutes so everyone can read them."

Comm. Cartine asked, "Does that mean Mr. Chairman that we have done away with the court reporter?"

Chairman Veni replied affirmatively.

Comm. Cartine asked, "How much money are we going to save by doing that?"

Director Lacey replied, "It depends on how long the meeting is because she charges by the page, but generally it is between four and five hundred dollars. She will be here for the Rate Hearing because we are obligated to do that by statute."

2. CHAIRMAN'S OPENING STATEMENT

Chairman Veni called the meeting to order and read the following statement: "*This meeting is being conducted pursuant to the Open Public Meetings Act, being Chapter 231 of the Laws of 1975. In accordance with the requirements of this law, a Meeting Notice was published on February 3, 2011 in the Asbury Park Press. Similar Notice was given to the Clerk of the Township of Brick and placed on the bulletin board maintained for this purpose by the Authority.*"

3. ROLL CALL

Joseph Buttacavoli, DMD:	Present
Allan E. Cartine:	Present
John A. Catalano:	Present
Patrick L. Bottazzi:	Absent
John Ciocco:	Arrived at 6:46 p.m.
Edward J. McBride:	Present
Joseph M. Veni, PE:	Present

Staff & Consultants Present

James F. Lacey, CPWM, Executive Director
Frank Planko, CFO
Joseph Maggio, PE, Director of Water Quality

Frank Pannucci, Jr., Director of Customer Accounts
Scott Bundy, Director of Central Services
Marie Sylvester, Executive Supervisor
Jerry Dasti, Esq., Authority General Counsel
John S. Truhan, PE, Authority Consulting Engineer
Frank B. Holman, Authority Auditor

Chairman Veni stated, "For the public who are in attendance, I believe all the directors already know, we have a new format and it is called Directors Reports and I will open it up to Mr. Jim Lacey our Executive Director."

4. Directors' Reports

a. James F. Lacey, CPWM, Executive Director

Mr. Lacey stated, "Thank you Mr. Chairman. I don't know if there is a questions on the report I submitted. The OCUA Certification of 2011 Annual Charge, Director Planko calculated what our budget is going to be and we allow for that. We have our Annual Rate Hearing next month. I have been in touch with Trinity Baptist Church as directed by Commissioner Catalano and they are going to get back to us. We have the Anti-Harassment policy updated and approved by Jim Holzapfel and Jerry Dasti. That is on for tonight. The NJDEP Big 25 meeting is coming up this week. We are considered one of the top 25 water utilities in the state. They are going to have an annual meeting and we are invited to that. I am going to try to attend that along with Steve Specht, Director Maggio and Rob Karl. We have some customer account reconciliations. Traders Cove, I know they had a pre-construction meeting because they had some bids come in. Phase one really doesn't have anything to do with water or sewer right now. Steve Specht attended the meeting at the town hall and there was really nothing for us to be involved in at this time. The whole project has changed somewhat due to costs and the way they are going to do it. We have the Annul Bid for road patch material and that is going to be on the Engineering agenda. We asked on number 13 to reject the chemical bids on the Lime Slurry and certainly I think Mr. Maggio will elaborate on that. Then there is an authorization to enter into a shared services agreement with the Township of Brick for water replacement on Glenwood Avenue and Glenwood Place. There is a coagulant study and I think Director Maggio can handle that when we get to his report. We have the Green Fair that we have been invited to partake in and Director Maggio will talk to you about that. There is a request to use the Reservoir and the Chairman has asked me to draft up a policy for college tuition reimbursement. Basically, before it was a pretty open policy. Now unless we direct the people to go to it and it's a course that we feel they absolutely have to have, and it may be beneficial we will pay for it. It will be limited to \$1000 per semester and will be on a sliding scale. If you get an A, it will be 100% reimbursement or \$1000. If you get a B it's 80% or \$800, and if you get a C it's 60% or \$600. If you get less than that we don't reimburse you at all. Personnel will be discussed in exempt session. It will be the QPA position and Payroll Human Resource Coordinator promotion. And I think that is pretty much it Mr. Chairman."

Chairman Veni asked if any of the commissioners have any questions of the Executive Director.

Comm. Cartine stated, "I do have a suggestion if you will. Every month I read through a ton of paper to get myself up for this meeting as every other commissioner does. When I read your report director what I am doing is reading a summary of everybody else's report and I don't need to read all that over again. It is a lot of paper and redundancy. I would suggest that basically your position and your

report should be limited to your accomplishment and your specific model of directing the MUA rather than to take summaries of the reports issued by all of the directors. For instance a whole page is given to Director Panucci's report on reimbursements. I don't need to read that twice. I am making that suggestion. I don't know I haven't spoken to any of the commissioners, but I certainly think we can reduce some of the redundancy. Unless you feel that something should be emphasized, that something is so important in a particular director's report should be reported on by you. It is a suggestion that I have for future reports. I think also for all the other directors, we must spend an awful lot of time and I'm talking about the Engineering report and the Water Quality Report, other than Director Pannucci's report which is very concise, it's a lot of paper and it's got to be a lot of work for the various secretaries to get all those specific details on paper. I think that when we have a question on a report we then can get amplification on what is on that report by asking questions. So again that is my suggestion and I don't know if anyone else agrees with me, but that is what I would like to see in the future."

Director Lacey replied, "Commissioner, I will just answer one thing for you. It's funny that you brought this up because I just had this discussion with the directors about our reports, and how some of them are redundant. We talked about how we can better do it, and cut back so that I am not reporting on what they are doing. Maybe I report on what they are doing and maybe they have a summary and we would do it once. This is a new format tonight but we have discussed it and we are conscious of it."

Comm. Cartine stated, "Well terrific. You read my mind. But I would certainly like to see that advance. I would like to hear from some of the other commissioners on this to see if they have an opposing opinion on that."

Comm. Catalano asked, "When you talk about the directors, what are you suggesting - that they just supply a quick summary or not so detailed?"

Comm. Cartine stated, "I think there is a lot of detail. I think that is why we have our committees that meet on a monthly basis. You and I and anyone else who is the head of that committee will have the answers and will be able to provide any information on that report. Thanks to our Chairman we now have a format that will allow for that to happen."

Comm. Buttacavoli stated, "Certain things like Joe's report, even in our Construction Committee, I sometimes don't understand what he is talking about. I think it is good to have it written out in as much detail as possible when you are talking about water quality, so if we have a question it is answered before we even get here. Certain other things maybe not, but there is a lot in Joe's report that we go through very quickly unless we detail and ask it so I don't mind having to go through his because it kind of refreshes me, but the others I would like to cut back. I agree that the Executive director's report should be just a brief summary."

Comm. Cartine stated, "I think that the most strenuous report that I have to read through is Steve Specht's engineering report because that is a book. Again, we have committees that will meet with Specht on specific areas of our immediate concern. I think maybe if the directors feel that they need to post that material and have it archived for all intents and purposes it could be done that way, but unless we ask those specific questions I don't know whether it is required. But you are working on it Mr. Director and I expect that basically we will have it streamlined. I also want to say that I think there is a lot of secretarial work that goes into this, and I don't know how it works, whether Director Maggio or any of the other Directors, anyone whether they have the time or the personnel for people to sit down and spend what I think is several hours to put them together, copying and putting them together."

Comm. McBride stated, "I concur 100% with everyone. I just think they don't want to fall into the trap of damned if I do, and damned if I don't. I'm sure the directors feel pressure to fully reveal everything they are doing, so as long as the commissioners keep that in mind that if there is something that is abbreviated that they have the right to come forward and ask for more information."

b. Stephen T. Specht, PE, Director of Engineering

Chairman Veni asked Director Lacey if we received the permits for the new wall in the Customer Accounts area. Director Lacey replied, "I don't know that Mr. Chairman. My understanding is that we were supposed to get them last week."

Director Bundy advised that we did receive the permits.

Director Lacey stated, "Also Mr. Chairman I would like the Board to know that we did receive the permit for the ASR Well. Steve wanted me to mention that. And they were issued a notice to proceed and I think they are going to try to set the drilling rig up tomorrow."

Chairman Veni stated, "You mentioned last week that you are going to try to have someone take photographs."

Director Lacey replied, "Yes. They don't have it up and certainly they will be drilling for six weeks and we will be able to do either a ground breaking or a ribbon cutting."

Comm. Cartine stated, "In my meeting with Director Maggio, we did discuss a ribbon cutting and picture taking ceremony and publicity release because it is an addition to our water supply, and very positive for Brick township. I think the Chairman and Commissioners who want to be in that photo with the shovel in the ground, it would be a very appropriate thing to do. And we should be notified on the day we start that drilling process."

Director Lacey stated, "I don't know the exact time yet but I will let you know when we do."

c. Frank Planko, Chief Financial Officer

Director Planko stated, "Just a couple of updates for the Board. The first has to do with the upcoming 2010/2011 budget. As the board recalls, I did a presentation on the budget back at our December meeting. The resolutions were approved at that January 24th meeting, and subsequently those budgets and forms were sent to the State for approval. The DLGS approved our budget back on February 7th. The next step we have is preparing the budget books that I will forward to the commissioners, and adopting of the resolutions at the March 28th meeting. As a rate update, our Annual Rate Hearing is March 28th at 6:00 p.m. I am prepared to do a ten to fifteen minute presentation for that meeting. Last, I just want to mention two things about OCUA. The new rate was in fact built into our budget for 2010/2011. when Comm. Cartine reviews the Bill Resolution, our operating vouchers are \$2.3 million this month, but \$1.9 of that is for OCUA so we will see a rather high Bill Resolution for operating expenses."

d. Joseph Maggio, PE, Director of Water Quality

Director Maggio stated, "In addition to our normal operation of the water treatment plant, where all water quality standards were met for the month, and water supply wasn't interrupted, I will go over some of the items in my report that were not agenda items. During January we made progress with our Alternative Coagulant Study. We reviewed Alum and ACH operating data and found that ACH works as well as Alum at doses of one half of what we would normally add for Alum. On February 4th because the data that we saw from the preliminary study was very positive and satisfactory, we moved to Phase II of our pilot study and started using ACH for coagulation through the entire plant, and will be collecting and reviewing operating and chemical usage data going forward. The Watershed Management Plan as you know is a very large project. They are working on funding of a \$660,000 grant from NJ DEP. Work is moving forward working on the plan and we have been working with our engineer to finalize the draft technical analysis and stream visual assessment plans. These are now with the project steering committee and we expect the committee will meet and finalize reports on March 9th. Once those reports are finalized they will be open for general public review which is basically the attendees at our kick off meeting. Local and county officials. We are expecting a final draft for public review and comment. One last thing, as Director Lacey mentioned, on our lime Slurry inhibitor bid, there were some problems discovered after the resolution awarding the contract was approved. I met with our attorney, and this time what we are going to do is our attorney is sending out a letter to the low bidder and informing them that we have not received a signed contract back from them yet. Also that we have indications that the product they were intending to supply us may not meet our technical specifications, but that we expect that they will be supplying us with a chemical that does meet those specifications. Our attorney may want to elaborate, but we are putting them on notice that their initial chemical was not acceptable."

Comm. Catalano asked, "Joe when we had our first Watershed meeting you talked about an investigation that we are doing for DEP of a water problem, and I just wondered if you could give us a little information on that."

Director Maggio replied, "DEP did a sample study of water purveyors around the state for a chemical compound called PFOA (per floral acid). It is not a regulated compound. It is one that they would like to regulate. They found that at our intake, which is the water in the Metedeconk River that is going into the plant, not the water leaving the plant, we had what they considered high levels of PFOA. Of course, water quality is our highest priority and we became very alarmed at that and contacted DEP. Right now we are working with them, and they want to work with us to give us a \$100,000 grant to sample the watershed to locate the source of the PFOA because they are pretty confident that we will be able to geographically locate a source that can be stopped as opposed to changing our treating process if this does become a regulated contaminant. We did a first round of sampling outside of the grant through our own due diligence. We really narrowed down the source of this contamination to the South Branch of the Metedeconk River and it is probably located on the Route 88 corridor just towards the Lakewood car dealerships and Lakewood Industrial Park. So it seems like at the early stage we have isolated the source to that area. We will do future sampling events which will narrow down where the potential sources are."

Comm. Cartine asked, "This is just a request for information from your department. What I'd like to know is, I know how important it is to consistently test our water quality, but I have no idea how much testing we do. I'd like you to put together something simple telling me what kind of testing you

do, specifically for what chemicals and how many tests that is, and how often we test for those particular contaminants and what is required by us with the DEP as to how often we have to administer these tests. I think it's very simple. No hurry - have it for me by our next committee meeting."

e. Scott Bundy, Director of Central Services

Director Bundy stated, "I had one item I wanted to bring to your attention which is a request to use the Reservoir from an organization called Thousand Points of Light. They want to do a cancer awareness and fundraising walk and that is on the agenda for approval. Other than that there are a lot of small items in my report, and if you have any questions I will be more than willing to answer those."

Chairman Veni asked, "When Steve called me you were going to give a little report on the security wall and when we are planning to start and if the items came in."

Director Bundy stated, "I couldn't possibly answer those questions because I really have no involvement with it."

Chairman Veni stated, "I thought Dan was doing all the ordering."

Director Bundy replied, "He has been getting direction from Helen and Steve on that."

Director Lacey stated, "Mr. Chairman I do have something from Steve on the lobby upgrades. The building permit has been received and the bullet resistant material fiber glass sheets will be delivered this week. Dan Reilley met with Customer Accounts last Friday and is providing them an update of when they are going to start tearing it down."

Chairman Veni asked Mr. Bundy to find out the actual start date and let him know when we are going to start.

Chairman Veni stated, "When I talked to Steve he felt it was going to be delivered this Thursday and that we would start Friday at four p.m. If that is the case then we can work on the weekend and you will be arranging it so that the people that would normally work during the week would work Saturday and Sunday and have off Monday and Tuesday. That's what I heard. If you can confirm that it would be great and if we are going to start this weekend I guess Frank you will have to start moving your people into that room. With three now maybe you need to put one out in front to direct customers to where they are collecting cash.

Chairman Veni asked Director Bundy, "Do you have anything in the way of vehicles as far as what you will be using this year?"

Director Bundy replied, "Yes it was in the budget?"

Chairman Veni replied, "Yes I saw that but do you know how many vehicles or do you just have a dollar value?"

Director Bundy replied, "There was a description of vehicles also but I don't have that with me right now."

Comm. Buttacavoli stated, "You have four of them on here. Two Ford Vans and two Chevy Luminas. It says remaining on the list so we didn't get them yet?"

Director Bundy replied, "No we didn't get them yet, but for 2011/2012 budget, yes there were vehicles there. We are hoping to get those vehicles soon in the 10/11 budget."

Director Planko stated, "Mr. Chairman for the transportation budget for Scott's 11/12 is \$226,000, but I don't have a notation here of how many vehicles it includes."

Director Bundy advised he would have that for the next meeting.

f. Frank Pannucci, Jr., Director of Customer Accounts

Director Pannucci advised, "On our reconciliations, we are pulling Item a. Someone today brought something to my attention at the last minute so I need to look at that one again. Outside of the day to operations, the biggest thing we are doing right now, which consumes us is participating in the annual Township Tax Sale. I am proud to say it is going pretty well. Today was the deadline to pay before you could advertise and still have until April 5th to pay. This time last year we had just over 900 to advertise, this year we gave them 449 and that is down from 6,000 delinquents at the end of year which included xmas bills which people always come up with at the last minute. All because of the hard work the staff does in the office, collections, phone calls and making sure we give people every opportunity not to be put on the list."

Chairman Veni asked Director Pannucci how we are doing with Edmunds system.

Director Pannucci replied, "As of right now Edmunds built a bridge going into the Solomon which is a completely different system and as soon as Finance is ready and everything is squared away, our IT department has to write their code. Edmunds came up with a program on their own to connect the two systems."

Chairman Veni asked Director Planko if his department is ready to hook up.

Director Planko advised, "Well just to give a little background on this when we used to have FoxPro there was a bridge between FoxPro and Solomon. Solomon was subsequently taken over by Microsoft, and now it is called Dynamics SL. We are trying to integrate that with Edmunds. We have been working with Allan Foster and Director Pannucci to accomplish that. So we are on our way to success. I hope within a month or two we will be set with it. It's not that we haven't been deriving numbers, but we want to fine tune and transition that bridge. We have still been getting numbers where I can do most of my financials, but we want to fine tune it and move it across by bridge."

Chairman Veni stated, "For the other commissioners maybe we want to tell them what the system is about and why we are going to this new system."

Comm. Catalano asked why we all don't have the same system.

Director Planko replied, "When I came here in the late 1990's, we had a FoxPro system and it was not capable of doing monthly financial reports. One of the things I was brought here to do was to give the Township and the Board reports on a monthly basis. So I looked at several modules and I

'brought on the Solomon modules. With that our intention was to eliminate the FoxPro system, which is primarily inventory related. Two years ago I also brought the Solomon inventory module and we moved away from the FoxPro inventory system which is no longer state of the art. One of the directives of Customer Accounts was to go out and get a new billing system and through Frank Pannucci's investigations he found that Edmunds would be a good system. I know a lot of people that use Edmunds so now we feel that what we have is the best billing system Edmunds, and we have a Microsoft product Dynamics SL, but just like any systems there are bugs in integrating them and that is really what we are working on now."

Director Lacey added, "Part of the problem was also that we had an IBM AS400. IBM had told Director Pannucci that they would no longer support the software, also that we couldn't get parts. I think we had it here for 20 plus years and it was ten year old technology when we got it. We were on our own so we were forced to do that and because of that trying to get two systems together, which I think, we will. But because of that a bridge has to be built and like Mr. Plank said we need to fine tune it so that we are sure to get what we want."

Chairman Veni stated, "That does it for our director's reports. The reason I have this new format is so that all of the commissioners can understand what each department is doing and maybe next month you can give us what your goals for 2011 will be and what you have actually completed and get a feel for all the different projects that everyone is doing here. We will now go to our commissioners committee reports."

5. Commissioner Committee Reports

a. Construction, Buildings & Grounds Committee

Comm. Buttacavoli stated that we cover a lot in this meeting and he is not sure what Chairman Veni would like him to report on. Chairman Veni replied anything that is not on the developer applications such as the security wall, or anything that was brought up at the last meeting. Comm. Buttacavoli expressed that we already covered that and there is not much more to say. "In case you didn't know we are trying to put a security wall up in the front to protect the employees who are sitting up there. We felt that it would be a good thing to have that in place to protect the staff. Everything will be bullet resistant, the walls and the glass. I'd rather be safe than say we should have done something should anything every happen," Comm. Buttacavoli stated.

Chairman Veni stated, "The Construction Committee really worked hard on this the past two years and I'm glad it is finally coming to a point where everything is coming together. I'm going to skip down to the Hazmat Committee, because I understand Dominick Brando is going to say a few words about this."

b. Finance Committee

Comm. Catalano stated, "Finance and Rate Committee, we combined the meeting on February 4th. At that meeting was Mr. Holman, Mr. Planko, Mr. Pannucci, Comm. Buttacavoli, Director Lacey and myself. I wanted to hear where we were financially and if there are any projects going, and bring everyone on board so we are on the same page. Mr. Planko had three subjects that he thought we should talk about. One was the 2011 budget. The other was our new cost of service study that Mr. Holman has

done, and also Point Pleasant is a little in arrears on bulk water payment. What I would like to do first is just ask Director Lacey, I know you sent a letter to Point, have we received any response from them?"

Director Lacey responded, "As of this afternoon I don't think we have."

Director Planko stated, "I know I sent an email to the Chairman and Director Lacey, we are still waiting for the PO for those three outstanding invoices in the amount of \$126,000 if I am not mistaken."

Comm. Cartine asked if they are disputing the bill. Director Lacey replied that they are not and it is more of a calendar year problem.

Comm. Catalano asked Mr. Holman, "If they are paying current invoices, can they pay back at the same time? You were going to check into that."

Mr. Holman replied, "They can and I did check with my partner. They have had a lot of turnover there. I think they had three CFO's last year and I've been told the books aren't in the best shape. I'm thinking this may be the biggest problem. They are just not sure what their position. I understand they are working on getting it up to speed, but I think that may be why we are not getting paid."

Chairman Veni stated, "I was told that they had the money and that they sent a check out and that was why I asked the director if we received the check. When I advised that person that we did not receive the check, they scratched their head and said they would get back to me, but as of this date they have not."

Mr. Planko stated, "Just to make it clear, we did receive a check from them but it was from a later billing that they paid us, not from the earlier billings. So the three older billings are outstanding. And also on the topic of bulk, the Beach is paying on a regular basis. There is no issue there with the Beach."

Comm Catalano continued, "Mr. Planko talked about our 2011 budget. We are right on track."

Mr. Planko stated, "By the time we had our meeting, I mentioned to the committee that the Department of Local Government Service was reviewing it and they approved it on February 7th."

Comm. Catalano stated, "And the last thing was our Cost of Services study that Mr. Holman prepared. Mr. Holman if you can just bring us up to speed on that."

Mr. Holman stated, "The main recommendation that we have out of the cost of services study is that commercial customer pay the same as residential customers. Right now there is an allowance that commercial customers are allowed to pay 10,000 gallons whether they use that or not. We think that is unfair. When we studied the cost of both departments there is no difference between a commercial and residential. We really can't support that from a cost perspective. So we are recommending that the commissioners address that at next month's rate hearing. Also, on the lawn watering side, because we don't charge a fix charge, we find that we don't recover all of our costs there, or at least we don't recover as much cost as we do in other areas. We are recommending that maybe we take a look at that rate and maybe put a two tier rate in lawn watering. Maybe those customers that use up to 10,000 per quarter say would pay one rate, but for those who want more there is more of a demand on our system

so maybe the commissioners want to consider that. Lastly, miscellaneous charges. We just talked to your department heads here and updated the cost of things like meter installation, call out charges, and we think some things called for an increase due to inflation over the past few years. Director Bundy was very helpful with that. There is a long list of things that we think need adjustment that the commissioners should consider at the Rate Hearing as well.”

Comm. Cartine asked Mr. Holman, “If we adjust our commercial rates is it going to be passed onto the residential rate payers?”

Mr. Holman replied, “If you make this adjustment there will be a loss of revenue to the Authority. We estimate that to be about \$135,000 on the water side, and \$86,000 on the sewer side. It would not be made up by one customer class, but certainly the revenues of all our customer classes will make up for that. Mr. Planko and I had a discussion about that and we believe our rate stabilization account can absorb that loss, at least on a temporary basis without causing a rate increase.”

Mr. Planko added, “That would be correct. This issue that we talked about is something that I looked at as far back as 2007 converting our commercial customers to consumption base. It is just what Mr. Holman is looking at, a little over \$ 200,000, but I think the importance of converting these customers to consumption base far outweighs the little loss that we are going to see in revenues. If we do have a loss in the revenue in fiscal year 2011/2012, we could subsidize that loss with a draw from the rate maintenance account. That is what we set it up for. For situations like this. The following year I will set it so everyone pays their fair share and bring the revenues up to what is called revenue neutrality to make up for those lost revenues. That is what I would suggest to the board and most certainly that we move with this issue of having everyone pay on a consumption based rate schedule.”

Comm. Cartine stated, “I want to be very specific, that money that we loose will not be added to the residential customers rate until possibly a year later when it is shared by all customers. Is that correct?”

Director Planko stated, “That is exactly right Comm. Cartine. I don’t believe you were here for my budget presentation, but the 3.9% increase on the water side, and 4% on the sewer has to do with basically two issues - the increase in our operating expenses and the reduction that we have in investment income.”

Comm. Cartine stated, “I think it is best that we emphasize that so misinformation isn’t gotten out there that we are giving a break to commercial customers and residential customers are going to pick up the tab. That has to be very specific. we should be prepared to explain. Our rates for lawn watering, you say we are not recovering the amount of money that we should. Why is that?”

Mr. Holman stated, “The cost of services study, the idea is to assign our infrastructure cost to each customer class. Usually you start with that fixed charge to get the hardware to the particular residents. So what we do with lawn watering is there is a residents charge, but some of the lawn watering is at pretty high consumptions and there isn’t any ready to service charge. It is strictly a per gallon amount similar to what they would pay on a per gallon amount for water. So when I mention that hardware charge you are really encouraging lawn water use. It really becomes the question are we looking to conserve and not increase our future infrastructure cost? {perhaps maybe you can set an amount for lawn watering that is necessary and then you would have those excess amounts. Those customers that decided to run it in excess.”

Comm. Cartine stated, "So basically those people that are abusing the privilege would be paying more."

Mr. Holman continued, "The final part of the cost of service study, we did find that our minimum charge on sewer is probably higher than it should be. We all know that whatever change you make there will affect families on the other side. So we think that we have heard at some meetings in the past there were seniors who said that fix charge is too high. I want more per gallon charge so we have simply presented that to the Finance Committee. So far there is not a lot of momentum to start flipping that right now, but the cost of service study does bear that out. We are charging a minimum charge for sewer customers that is higher than what the service charges should be so we think there is a point there that we should look at down the road."

Comm. Catalano asked, "When we talk about someone who has five six stores, or four or five apartments and one meter, didn't you talk about doing something with that?"

Mr. Holman replied, "Yes we did. We talked about over the years different developments came in at different times, and our metering is not uniform throughout the town. We do have situations still where there is a master meter and it gets divided among the customers. The fairness there is that each unit should be an EDU, a cost measurement and we shouldn't be taking one fixed ready to service charge and spreading it among four or five users. The answer there is it's easy to say that everybody should have a meter and be charged uniformly. So over time that is what we want to try to accomplish but sometimes it is impossible."

Director Planko stated, "The philosophy we had on the lawn accounts initially was most of them were with the residential single family accounts, and they pay their customer charge so rather than duplicate the customer charge for their lawn meter we just charge them the commodity rate. But to help compensate for some of those lost revenues the cost of service study recommends that we add on a second tier cost and that should bring us another \$50,000 which is going to help us offset the lost revenues in converting all our commercial customers to consumption based. So we have a positive and a negative. I think the important thing is that we are converting these commercial users and other users to consumption based which I think is a very important move for the Authority. I think we are going to see a lot of happy commercial customers."

Mr. Holman stated, "Bulk rate charge. We've talked to Mr. Lacey a lot about this. We are slightly overbuilt. We have capacity to sell to our neighbors and the commissioners can really consider being as flexible as you could be with that particular rate. Meaning that we've got our cost covered here already. Any revenue you get would help subsidize anything else. So I guess that is the recommendation. If we have a structure in place. Mr. Lacey is familiar with the market there. You'd have to change your current rates where you're at now, but it would be worth it in the long run."

Comm. Catalano thanked both Mr. Holman and Director Planko for a job well done on the cost of services study.

Comm. Catalano asked Director Lacey, "When we go to other towns to service their water lines, etc., how do we charge them?"

Director Lacey responded, "Well as far as water goes, our bulk customer we just supply them water. We are not involved in anything to do with their infrastructure. With some of the people we contract with such as Bay Head and Mantoloking, we essentially video their system. That is positive to us. When we do any local service agreements we need to go to the Township of Brick and get permission to move forward with them. I have gone there and they have quizzed me as to if we do this do we have to hire anyone. And I reply that we do not. The second question would be, then we must have too much manpower that we can do this. Essentially what it is, and I use this analogy and it sounds simple but, you have a stove and you cook three meals a day basically because it is cheaper than going out to eat. But arguably your stove is not being used most of the time. We are big enough that we need to do our own video because if we were to hire someone on the outside it would be cost prohibitive. But because we are able to do it in house there are times when we are not using it. Just like Mr. Holman pointed out, bulk sales are very profitable for us. We have arguably ten months of the year with excess capacity. It is the summer months when we have a problem. We are always trying to sell excess in the winter and let them use their own wells in the summer."

Comm. Catalano asked if we negotiate those contracts for outside work.

Director Lacey replied, "We have a fixed rate for equipment and that's the price. We look at those prices all the time and update them as we need to do to cover our cost."

Comm. Catalano asked, "The Finance Committee will meet every month two weeks before our board meeting so we can be brought up to date with what is happening. When it involves rates we will combine the two. Director Planko I would like at those meetings to keep us up to date as far as where we are with budgets."

c. Rate Committee – Combined Report Under Finance Committee

d. Reservoir Committee

Director Bundy advised that he was not here and the Reservoir Committee did not meet.

e. Watershed Committee

Comm. Cartine stated, "We had a combined meeting with Hazmat and Watershed. again Ed McBride, myself and Joe Maggio attended that meeting. Several things came up which are worth taking note of. April 30th the Township is going to have a Green Fair to be held at Brick Township High School. It is an environmental event and it's co-sponsored by the Brick Township Environmental Commission, Brick Chamber of Commerce, the public schools and ourselves. We will have a display there at the high school with regards to water quality and conservation. The Watershed Protection and Restoration Plan. I did receive an email from our group, CDM Engineering is involved along with John Truhan and they will be having a meeting early in March to continue on with a report as to what progress they have made on the watershed protection. Now understand there is a whole group of people from other municipalities that are involved in this. We probably will have the meeting here. It is not just a Brick project. We have invited anybody that has a stake in the watershed, other municipalities, and various environmental groups who have an interest. The project basically is how do you preserve the watershed which travels all the way up to Western Monmouth and Ocean Counties. It is an extensive area which we are in charge of managing. We did receive a grant for this project. Very interesting is that there is developing opportunities for us or any other utility that is organized to get involved with a

Watershed Barnegat Clean up where storm water is managed by specific utilities in the area. There is potential for income and some sort of development in helping to keep Barnegat Bay clean by treating storm water. If you saw in today's newspaper there is an experiment going on in Ocean Gate. I have no idea how this contraption works, but there were photos in the local section of the paper in regards to a system that separates pollutants from wastewater. It is a pilot project and some money was advanced by the NJDEP to help fund it, and we are going to watch it and see how it works. Maybe this utility which is quite large would get involved in something like that."

f. Alternate Water Source/Energy Committee

Comm. Cartine stated that he is on that Committee and it didn't meet this month. There was nothing to report from the last meeting that he had with Director Specht in regards to the turbines.

g. Hazmat Liaison/Committee

Comm. Cartine stated, "Yes, just as a prelude to what he has to say. I invited Mr. Brando to attend a meeting that took place last Friday morning. We combined Watershed Committee and Hazmat liaison committee together because there are some identical issues that we share so I thought it was appropriate. At that meeting, Comm. Ed McBride, myself, Director Maggio and Dominick Brando was there. I know Dominick has a time situation, so if we can give him some time to talk about the Hazmat as it applies to water quality and give us an update as to what his department has done, tell us how safe we are, how unsafe we are, which I'm sure we are not, but just give us a brief outline of what your department has been doing."

Dominick Brando advised, "Basically what we did was back in late 2007, early 2008, the Board of Commissioners adopted the NIMS program which is the National Incident Management Program. Where that came from for those of you who don't know is through FEMA everything is under Homeland Security now. All law enforcement reports to Homeland Security and that began after 911. Everyone operates under the same assumption and does the same exact thing, because that day when you heard all the news reports there were a lot of departments doing different things. Moving forward, the Township adopted it in 2007 and we also adopted it. We had our Emergency Management Department, me, director Bundy and Executive Director Lacey. I am in contact with them all the time. I get daily updates from Homeland Security on different things. They used to use a colored tier system, such as threat level yellow, orange, etc. That is going to be eliminated as of April 1st. Now what they are doing is it's going to be specific targets and specific areas. So if they are concerned about something in the water sector they will give all the water purveyors specific direction on what we should be looking for, what we should be doing. The ship yards will get their own directions. Everyone will have their own direction so it is more site specific to what we do. There is a lot that we do here at the Authority. We have a Hazmat team, Emergency Response Team is what we call it, and it is six members and that is basically the tip of the iceberg of where the Emergency Management Department goes. Their main objective is that we have five one ton containers of chlorine. That is basically what we have to protect. Not that anything could happen to it, but we do have certain procedures set up for when we get deliveries. A truck with cylinders can't just drive into the back. They have to notify us the day before what driver is coming, what time they are getting here. They are escorted from the front with one of our vehicles to the back. They are unloaded and they are escorted out. So we do take a lot of safety precautions. Our ERT members put on Scott packs that is the pack on the back with a mask so they are ready in case something happens. All of our employees have been trained on it. You may see these speakers are new. Every room in the Authority in every building has a speaker and what it is if there is

an emergency, our SCADA system automatically senses a leak and tells our employees there is a chlorine emergency. All employees know where to report for further direction. I would go out in the field with the ERT and report to Director Lacey and Director Bundy and let them know what is going on. Our Garage people report to the Ops Bldg. So we have many standard operating procedures. There are a lot of plans in place of what we do and how we do it in case of an emergency. We have some other chemicals here, nothing as dangerous as the Chlorine. We work very closely with the State Police. We had a huge drill last year where I believe there were over 70 different law enforcement officers in attendance. We are going to try to do it again really soon. It's a show of force. They had dogs. They had military dress. We had Brick Police involved and we went up to the Reservoir. Basically we are trying to get anyone who may have ideas to move along, and say you know what Brick is looking at what is going on here so we are going onto an easier target. We want to make things as difficult as possible. All our employees at the Reservoir are very well trained. Every time we give a course to these guys at the Reservoir something happens and we have Homeland Security here a couple of days after. There are some suspicious people up there at times. So that is just a little bit of what we do without giving out a lot of information. Our water is safe. We are very safe. They do a lot testing. Basically you would literally have to back a tanker truck up to the Reservoir and dump something in there to pollute that water or to make it dangerous. It is just the public perception. If I dumped a soda can of cyanide in there? People would really go overboard and react even though nothing can happen. It's a lot public perception. We are on top of it and we are watching a lot of things out there and we are getting daily briefings from Homeland Security and that is pretty much where we are with the program."

Comm Catalano asked, "If someone put a can of cyanide in that water do we have alarms that go off? How do we know what is there before it gets to the plant?"

Mr. Brando replied, "It's funny that you say that. I don't know if it shows up in any of the reports but for the last few months we've had quite a few incidents. It seems like it always happens late at night, at twelve or one in the morning, and we have taken them very seriously. Hydrants have been opened up full blast. It happened a lot this winter. I think we got it pretty much pinned down to kids. Someone had heard a bunch of kids one night early on, but it has happened quite a few times. We almost got lucky one night. One of the security cameras at Target was on and for whatever reason it turned off at 12:00 and at 12:01 they opened up the hydrant. What we did back then when Pat Bottazzi was the Chairman was we gave the police the phone numbers for all the supervisors for that midnight shift since they all have wrenches to shut the hydrants so that we are not getting a lot of water running out there. They weren't just opening one hydrant, they were opening up to nine hydrants at a pop in all different areas. So there are some things that are of concern. A couple of weeks ago we had the last one. There was one hydrant. They opened it and left all the caps on. Without giving you a lot of information that was a real concern to director Maggio and me and we have some investigations going in regard to that situation."

Director Maggio stated, "One of the benefits to having such a well-equipped laboratory on site at our disposal was to the majority of the hydrant opening issues we were able to collect samples in the vicinity of the hydrants and analyze them for whatever we could, which is a wide spectrum of contaminants. It gave us some level of comfort when that data came back that there was nothing there. We also have on line analyzers in the distribution system that did not register any changes that would indicate that something happened to the water as a result of the hydrants being opened. If someone were to do something to the Reservoir, if something suspicious happened we could immediately respond by cutting off flow from the Reservoir and sampling like that. But if someone were to do

something that we weren't able to be suspicious about we do monitor the quality of the water and if something came up it would be shut down right away. "

Chairman Veni stated, "I just don't want anyone getting concerned, if you had a can of cyanide it isn't going to do anything. It would be so diluted you wouldn't even know it."

Comm. Cartine stated, "Just to finish Dominick's report up, I would like for you all to know that last September Dominick was invited by the MUAA (Municipal Utilities Authority Association) to speak before that group in Forked River. What he spoke on was Homeland Security and how it impacts our water system. He did a remarkable job and was well received by all the MUA's that participate. I would like Dominick to talk about your liaison with Homeland Security very briefly and the protocol in the event that we have a major Hazmat spill and where you fit into the entire picture."

Mr. Brando responded, "I am the Emergency Management Coordinator here so in the event that happens, large scale other than just a burp in one of the chlorine tanks. We actually did a drill just over a year ago with the town and a lot of other agencies on a chlorine leak where a cylinder fell off of one of the trucks. We had 176 people respond. We worked with the fire department and police. Everyone knows what they are supposed to do. Again that is part of the NIMS system. As soon as it happens we have a command center that we set up. The ERT members here at the Authority have radios and we have direct contact with the police and fire departments at all times should a major incident occur. We have a lot of plans in place for that. In the event of a large scale event, I would go to the command center which would probably be off site here and all of our employees here would be evacuated by police and fire personnel. I would go to wherever we establish a command center. We don't know where that would be because it depends on which way the wind is blowing and other factors. Without giving a lot of information on how and why we do certain things. We are going to host another drill probably in May or June. I know the police chief would like us to work on a dam breach up at the Reservoir along Herbertsville road if that ever gave way. Maybe we will get all the commissioners to come out and see the drill. It was very interesting and we found a lot of deficiencies, not on our part, but we found the town's reverse 911 system took a little too long to notify all the people in the area that there was a chlorine leak. The State Police found some issues. It was all monitored and graded. The Berkeley Hazmat team assists us as well and they found some deficiencies. What we found was while we were doing that drill Berkeley Hazmat took a backseat to our ERT members because that is our specific thing, the chlorine. It was very impressive. Trying to keep everyone safe."

Chairman Veni stated, "Just so all the commissioners know we are forming another committee that will start meeting next month. That will be the Security Committee and I already have a volunteer. Are there any other commissioners interested in being a part of this Committee?"

Comm. Cartine stated that he would like to have Comm. McBride on that Committee. Comm. McBride accepted as the alternate on the Security Committee.

6. EXEMPT SESSION

At this point in the meeting, 7:20 p.m., Chairman Veni announced that the Board would now be going into Exempt Session.

Counselor Dasti advised that we need to adopt a motion to go into exempt session to discuss personnel issues. The minutes of which will be released to the public when the need for confidentiality no longer exists.

Motion by Comm. Catalano. Seconded by Comm. Cartine.

AYES: Comm. Buttacavoli, Cartine, Catalano, McBride, Veni
NAYS: None
ABSTAIN: None

All Staff, members of the public and consultants were politely asked to leave the room, with the exception of Director Lacey, Counselor Dasti, Ms. Sylvester.

On motion duly made and seconded the group returned to open session at 7:55 p.m.

7. APPROVAL OF MINUTES

Comm. Buttacavoli made a motion to adopt the minutes of the following meetings. Seconded by Comm. McBride

AYES: Comm. Buttacavoli, Cartine*, Catalano*, McBride*, Veni
NAYS: None
ABSTENTIONS: Comm Cartine 8/23/10, 9/28/09,12/22/08
Comm. Catalano 8/23/10, 11/23/09, 9/28/09,6/22/09,12/22/08,1/22/07
Comm. McBride 1/22/07

January 24, 2011 Regular Meeting
February 1, 2011 Annual Reorganization Meeting
January 24, 2011 – Exempt
December 20, 2010 – Exempt
October 25, 2010 – Exempt
August 23, 2010 – Exempt
November 23, 2009 – Exempt
September 28, 2009 – Exempt
June 22, 2009 – Exempt
December 22, 2008 – Exempt
January 22, 2007 – Exempt

8. CORRESPONDENCE

There was no correspondence for review at this month's meeting.

9. APPROVAL OF BILL RESOLUTION - Commissioner Bottazzi

Comm. Buttacavoli read the Bill Resolution dated February 28, 2011 in the total amount of \$3,402,480.54 broken down as follows:

Total Operating Vouchers: \$2,268,778.66

Total Payroll:	920,740.93
Total Capital Vouchers:	212,226.31
Escrow:	734.64

Comm. Buttacavoli made a motion to approve the Bill Resolution. Seconded by Comm. Cartine.

AYES:	Comm. Buttacavoli, Cartine, Catalano, McBride, Veni
NAYS:	None
ABSTAIN:	None

10. TREASURER'S REPORT - Commissioner Cartine

Comm Cartine read the Treasurer's Report balances for the month ending February 28, 2011 as follows:

Unrestricted Funds:

Total Revenue Funds:	\$15,079,075.51
Total General Funds:	\$ 252,420.70
Total Unrestricted Funds:	\$15,331,496.21

Restricted Funds:

Series 2002 Construction Fund	956,567.85
Rate Projection Maintenance Fund:	3,591,000.00
Future Capital Requirements Fund:	2,433,577.69
Working Capital Fund:	1,621,464.21
NJEIT Processing Fund:	1,290,509.57
Total Bond Funds:	9,478,605.76
Total Other Restricted Funds:	1,808,885.34
Total Restricted Funds	21,189,610.42
Total of All Fund Accounts:	36,521,106.63

Comm. Cartine made a motion to accept the Treasurer's Report. Seconded by Comm. Catalano

AYES:	Comm. Buttacavoli, Cartine, Catalano, McBride, Veni
NAYS:	None
ABSTAIN:	None

11. DEVELOPER APPLICATIONS

11.1 Preliminary Applications - No Further Action Required - NONE

11.2 Other Applications

Comm. Buttacavoli reviewed the developer applications as follows:

2009 Mr. John Woolley, Lightning Jack's Marina #3, Major Site Plan, Ridge Road

Final, Two Commercial Units

Comm. Buttacavoli made a motion to approve Developer Application No. 2009.
Seconded by Comm. Catalano

AYES: Comm. Buttacavoli, Cartine, Catalano, McBride, Veni
NAYS: None
ABSTAIN: None

2088 Wal-Mart Real Estate Business Trust, Wal-Mart Store Expansion – Amended
Major Site Plan, Rt. 88, Rt. 70 & Jack Martin Blvd., Preliminary & Final,
One Commercial Unit

Comm. Buttacavoli made a motion to approve Developer Application No. 2088.
Seconded by Comm. Catalano

AYES: Comm. Buttacavoli, Cartine, Catalano, McBride, Veni
NAYS: None
ABSTAIN: None

11.3 Release of Performance Bonds - None

12. UNANTICIPATED/EMERGENCY CAPITAL EXPENDITURES

13. CUSTOMER ACCOUNTS RECONCILIATIONS

With the exception of Item No. 13a, which Director Pannucci advised earlier in the meeting he was pulling from the agenda for further review, Director Pannucci reviewed the Customer Accounts Reconciliations as listed on the agenda.

- a. Account 8912803, 330 Crystal Drive, Jesse Silvia. A water/sewer credit in the amount of \$713.70 is recommended due to a faulty meter. The quarter in question registered 139,000 gallons while the average is 16,000 gallons. The meter failed tests on the meter bench. A new meter has been installed.
- b. Account 12448806, 21 Princeton Avenue, Hrisafinis Brothers LLC. A sewer credit in the amount of \$588.19 is recommended due to a broken pipe in the utility room, water did not enter into our system. Average usage is 6,000 gallons and the quarter in question rose to 109,000 gallons. All repairs have been made and verified and the meter is in working order.
- c. Account 3015208, 132 Mantoloking Road, Robert Jahn. A sewer credit in the amount of \$1,033.42 is recommended due to broken pipes in the crawl space. The average usage is 0 and the quarter in question rose to 185,000 gallons. This water did not enter into our sewer system and this is a vacant property. All repairs have been made and verified and the meter is in proper working order.
- d. Account 10509608, 3 Breton Road, Francis Zocco. A one-time water/sewer credit in the

amount of \$748.80 is recommended for unexplained usage per our Schedule of Rates, Fees & Service Charges. Average usage is 19,000 gallons and the quarter in question rose to 148,000 gallons. Serviceman can not determine where usage went and the meter is in working order.

Comm. Cartine made a motion to adopt the Customer Accounts Reconciliations b, c and d. Seconded by Comm. Catalano.

Comm. Buttacavoli asked, "I have a question on c. This is just a sewer credit. Did he pay the water bill for the water that was used?" Director Pannucci replied, "The difference yeah, whatever he used for the water he still had to pay. These are not total wipe outs of bills whatsoever."

AYES: Comm. Buttacavoli, Cartine, Catalano, McBride, Veni
NAYS: None
ABSTAIN: None

14. CONTRACT CLOSE-OUTS

15. AUTHORIZATION TO EXPEND APPROVED FUNDS

a. Water Research Foundation Annual Membership Subscription
Funding Source: Account # 900-8315 - \$6,699.00

Director Maggio stated, "Mr. Chairman we are requesting authorization to expend approved funds from Account No. 900-8315 in the amount of \$6,699.00 to renew our membership with the Water Research Foundation. We make substantial use of the WARF Research and Technical support and have also been a participating utility in a number of their Research projects. Most recently we are participating in a project studying emergent contaminants. We have found that membership in WARF has been a worthwhile investment for the Authority in terms of research and technical information for operating the plant and watershed."

Comm. Veni asked, "Do you know how they arrive at this number? It's an odd number for a membership."

Director Maggio replied, "This number is based upon the number of users. I would imagine we are small to midsize. We fill out survey form every year and send it in to them with the number of the connections and they derive this number based upon that information. This year, they acknowledged the economy and they have held this year's membership stable with last year."

Comm. Catalano asked, "When we do studies for them are we paid by them?"

Director Maggio replied, "The one I referenced, the emergent contaminant study, several years ago, before my arrival the Board approved some contribution from us to this project of \$5,000. In addition to that we sometimes on projects provide laboratory services, but we are part of the Research team. Our benefit is this one in particular is we are going to get tens of thousands of dollars worth of analytical data about these emergent contaminants; whether they are present in our watershed. Luckily the first samples have shown that they aren't present in any problematic quantities. We went into this project thinking we would be the control study, the clean study and places like Passaic would be found to have more contaminants. No we do not get any hard cash back for our participation.:"

Comm. McBride made a motion to approve this expenditure. Seconded by Comm. Buttacavoli.

AYES: Comm. Buttacavoli, Cartine, Catalano, McBride, Veni
NAYS: None
ABSTAIN: None

16. AUTHORIZATION TO SEND OUT BIDS, RFQ'S & RFP'S - None

17. ADOPTION OF REPORTS

Comm. Cartine made a motion to adopt all of the Directors' Reports. Seconded by Comm. Catalano.

AYES: Comm. Buttacavoli, Cartine, Catalano, McBride, Veni
NAYS: None
ABSTAIN: None

18. ADOPTION OF PERSONNEL ACTIONS

Chairman Veni advised Counselor Dasti that he will hold off on adopting the Personnel Actions until after we have completed the Resolutions. Counselor Dasti concurred.

Following the adoption of the Resolutions, Chairman Veni returned to this item on the agenda and asked for a motion to adopt the Personnel items included in Director Lacey's monthly report.

Comm. Buttacavoli made a motion to adopt the Personnel items. Seconded by Comm. Catalano.

AYES: Comm. Buttacavoli, Cartine, Catalano, McBride, Veni
NAYS: None
ABSTAIN: None

19. OLD BUSINESS

20. NEW BUSINESS

20.1 Authorization to Enter into a Shared Services Agreement with the Township of Brick for the Water Main Replacement on Glenwood Avenue and Glenwood Place

Director Lacey stated, "Director Specht asked me to make a report to the Board that the Township is in the process of reconstructing Glenwood Avenue and Glenwood Place with drainage as well as road improvements. We need to upgrade our 3" ductile iron pipe and our 2" ductile Iron pipe to 6". This is an agreement with the Township and it is now called a Shared Service Agreement with the Township. We will be responsible for some inspections and design of the water main and construction."

Chairman Veni asked if these shared services are on a 50/50 basis. Director Lacey replied, "I think we will probably pay our share and they will pay theirs. I don't know if it is a 50/50 split. I'm sure if they are going to reconstruct the road their share would be much higher than ours."

Comm. Buttacavoli made a motion to approve item 20.1. Seconded by Comm. Cartine.

AYES: Comm. Buttacavoli, Cartine, Catalano, McBride, Veni
NAYS: None
ABSTAIN: None

20.2 Participation in 1st Annual Brick Township Green Fair

Director Maggio stated, "As Commissioner Cartine referenced earlier in the watershed report, we are going to be participating in the Brick Township Go Green fair. A number of the participants including the Chamber of Commerce and other organizations have offered to provide some levels of sponsorship for the fair. The organizers have suggested, and asked if we would provide some sponsorship in the form of aluminum water bottles to promote people to not drink bottled water because of the ancillary environmental impact from waste from the plastic bottles and also to encourage people to drink tap water. We have done some preliminary investigation into pricing and they threw out a number of 350. Our contribution to produce these water bottles would probably be in the range of approximately \$1,200 and would include our logo and conserve water message. I thought it was right to ask the Board for consent and to move forward with this commitment that we would purchase these water bottles."

Comm. Cartine made a motion to approve the participation in the Green Fair. Seconded by Comm. McBride.

AYES: Comm. Buttacavoli, Cartine, Catalano, McBride, Veni
NAYS: None
ABSTAIN: None

20.3 Request to Utilize Reservoir

Thousand Points of Light Walk for the Cure, Saturday, May 14, 2011, 8:00 a.m
Start time. Permission for Parking at Trinity Church has been acquired.

Director Bundy stated, "We have a request to use the Reservoir by an organization for the Thousand Points of Light Walk for the Cure which is a 5K walk around the Reservoir to raise funds for cancer awareness. It is a Brick resident who is making the request and they have provided us everything we have asked for. They do have permission from the Trinity Church to use their parking lot. We would expect about 100 people and it starts at 8:00 a.m."

Chairman Veni asked, "Do we make the people go to Trinity for permission or do they go through us?"

Director Bundy replied, "No we ask them to get the letter from the Church themselves."

Comm. McBride stated, "Comment on the request, I heard it is pretty heavily advertised already on the radio."

Comm. Cartine stated that he has not ever heard of this organization and asked if any one knows anything about it.

Comm. McBride stated, "I actually googled it and it is somewhere in my papers. I guess it is a national thing for cancer in general."

Comm. Cartine made a motion to approve the Reservoir Request. Seconded by Comm. Catalano.

AYES:	Comm. Buttacavoli, Cartine, Catalano, McBride, Veni
NAYS:	None
ABSTAIN:	None

20.4 Revised Tuition Reimbursement Policy – *(Required Formal Approval)*

Chairman Veni stated, "All of the Commissioners received the Revised Tuition Reimbursement and I will ask our Executive Director to give a little talk about it."

Director Lacey stated, "It is a revision of our policy and provides stricter guidelines that will allow the Board to approve up to \$1,000 for semester and only for tuition. That would not include fees, books, lab fees, or registration fees unless it is a course that is necessary for a certificate or something that we need in house and requested by the Authority. It also has the caveat that if you do take the course you must receive an A to get 100% of the reimbursement. If you get a B its 80% or \$800, and C would be 60% or \$600. Anything lower than a C you wouldn't get anything at all."

Comm. Cartine asked, "Is that what is different from the old tuition reimbursement policy? Is that what changed?"

Chairman Veni stated, "We were paying for books and fees, everything whether they passed it or not."

Comm. Cartine stated, "I understand the reason for it but I was not aware of the original policy. So I think in the future what I would like to see when we do one of these is to tell me what the old policy was so I can understand what the new rules are all about."

Comm. McBride made a motion to adopt the revised tuition reimbursement policy. Seconded by Comm. Catalano.

AYES:	Comm. Buttacavoli, Cartine, Catalano, McBride, Veni
NAYS:	None
ABSTAIN:	None

21. RESOLUTIONS

23-11 A Resolution for the Award of Bid for Road Patch Materials

Director Lacey advised that this resolution is for the Annual Award of Road Patch Materials, the funds for which are available

Comm. Catalano made a motion to approve Resolution 23-11, Seconded by Comm. Buttacavoli.

AYES: Comm. Buttacavoli, Cartine, Catalano, McBride, Veni
NAYS: None
ABSTAIN: None

25-11 A Resolution Adopting the Anti-Harassment Policy

Comm. Lacey stated, "This is the anti-harassment policy to bring us up to contemporary standards.

Counselor Dasti stated "This is a policy that was proposed by your labor counsel. It is a good idea to have that kind of thing in place and this is a formal approval. I would recommend that it be distributed to all employees."

Comm. Catalano made a motion to approve Resolution No. 25-11. Seconded by Comm. Buttacavoli

AYES: Comm. Buttacavoli, Cartine, Catalano, McBride, Veni
NAYS: None
ABSTAIN: None

27-11 A Resolution Establishing the Position of Qualified Purchasing Agent
for The Brick Township Municipal Utilities Authority

Director Lacey stated, "This resolution creates the position of QPA or Qualified Purchasing Agent. This allows an individual who is state certified to make purchases up to \$36,000 without having to go through the formal bid process and all the ancillary work that is required."

Mr. Holman stated, "Mr. Chairman what Mr. Lacey and I talked about too is I think it is just a good internal control improvement. You have a separate purchasing person. One is recording the accounting information or from your department heads who are issuing the ordering, so I think it will strengthen our internal controls here too."

Comm. Cartine asked Mr. Holman, "As our financial guy here are you going to monitor that when you do your audits?"

Mr. Holman stated, "We always do and we will continue to do so."

Comm. Cartine made a motion to adopt Resolution No. 27-11 establishing the position of QPA. Seconded by Comm. Catalano.

AYES: Comm. Buttacavoli, Cartine, Catalano, McBride, Veni
NAYS: None
ABSTAIN: None

At this point in the meeting Chairman Veni advised that he would now like to return to Item No. 18 the adoption of the Personnel Items.

22. PUBLIC DISCUSSION

At this point in the meeting Chairman Veni opened up the meeting to Public Comment. He asked that anyone that spoke please state their name and address.

Ms. Marilyn Lago, North Lake Shore Drive stated, "You were talking about the Green Fair so my question is will the MUA have a table and at that table is that where you are going to give out the water bottles?"

Director Maggio replied, "We haven't worked out the details yet but we will have a watershed model to show people the impacts of people on our watershed. Rob Karl our Source Water Supervisor will also be there to give a presentation on the watershed."

Ms. Lago stated, "There are five sponsors to this group, the Environmental Commission is one of them, which I sit on that board, and we are going to create Adopt a Spot and try to get people out there. It is at 10 or 11 in the morning at Old Brick High School, April 30th."

Ms. Melanie Briggs, Summit Avenue, asked, "One question, can you tell me what Wal-Mart is doing?"

Comm. Buttacavoli stated, "They are remodeling and making a whole new garden section. I believe they are going to increase their supermarket sales."

Comm. Catalano added, "They are going to be putting a whole new façade on the building and adding another entrance. They are going to try to get away from that discount look. That is how it was explained to us. It is in the process of being approved."

Ms. Briggs continued, "My second comment is really more of a recommendation. As a long time meeting attendee, when you have these exempt sessions in the middle of a meeting it really serves no purpose for the public. Is there any way you could move it to the end of the meeting?"

Chairman Veni stated, "The reason we went with this format is primarily that we have a chance to discuss what we are going to be voting on in the latter part of this meeting. As you notice I went from one section to another section, this way it gives the commissioners time to discuss things that we are not allowed to discuss together prior to a meeting."

Ms. Briggs stated, "Right you went back to 18 and acted on it, but as the public we don't know what you acted on, and it is a finalized thing."

Chairman Veni stated, "That's correct and what did our attorney say..."

Counselor Dasti stated, "The need for confidentiality no longer exists and from what I know that we discussed in closed session there is no way that we can't adopt that and approve those minutes next week."

Ms. Briggs continued, "First of all, I would like to congratulate everyone on their new positions, but I would just like to recommend this as a general rule because I have said the same thing at the Council meetings, it's a small number here to have sit out there for a half hour to finish the meeting when it is something that in some cases you aren't going to act on."

Chairman Veni stated, "Again, this is the only time that we have. We sat here and thought about this when we reformatted it and if you look on the agenda under exempt session it tells you the three things that we are allowed to discuss in closed session and to continue to do this we need to do it at this point in the meeting so that we can act on it when it comes up later in the meeting."

23. CHAIRMAN'S CLOSING STATEMENT

Chairman Veni advised, "The next meeting of the Authority will be the Annual Rate Hearing on Monday, March 28, 2011 at 6:00 p.m. The next regular public meeting of the Authority will be a Public Meeting on Monday, March 28, 2011 immediately following the Rate Hearing. All regular public meetings take place in the Main Conference Room of the Authority's Administration Building located at 1551 Highway 88 West.

24. ADJOURNMENT

There being no further business to discuss, and on motion duly made and seconded the meeting adjourned at 8:32 p.m.

Respectfully submitted,



Joseph P. Buttacavoli, DMD
Asst. Secretary/Treasurer