

Minutes of a PUBLIC MEETING of
The Brick Township Municipal Utilities Authority Held on
March 28, 2011 beginning at 6:45 p.m.

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

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	Present
Edward J. McBride	Present
Joseph M. Veni, PE	Present

Staff & Consultants Present

James F. Lacey, CPWM, Executive Director
Stephen T. Specht, PE, Director Engineering/Operations
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 those of you who were not here last month, we have a new format. We are going to start with the directors reports."

4. Directors' Reports

a. James F. Lacey, CPWM, Executive Director

Director Lacey stated, "We are still looking into the possibility of expanding the parking lot at the Reservoir and we are looking at different alternatives other than actually constructing one. Comm. Catalano and myself are on that. We should hopefully have some answers by the end of next week."

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

Director Specht advised, "I sent a memo to the Board back on the 21st with input from my two Divisions, the Distribution Division and Collections Division, concerning staffing and what they are responsible for. As summarized, there are approximately forty employees that work in my department. About ten in the engineering and the rest are in Distribution and Collections. Engineering handles primarily capital improvement projects for the Authority. We generally have the largest budget into the capital budget. We also handle as you aware, all the developer applications that come in, and that is a big part of our labor involvement in approving those applications. In the Distribution and Collections Division, the Distribution Division handles emergency mark-outs for the Township, as well as Howell Township. Also we handle the installation of the new water services and new sewer taps if they are required. We do all the repairs to all our systems in both Distribution and Collections. Within the Collections Division we handle leak detection with sophisticated leak detection equipment that we utilize on a regular basis to locate any leaks in our system. That cuts down on our unaccountable water. We spend a lot of time utilizing that equipment. In our Collections Division, we have a Pump Station Division that handles the operation and maintenance of our 26 wastewater pump stations, as well as our five water booster stations. The Collections Division handles the maintenance and operation of our sanitary sewer system. We have two vac trucks that are out on a daily basis as well as a closed circuit TV inspection truck that is also used on a daily basis."

Chairman Veni asked Director Specht to relate as to what goals and projects he has for the coming year.

Director Specht replied, "The majority of the goals going into the next fiscal year as the Board is aware, we went down tonight, we are drilling ASR Well No. 15. We hope to have the construction complete and well in service by March 2012, which will give us additional flexibility in our treatment of operations. We are also looking tonight to get the Board's approval to move forward with a fourth telecommunications contract on our Mantoloking Road Tank to generate additional revenue for the board and keep our rates stable. We are also looking to continue our shared services agreement with the Borough of Bay Head, as well as Mantoloking Borough. Right now we are in the process of handling the Lake Avenue Sewer Rehabilitation Project in Bay Head, and we hope to expand those services in the upcoming year. With regard to additional major projects, in addition to our sanitary sewer upgrades, we are now moving into Phase VII, which is the final phase under the NJEIT funding. Hopefully we can advertise that and award that this year so we can wrap up that project. It has been a ten year project. We are going to look at potentially upgrade our emergency generator equipment at the Water Treatment facility to give us more reliability and flexibility for our treatment systems. Within the Collections Division, we will continue to maintain our pump stations. We are looking to continue with PLC upgrades at all stations to keep them in conformance with our SCADA system. We are looking to obviously maintain our pumps. We have three major pump stations that we are rehabilitating from a heating and ventilation standpoint. That contract is about \$800,000. The contractor started work last week and we will hopefully get that done by the end of the year. In our Distribution Division, we will continue to install services as required and we are looking to install two new interconnections in the Parkway system through the Pine view Development to again give us some flexibility in that system. Right now we have one tie into that system, and that will give us some redundancy. We are also looking

potentially, based on Board's approval tonight to replace some water services along Tunesbook Drive. We have had a series of failures out there that we need to proceed with resolving, and also we are looking to do some water main upgrades on East Granada Drive in the Bay Wood section. We are looking to eliminate some long services that also give us some operational issues during the course of the year. And finally we are looking to team up with the Township based on the Board's approved at the last meeting to implement the Glenwood Avenue Water Man Improvement Protect which they will handle for us and we will oversee the construction management. Those are our goals going into fiscal year 2012."

c. Joseph Maggio, PE, Director of Water Quality

Director Maggio stated, "The Water Quality Department insures that safe and high quality potable water is delivered to the Authority customers through the efficient and effective use of our water treatment facilities, our laboratory facilities, our various monitoring programs including the water shed monitoring program and prudent management of all our source waters. We are comprised of four divisions. Our largest division with fifteen staff members is our Water Treatment Plant Operation and Maintenance Division. Those are the people that are running our water treatment plant and making sure that we are producing that high quality water. On a day to day basis some of the functions of the Operations Division is they operate the water treatment plant, that includes staffing the facility twenty four hours a day seven day a week. As part of that staffing they do process and analyze process control tests to continuously evaluate the water treatment plants performance and make adjustments as necessary to make sure that our water quality leaving the plant does not deviate from standards. We also monitor and maintain our SCADA, along with the Central Services Department. They are essentially our programmers, and they helped develop the system. Our operating staff on a day to day basis operate and use the SCADA to monitor and control various aspects of the water treatment plant all the way out into our distribution system and water tank levels and operation from this campus using the SCADA system. We also have a crew of mechanics that maintain the WTP and some of the distribution system equipment. That includes pumps, motors as well as the Authority generator system for the campus. In addition to operating the plant we also make sure that water quality throughout the distribution system constantly meets our standards. We do operation and maintenance of on line water quality monitoring stations that we have set up throughout the distribution system. From here we can tell what the PH is, and other parameters in the event that there were to be a water quality problem. Some of our current projects, and we discussed this with the Board, is we are currently undergoing a very large pilot program where we are testing some chemicals that we use in our treatment process. We feel that there could be a lot of great efficiency benefits as well as other benefits to changing some of the chemicals that we use. Right now the largest is aluminum chlorhydrate which is a coagulant. We used to use to a chemical called Alum and we are right now in full scale testing of aluminum chlorhydrate. Preliminary results are very positive. We are very pleased. As I would hope you'd expect we are very cautious in making changes in the plant because our ultimate focus is on water quality. We don't want to do anything to impact water quality, and if ACH seems to perform just as well as Alum, and does have some other ancillary benefits. Division goals for 2011 for the Operations and Maintenance Division is to complete testing and hopefully by the end of the year into next fiscal year, officially transition to using the ACH. We have also have been talking with DEP. Very shortly we would like to pilot test a new corrosion control program that would have us adding a corrosion inhibitor to the distribution system. We have also talked with Central Services about retaining the services of a consultant to review our SCADA system, and it was remarkable how it was developed in house for the most part. We all felt in discussions that it would be a good idea to bring in a consultant to make sure that how our system is set up meets industry standards and d to make sure that it is a very reliable system and continues to be

reliable. We look forward to working with the Engineering Department to expand our generator capacity. We have been working with Director Lacey as well. Our generator capacity particularly in the summer is one of the weaker points of our treatment process. We have a conceptual plan that can address this weakness going forward. Our next division, and I will talk about two divisions at once because we interchange some of the personnel for efficiency sake and that is the Water Quality Laboratory Division and our Distribution Water Quality Division. They operate and maintain our State Certified Laboratory, operate the equipment, do the lab analyses and report to our operators on the results of the analysis. They also collect regulatory samples of water in our distribution system. They bring them back and we monitor the quality of the water in our Distribution System. We do report the results of those tests to the DEP. Day to day operation for these divisions are operating and maintaining laboratory instrumentation. Managing and analyzing both MUA and outside client samples. As we discussed with the Board, we have over the past couple of months brought in a significant amount of outside revenue by marking our services to other water purveyors and charging them a fee for those services. This year we will be doing our tri-annual lead and copper sampling. It is done during the summer and it is a little bit of effort. As always we will maintain our laboratory certification and maintain the high level of customer service that we do provide our outside clients. The water quality lab and distribution is staffed by seven people total. Our last division is the Source Water Division. They are responsible for monitoring and managing the water quality and quantity of our source waters including the Metedeconk River, our PRM well, our Cohansey wells and our Reservoir. The Source Water Division is staffed by five personnel. Day to day operations include collecting water quality samples throughout the watershed and at the Reservoir, analyzing water quality data to alert operators to issues that could effect treatment and could result in us making changes to our source water at any time to improve Water Treatment Plant Operations and ultimate water quality. If there is a big rain event we may turn off the river if it becomes very muddy and turn on more wells or shift to the Reservoir. Things such as that. Also this was very critical last year; we do monitor and locate salt downstream of our intake in the Metedeconk River. Thus far after January it has not been an issue, but as you know last year we did have some concerns and it controlled some of our source water. We also have people that monitor the watershed to identify potential water quality impacts. Essentially we have people out on the road and in trucks collecting samples of the watershed and at the same time they are also looking out for polluters and potential sources of pollutions and contamination. We do work with them cooperatively to address concerns that we see and sometimes we end up working with DEP to have problems addressed. They also oversee our taste and odor management program. Algae is sometimes produced and causes a foul taste and odor so our Source Water Department along with our laboratory work to monitor the quantity of algae as well as the concentrations of these various chemical compounds. That is definitely something that would drive a source water change. Current projects in the Source Water Division, as you all know, we received a \$660,000 grant from NJDEP to complete the Phase II Metedeconk River Watershed Management plant. We are also doing a couple of in-house scientific studies. One is to identify reasons why we had such severe problems with salt water intrusion during 2010. This will be extremely valuable to us to try to predict if this is going to be an ongoing issue. We are also having our staff evaluate taste and odor compounds in order to be more predictive when issues will arrive from the river. Some of our Source Water Division Goals for 2011 are completing the Metedeconk River Watershed Management Plan, completing the taste and odor predictive tool, as well as the salt water study. We have also discussed with Director Lacey retaining a consultant, and it is in our capital budget to evaluate vulnerabilities of our source water, or how much we can rely on our other sources, more or less to make sure that going forward we can look to address those issues to make sure that we always have a reliable source of incoming water to send to the public.

e. Scott Bundy, Director of Central Services

Director Bundy stated, "I am Director of Central Services which is basically a support technology group and labor group that is at the service of the rest of the Authority. We are here to further their mission. The groups that I am responsible for are Buildings, Fleet, Grounds, Reservoir, Emergency Management, and Geographical Information systems, Communications, Information Technology, Document Archiving, Regulatory Compliance and Health & Safety. There is about thirty seven people that report directly to me. I will go through a few of the highlights that my folks do. First of all out of my office with my assistant we handle, in addition to my day to day oversight of my department, bids within our department and purchasing. We manage cooperative purchasing agreements, we handle all cell phones, and reservoir related items such as special use permits and the sponsorship program. We handle all liability and risk management related insurance issues, including quotes and managing claims. We also manage some of the outside contracts with other towns for the Authority. My Buildings Division is made up of five employees who pretty much maintain all of the Authority's facilities including janitorial services. This is for nearly 100,000 square foot of building and they do a really great job. They do HVAC, lighting, electrical, plumbing you name it. I don't think there is anything those guys can't do. They are working right now on the wall up front."

Chairman Veni stated, "They are doing a great job too." Director Bundy agreed.

Director Bundy continued his report, "The Fleet Division has three employees. They are responsible for maintaining road calls, taking care of the fueling system, tool inventory. They handle 418 pieces of equipment, everything from snow blowers up to front end loaders. They do all the maintenance on them. They are very good at what they do. The Grounds Division has four employees that take care of not only this campus but 43 remote sites, including 12 easements and two Adopt-a-Spot locations. Without going into everything that they do, I think you can see when you pull up here that the place is beautiful. Those guys do a great job. The Reservoir Division has nine employees. They take care of the grounds up at the Reservoir. In addition they are our public relations people, our security people and our first aid people. They do it all. They are really our first line of contact with our customers. I've been up there with the guys and they know a lot of people by name. A lot of people know them by name and they do a great job. Emergency Management is one employee and he is responsible for incident command. You'll see in my report each month he investigates vehicle accidents. He is responsible for our CDL drug testing program, does investigation of workman's compensation claims, does employee training and he does the CDL training, security training. He is helping with the security plan for the Authority. Geographical Information Systems which is GIS, has four employees. This is a program that has been at the Authority for twenty years. It is pretty much an on-going development program of computerized and geographically positioned from satellite mapping. They prepare a lot of reports for the other departments. Communications has one employee who handles our telephone systems, all of our internet fiber optics, network infrastructure our mobile radios, surveillance equipment, security systems and our Passkey system. If I can put a plug in for him, he's way over worked, because he is the only guy I have who does this work. Information Technology is made up of three employees. They do all of the computer hardware software related issues. We load peoples computers, we replace, fix. This is another good group, and they can fix anything when it comes to our computers. It might take them a little while sometimes, but they don't give up. Document Archiving, we are responsible for scanning of the Authority's documents and maintaining them. The person who in charge of that is also in charge of our records retention requirements. She knows the laws of what we need to keep and don't need to keep. Regulatory Compliance handles reports to the State regarding environmental, health and safety type programs. We obtain permits. The gentleman is on the AEA Legislative Committee that helps us to have a broader exposure to other agencies. SCADA. You

heard both Director Specht and Maggio mention SCADA. Basically the operation of the SCADA system, not at the plant, but the computerized maintenance program that is not directly related to it but kind of peripheral to this. As far as goals we have for the year. If I can start with two of them that are coming to fruition - one is upfront and the other if you recall the Board approved us to go with the fiber optic line from here to the Township. It became live this week and we've already been able to get rid of one T1 line this week, which is \$1,200 a month so that is a pretty big savings right there. Most of the goals and objectives we have for this year revolve around technology security issues so I'd rather not discuss the specifics of them right now. That is where we are at with Central Services."

Comm. Catalano asked, "With the GIS system, way back when it first came about do we still lease it or rent it or do projects for other people?"

Director Bundy replied, "Not really. We can talk about that more. I will fill you in on that part."

Comm. McBride asked, "Any idea on that fiber optic what our potential savings could be in the future?"

Director Bundy replied, "Well our savings, and if you say "our" it is really us combined with the Township and the School Board. Ultimately we should see savings of about \$15,000 a month by getting T1 lines so it benefits us to a certain extent, but all the residents of Brick as well, because they are going to be saving with their school dollars and municipal tax dollars as well."

Comm. Cartine asked, "Can you give us an estimate on how much money we saved on doing that construction in-house rather than going to an outside contractor?"

Director Bundy replied, "I really don't know that off the top of my head. I can get that for you and figure it out, because we never got estimates from a contractor to do it. It was decided up front that we would do it ourselves."

Comm. Cartine replied, "Well I'm sure we saved money. The second comment I think you could have mentioned the fact that the Reservoir is a gem. And the Asbury park Press has awarded it for the third year in a row the best place to walk and that is because of how well it is maintained and that is a credit to your department so I thank you for that."

Director Bundy stated, "I think I gave the guys credit for that. They do a good job."

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

Director Pannucci stated, "I think it would be easier and quicker if I just read verbatim from my overview which pretty much sums it up. The Department of Customer Accounts consists of the Customer Accounts Division and the Meter Division with a total of 17 employees including myself. We are one employee less than we were in 2008. Upon the retirement of a serviceman in the Meter Division, we assessed our staffing needs and eliminated that position. The Customer Accounts Division is supervised by Patti Evan and consists of 8 employees including herself. The Meter Division is supervised by Ed McDermott and consists of 8 employees including himself. Both of these departments are considered the face of the Authority as we deal directly with the public more than any other department. A bulleted description of goals and daily operations of each division is as follows: Customer Accounts Division. This division is responsible for the supervision of over 37,000 accounts

which are billed 4 times a year. They also keep track of and coordinate service orders from the Meter Division dealing with a wide range of scenarios from standard meter maintenance (we try and gain access to the physical meter once every two years) to proper maintenance of curb stops, clean outs and backflow preventers. In addition, they process connection fees, tap fees, initial service charges, prepare for the annual Township tax sale for delinquent accounts and work with the Township in dealing with new construction and certificates of compliance and deal with buyers' and sellers' attorneys closing on properties. They are open from 7:30AM to 5:00PM, Monday through Friday. The Customer Accounts Division has been accepting online payments for a year and half now and will be offering customers the option of having their bills emailed to them instead of paper bills along with automatic withdrawal at the end of 2011. The following are some bulleted descriptions for the month of February 2011 to offer an idea of what this division does on a monthly basis:

- Billed 33 routes consisting of 5 billings with a total of 8,932 bills being sent.
- Processed water, sewer and connection payments with our deposit for the month being \$2,516,403.06.
- Fielded 2,972 recorded calls from customers on a wide range of issues (calls fielded for general questions like business hours and accepted payment methods are not recorded).
- Processed 1,464 completed service orders from the Meter Division.
- For customers that call to make arrangements, we work to make sure termination of service is a last resort. We were forced to briefly cease service to 276 accounts this month.

Director Pannucci continued, "The Meter Division is responsible for the maintenance and reading of our meters. In addition to standard meter reading, through coordination with Customer Accounts, they perform a wide range services based on service orders dealing with standard meter maintenance (to ensure our meters continue to read properly), installation of meters, inspections, breaks, leaks and emergency calls. Each day on a rotating basis, a serviceman is on call for after hour emergencies. To provide the ultimate in customer service, the Meter Division has shift work where on a rotating basis, a serviceman will be off Sunday and Monday and work a Saturday to provide Saturday hours to service customers who are not available for normal week day appointments in addition to one employee a week on a rotating basis working augmented weekday hours in the Spring and Summer months extending the Meter Division's normal work day to ending at 6:00PM instead of 4:00PM.

The following are some bulleted descriptions for the month of February 2011 to offer an idea of what this division does on a monthly basis:

- Reading of meters for billing (this does not generate a service order).
- Completed 1,464 service orders out of 1,615 (reading of meters for billing does not generate a service order). Types of service orders are;
 - meter replacements
 - meter installations
 - meter testing
 - broken frost plates
 - install/replace touch pads
 - locating curb boxes and clean outs
 - repairing curb boxes and clean outs
 - turn off non-payment, turn on non payment
 - winterizing
 - emergency turn offs
 - high/low consumption/pressure inspections
 - finding illegal connections

- standard meter maintenance
- reading and maintaining our interconnections
- emergency calls

The Customer Accounts Department as a whole is constantly working from start to finish every day with very little downtime. Great service is our goal and our customers appreciate it when we consistently try and go out of our way to help them with their respective situations. We provide excellent service for Brick Township's approximately 75,000 residents with a department of only 17 people via hard work and a caring attitude."

g. Frank Planko, Chief Financial Officer

Director Planko stated, "The Finance Division is primarily a financial services division. We have basically broken down into seven functions. The first one we have is the Accounting Supervisor who oversees the day to day activities on the floor including the Staff Accountant, the accounts Payable Clerk and the Finance Division Clerk. The Account Supervisor oversees all the general ledger activities and the journal entries, adjusting entries, budget entries and so forth. The position also gets involved in our bank reconciliations because we need that to do the treasurer's report each month. Debbie is also involved with myself the most with the Auditors. As you know we will be finishing our fiscal year March 31st and Jerry and Frank will be in about May. It is primarily the Accounting Supervisor and myself that gets involved with the Auditors as well. That position also helps out with payroll assistance when our payroll person is out on vacation and so forth. The Accounts Payable and Finance Clerk position work in conjunction to take care of all our AP issues. Basically they prepare the voucher packages that have to be sent to the executive director and the chairman for signature and ultimately end up on the bill resolution from start to finish. The Finance Clerk also gets involved in some of the day to day activities, such as sorting mail and collating reports. The Staff Accountant helps with first of all the Bill Resolution and then the check run. He will make sure it all reconciles and all the paperwork is in order and so forth. He has the most significant amount of schedules that he to prepare monthly. I named a few of them when I put together my organizational chart and I mentioned in my memo, but he handles the Township billing reports, the miscellaneous billings, developer escrow, etc. We do consumption reports that track the number of gallons that we bill versus budgeted. He handles our bulk billings to Point Pleasant Beach and Point Pleasant Borough. He handles a lot of miscellaneous schedules that you have to do to complete the general ledger and close. So he is involved with most of those things. The Senior Accountant Analyst handles all of our fixed assets, additions, retirements, depreciation, tagging of our assets and so forth. As most of the Board members know two or three times a year we declare surplus of some items that we no longer need at the Authority. The Senior Accountant Analyst handles all the sales through Govdeals.com along with myself which we have been using as an alternative to get rid of our declaration items. It has been very successful. He prepares a lot of the financial summaries especially as you see in Section 8 of my report where I report on revenues and expenditures. The Senior Accountant also prepares the budget books that I distributed. He also prepares in conjunction with me the State Budget prior to submitting to the State. Over in the Warehouse we have the Warehouseman who works the floor. He handles all of the deliveries that come in from vendors or Fed Ex. Any items that come in that are inventory he checks them into inventory. We run two reports a day. He will do a count and then independently we have someone check those accounts to make sure there is nothing disappearing off the shelves. We also do a random count each day to make sure everything is accounted for. He also handles the forklift duties. For the field guys that are going out in the trucks each morning, they submit a form of items that they will need on the truck that need replenishment. He does them the night before so that when the guys come in with the trucks in the

morning the items are all ready and they can get an early start out into the field. We also have the new QPA position. Prior to that he oversaw the function of the warehouse. Now with the QPA that he has I sent him to school and he was very successful, and the Board decided that we move him into that position. One of the goals that I have for him is to try to move forward and move in a more centralized purchasing position for the Authority, as well as getting him involved in the bids. I will be setting up a meeting with all department heads and supervisors to discuss our objectives and get a feel for what they would like him to do. That is one of our objectives for 2011 to get Bob moving in that direction. Another objective of the department for this fiscal year, we finished the financial testing that we feel we need to do with the bridge between Dynamics and Edmunds. We feel it is going to be very successful. Director Pannucci and I are going to sit down and talk about that to see what assistance we need from Edmunds now or if we need to get Director Bundy's networking people involved so we can move forward with that and close out that issue as well."

Chairman Veni stated, "Today we had the groundbreaking for the ASR Well in the back. The Commissioners and some directors came to the affair and we will be posting these pictures on the wall soon."

5. Commissioner Committee Reports

a. Construction, Buildings & Grounds Committee

Comm. Buttacavoli stated, "First I would like review what we are going to be presenting to the commissioners today to approve. It is the Final Quantities Change Order No. 2 for a decrease in the Contract Amount of \$9,100.00 to Caruso excavating for the parallel gravity sewer under the Garden State Parkway; Authorization to purchase a 12" inch insertion valve on Mantoloking Road near Fairfield Avenue which has a capital project number 711002 which we will see later; Authorization to issue an engineering task order proposal requesting CH2M Hill for the emergency generator upgrade at the water treatment facility; and Authorization to advertise the fourth telecommunications contract at the Mantoloking Road Water Storage Tank and Authorization to proceed with the water service replacement on Tunesbrook Drive. We also have four developer applications which we will be going over later on."

b. Finance Committee

Comm. Catalano stated, "We had a Finance and Rate Committee on March 18th. I had all of the directors there and they basically told us everything they did in their reports. I wanted to know what their field of obligation is and who works for them. They all did a great job in presenting that. Director Planko, Director Lacey. I have to compliment Director Planko and Mr. Holman on the job that they did with the rate changes, especially with the commercial rates. I know it was a long time coming. Thank you very much. I don't think we need to duplicate what we just heard but they all do a great job."

c. Rate Committee

Discussed under Finance Committee update.

d. Reservoir Committee

Director Bundy advised, "We didn't have a meeting. There were no issues that came up that we needed to discuss so I didn't call a meeting."

e. Watershed Committee

Comm. Cartine reported, "The Watershed Committee met on March 9th to get updated on any progress that committee has made. To give you a briefing, Metedeconk River Watershed and Restoration plan is getting a grant from the DEP which is approximately \$600,000 and change. We have been charged with oversight of the watershed. It extends to the far reaches of Ocean and Monmouth Counties. We have initially met in the early part of this year with all of the stake holders that are involved with the watershed. We are talking about all the political subdivisions from municipalities to the various environmental groups that are both statewide or mandated by the State, as well as the volunteer environmental groups who want to see an improvement in the Metedeconk Watershed, as well as the Barnegat Bay. We talked about some of the progress that we have made. It is a process that is going to take time developing and we have a committee meeting scheduled for mid-April at Ocean County College where we hope to get most of those stakeholders involved again. We have an engineering firm that is working with us on updating and coming to some conclusions on how and what we can do to improve the watershed. To give you an example, in Jackson where a large part of our watershed lies along a major corridor, Route 526. Both sides are affected by the setback requirements that the DEP requires to protect the watershed. To prevent in roads and intrusion on those sites we need to have greater oversight. We also have to understand the fact that this is land that either can or can't be developed. If it is developed it is certainly going to adversely impact our water supply. So our goal basically is to be reasonable and prevent as little construction as we can legally do. We also monitor some of the ponds and lake that exist out in the Jackson area. It was mentioned by Joe Maggio that we have to monitor the algae growth in the upper reaches of the Metedeconk because it does affect the taste and odor of our water. In doing so we have to consider what we can do to help that along. There are methods and ideas that are at hand that we can employ to rid ourselves of some of the contaminants that are in our watershed. I might say that some of those are natural growth. It is part of the environment. It is not source point pollution. With all the research that is being done and the meeting of the stakeholders, it is a process. It is not something that is going to take months, but several years and will require constant oversight on our part. That is our obligation, not only to protect the watershed, but the water quality for our residents and our customers outside of Brick Township. There is a Green Fair that is scheduled for April 30th where we are going to participate with the Township and other environmental organizations in our community. So look for us there on Earth Day. Basically that is what we have been doing and we will continue to follow through and answer your questions as we progress."

f. Alternate Water Source/Energy Committee

Director Specht advised, "We did not have a meeting this month however, T&M is wrapping up the wind feasibility study. I intend to schedule something for the month of April so T&M can make a presentation to the Board at the April Board meeting if possible."

g. Hazmat Liaison/Committee

Comm. McBride stated, "We did contact each other and there was no reason to have a meeting this month."

h. Security Committee

Chairman Veni stated, "The Security Committee is the new committee that we have adopted. We met with Director Bundy and he gave us an outline of what is at the sites now and this coming month we will start detecting what programs we are going to start for the next year 2011 in order to maintain and keep 100% security for terrorism and anything else that could come about."

Chairman Veni stated, "At this time (7:45 p.m.) we are going to go in to Exempt Session. We do have Coffee outside and some chairs to sit down."

Counselor Dasti stated, "We need a resolution to go into closed session to discuss matters of personnel, the minutes of the meeting will be held confidential and not disclosed to the public until the need for confidentiality no longer exists."

Comm. Catalano made a motion to go into closed session, Seconded by Comm. Cartine.

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

Chairman Veni advised that everyone is excused.

6. EXEMPT SESSION

(Personnel, Contracts & Potential Litigation Only)

On motion duly made and seconded the group returned to open session at 8:50 p.m.

7. APPROVAL OF MINUTES

Comm. Catalano made a motion to accept the minutes of the February 28, 2011 Public and Exempt Meeting. Seconded by Comm. Cartine.

AYES: Comm. Cartine, Catalano, McBride, Veni
NAYS: None
ABSTAIN: Comm. Buttacavoli (because he was not present at the meeting)

8. CORRESPONDENCE - NONE

9. APPROVAL OF BILL RESOLUTION - Commissioner Bottazzi

Comm. Ciocco read the Bill Resolution dated March 28, 2011 in the total amount of \$1,493,521.26 broken down as follows:

Total Operating Vouchers:	\$288,131.76
Total Payroll:	884,158.09
Total Capital Vouchers:	314,259.96
Escrow:	6,971.45

Comm. Catalano 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

Comm. Buttacavoli read the Developer Applications as follows:

- 2092 Ms. Meghan Presutti & Mr. & Mrs. John & Rita Kane, NJ State Hwy.
 Route 35 North, Minor Subdivision, Preliminary, NFA, 2 Residential

- 2093 Mrs. Lucille Vrabel, Iroquois Drive, Minor Subdivision, Iroquois Drive &
 Princeton Avenue, Preliminary, NFA, 2 Residential

Comm. Buttacavoli made a motion to accept the Developer Applications. Seconded by Comm Cartine.

Comm. Catalano made a comment directed to Counselor Dasti and stated, "2093 for Vrael, they have been put on hold by the Town for the Architectural Committee and the Planning Board because they have outstanding complaints with Brick Maintenance. We have ruled that we are not going to hear them in the Architectural Review Board or Planning Board or until their complaints in town are satisfied and I just wondered if that relates here if anything."

Counselor Dasti replied, "I don't think it does. You have to take the application on its own. Any approvals you give tonight are still going to be subject to the Township doing whatever they have to do so I think that is fine. As long as it complies with our rules and regulations then I think you should go forward with it."

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

11.2 Other Applications

Comm. Buttacavoli reviewed the Other Applications as follows:

2082 AutoZone, Inc., Major Site Plan, Chambers Bridge Road, Final,
1 Commercial Unit

2091 Mr. & Mrs. Joseph & Louise Gass, 218 Circle Drive, Minor Subdivision,
Circle Drive, Preliminary, 2 Residential

Comm. Buttacavoli made a motion to accept the Other Developer Applications. 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

Director Pannucci reviewed the Customer Accounts Reconciliations as listed on the agenda.

- a. Account 2354007-0, 307 N Bay Shore Drive, Werner Kuenzle. A recommended sewer credit due to outside watering on new landscaping in the fall that did not enter into our sewer system for \$900.00. This is a NJ American water customer and does not have a Brick auxiliary meter. Average usage for the quarter in question is 26,000 gallons and rose to 170,000 gallons.

- b. Account 751723-0, 12 Whitecap Way, Fay Yanuzzelli. A recommended one-time water/sewer credit due to a leaking toilet for \$608.40. The average usage is 6,000 gallons and the quarter in question rose to 111,000 gallons. All repairs have been made and verified and the meter is in proper working order.
- c. Account 17298405-0, 912 Route 70, Brick Motor Inn. A recommended one-time water/sewer credit due to a broken toilet for \$1,287.00. The average usage is 123,000 gallons and the quarter in question rose to 344,000 gallons. All repairs have been made and verified and the meter is in proper working order. Brick Motor Inn is still responsible for the remaining \$2,618.30 of the remaining balance from that quarter.
- d. Account 22069601-0, 767 Williamsburg Drive, Kenneth Miller. A one-time water/sewer credit is recommended due to a leaking toilet for \$421.20. The quarter in question rose to 83,000 gallons where the average is 11,000 gallons. All repairs have been made and verified and the meter is in proper working order.
- e. Account 18804800-0, 852 Burnt Tavern Road, Maukit Cheng. A sewer credit is recommended due to a broken sprinkler line for \$912.50. The quarter in question rose to 187,000 gallons where the average usage is 41,000 gallons. All repairs have been made and verified and the meter is in proper working order. This usage did not enter into our sewer system.

Comm. McBride made a motion to accept Items a through e on the Customer Accounts Reconciliations. Seconded by Comm. Catalano.

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

14. CONTRACT CLOSE-OUTS

15. AUTHORIZATION TO EXPEND APPROVED FUNDS

- a. Authorization to Purchase a 12” Insertion Valve on Mantoloking Road near Fairfield Avenue for \$7,530.15 from L/B Water Service, Inc.; Capital Project No. 711002 –

Director Specht stated, “This is for the authorization to purchase a 12” insertion valve for Mantoloking Road near Fairfield Avenue for \$7,530.15 from LB Water Service, Inc., Capital Project No. 711002. The existing water main on Mantoloking Road has minimal valves which limits our isolation capabilities if there is water main break or a repair that is required on a main or a valve. First main line is proposed to be inserted near the intersection of Fairfield Avenue. The installation of this valve will also minimize the customer impact during the removal of the existing valve at the intersection of Glenwood Avenue that is being removed in conjunction with the shared services agreement with the Township of Brick for the Water Main upgrades to Glenwood Avenue and Glenwood Place. We received three bids on this and L/B Water services was the low bidder and I recommend that we move ahead with the valve installation.”

Chairman Veni asked, "That is just for the valve itself, it doesn't include installation?"

Director Specht replied, "That will include installation of the valve. Our crews will do the excavation and traffic control, but their technicians will come out and install the valve."

Comm. Cartine asked, "Do we shut the water off to the adjacent residents in that area?"

Director Specht replied, "When you put an insertion valve in a water shut down is not required. By the time you excavate and install it will be about a three hour job, but we will be out there for a day by the time we get done with backfill and pave it."

Comm. Cartine made a motion to authorize this expenditure. Seconded by Comm. McBride.

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

- b. Purchase of 2011 Chevrolet Impala LS, from Pine Belt Chevrolet in the amount of \$20,910.00

Director Bundy stated, "This is for the purchase of a 2011 Chevrolet Impala from Pinebelt Chevrolet in the amount of \$20,910.00. This is a budgeted purchase, but we are having a resolution later on the agenda so you would be voting on it in that section."

- c. Purchase of New Customer Invoices in the amount of \$6,334.50 freight included

Director Pannucci stated, "This is for a new years supply of invoices, envelopes, and return envelopes. The number you see on the agenda that is the lowest bidder, or quote. We went out and got four prices instead of just the standard three. Finally, I am asking the Board for approval to purchase them for \$7,760.50, keeping in mind with our old style bills ten years ago we were spending over \$10,000. Just to point out at the end of this year barring any programming issues, customers will have the option to have their bills emailed to them and have the ability to sign up for direct withdrawal. So hopefully by this time next year we wont' be ordering so many paper bills."

Comm. Buttacavoli made a motion to approve this expenditure, seconded by Comm. Cartine.

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

16. AUTHORIZATION TO SEND OUT BIDS, RFO'S & RFP'S

- a. Authorization to Advertise the 4th Telecommunication Contract at the Mantoloking Road Water Storage Tank; Contract No. 2011-Mantoloking

Director Specht explained, "Mr. Chairman this is for the authorization to advertise the fourth telecommunication contract at the Mantoloking Road water storage tank. Contract number 2011-

Mantoloking Road. Verizon wireless has expressed interest in installing a telecommunications system at this location. Currently we have three providers at the tank OmniPoint or T-Mobile, ATT&T formerly Cingular Wireless, and Metro PCS will be installing their equipment in the near future. We have been approached by Verizon, so I am recommending that we go out with another contract, publicly bid another contract with a minimum bid of \$45,000 for the lease and also improvements to our handrail system on top of the tank. Our current two contracts, the latest one is Metro PCS and ATT&T. Their lease amounts started at \$42,000, so I am recommending that we bump that up to \$45,000 and make improvements to the tank. This was discussed at the Construction Committee meeting on March 18th and I would like to move forward with advertising as soon as possible on this.”

Comm. Ciocco stated, “On that tank we have AT&T and T-Mobile currently. AT&T and T-Mobile are currently pursuing a merger and I was wondering how that would affect the contract at some point if they were going to try to back out. Or if one of those contracts would be null and void and they wouldn’t need both of those tenants up there.”

Counselor Dasti replied, “I don’t know the technical jargon as to what happens with that, but at this point they have talked about a merger that Verizon is going to object to, and it will take a year or two until that gets resolved if at all in terms of the anti trust issues. In the meantime we have a lease with both of them. If one buys the other they still have to be responsible for both leases. Whether they will continue to need both sets of antennas, I just don’t know the technical communication side. But I think each of your lease agreements has a five year call option so any of the tenants can say my lease is over. Frankly, you are going to see this for the next ten or fifteen years as time goes on, they won’t need all of these antennas, but we’ll deal with that later.”

Comm. Catalano asked how long the leases are for. Counselor Dasti advised that they are 25 year leases but they have five year call options. The lease requires them to take down the equipment and properly restore the tank.

Comm. Cartine stated, “I just want to inform our guests and visitors too that this is an additional revenue stream that comes into our Authority through the leases of these various telecommunications sites. These towers are probably the highest elevation areas in the Township, and we are fortunate that we have these companies coming to us and wanting to use our facilities. It is an additional revenue stream that we enjoy.”

Comm. Buttacavoli made a motion to approve this action. Seconded by Comm. Cartine.

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

17. ADOPTION OF REPORTS

Comm. Buttacavoli made a motion adopt the Directors Reports, seconded by Comm. Catalano.

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

18. ADOPTION OF PERSONNEL ACTIONS

Counselor Dasti stated, "As I recall one of the matters that was discussed that you want to formally authorize is for a water treatment plant operator. Is that all we are doing?"

Chairman Veni stated that is part a and we are going to approve part b which is what we read before."

Comm. Catalano made a motion to post the position of Water Treatment Plant Operator. Seconded by Comm. Buttacavoli.

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

Chairman Veni stated, "The next item in personnel will be what we discussed."

Counselor Dasti stated, "Well you need indicate at least that there was a straw vote that you should affirm to grant a one dollar an hour raise to our receptionist in customer service, Helen Skoczylas.

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

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

19. OLD BUSINESS

20. NEW BUSINESS

20.1 Authorization to Issue an Engineering Task Order Proposal Request to CH2M Hill for the Emergency Generator Upgrades at the Water Treatment Facility; Capital Project No. 711003

Director Specht advised, "This is the Authorization to issue an Engineering Task Order Proposal Request to CH2M Hill for the emergency generator upgrades at the Water Treatment Facility, Capital Project No. 711003. What this entails is in order to increase the flexibility of our emergency generators at the water treatment facility, it is recommended that we issue this proposal request to CH2M Hill. They are currently our consulting engineer for ASR Well No. 15 and are familiar with the electrical and emergency generator systems in the generator building. The proposal, once it is received by staff will be presented to the board of commissioners for further consideration. Funding is available in fiscal year 2011/2012 and 2012/2013 budget, for evaluation design bidding and construction in the amount of \$850,000. In this current fiscal year we have \$100,000 available for the engineering design. I recommend we move ahead with this."

Motion for approval by Comm. Buttacavoli, Seconded by Comm. Cartine

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

20.2 Authorization to Proceed with the Water Service Replacement on Tunes Brook Drive: Capital Project No. 601002

Director Specht advised, "This is the authorization to proceed with the water service replacement on Tunes Brook Drive, Capital Project No. 601002. I sent a separate memorandum to the Board of Commissioners back on March 16th recommending that we proceed with the replacement of 60 water services in advance of the Township future roadway paving project. There are approximately 67 services on that road. We have replaced seven at this time and have repaired another half dozen. We are seeing deterioration of these services, and it is recommended we replace them at this time. The water main is in good condition that does not require replacement. It is just the services themselves. We will do this with our own forces. The estimate for capital for the replacement of this for the water service material, as well as the paving is under \$20,000 and is in future capital improvement paving project by the Township so I recommend we do it ahead of time and get these services out of there."

Comm. McBride made a motion to move forward with this action. Seconded by Comm. Buttacavoli.

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

21. RESOLUTIONS

- 26-11 A Resolution Authorizing the Final Quantities Change Order/Change Order No. 2 in The Contract between the Brick Township Municipal Utilities Authority and Caruso Excavating Inc., for a decrease in the Contract Amount by \$9,100.00 for Contract No. 805001 – Parallel Gravity Sewer under the Garden State Parkway, New Jersey Environmental Infrastructure Financing Program (NJEIFP), Project No. S340448-08

Director Specht advised, "26-11 is a Resolution Authorizing the Final Quantities Change Order/Change Order No. 2 in The Contract between the Brick Township Municipal Utilities Authority and Caruso Excavating Inc., for a decrease in the Contract Amount by \$9,100.00 for Contract No. 805001 – Parallel Gravity Sewer under the Garden State Parkway, New Jersey Environmental Infrastructure Financing Program (NJEIFP), Project No. S340448-08. This contract required a final quantities change order since there was a line item associated with the contract. We had underruns in two line items. Item No. 9, the backfill for \$1,600 and Item No. 15, the steel sheeting for \$7,500, that would give you a total decrease in the contract price by \$9,100.00. The total original contract amount was \$498,894.00. We issued change order No. 1 for \$19,678.80 for some additional bypass piping that we installed in the casing. With this final quantity change order it decreased the final contract amount will be \$509,472.80. I just wanted to make the Board aware that I submitted a payment to the NJEIFP program for this financing, of which \$320,000 was for a State Grant. I received confirmation today in a letter from the NJDEP that they will be moving forward with the payment of this \$320,000 for this project, so the total construction is really only costing the Authority a little under

\$200,000. I would move ahead with this and we can close this contract out.”

Motion to approve Resolution 26-11 by Comm. Catalano, Seconded by Comm. Buttacavoli.

Question on the motion by Comm. McBride, “Was that Change order No. 1 or No. 2?”

Director Specht stated, “Change Order No. 2 is what we are looking to get approved tonight which is the final quantities change order also.”

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

29-11 2011/2012 Adopted Budget Resolution – Water – Fiscal Year from April 1, 2011 to March 31, 2012

Director Planko stated, “Both resolutions 29-11 and 30-11 are the resolutions that I mentioned in my rate presentation this evening. They both are the same as our approved budget back in January. They are both consistent with the Budget Book and I recommend the Board adopt both of these resolutions this evening. I will forward these materials to DLGS for adoption as well.”

Comm. Cartine made a motion to adopt resolution 29-11. Seconded by Comm. Catalano.

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

30-11 2011/2012 Adopted Budget Resolution – Sewer – Fiscal Year from April 1, 2011 to March 31, 2012

Comm. Buttacavoli made a motion to adopt Resolution No. 30-11. Seconded by Comm. McBride.

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

31-11 A Resolution Establishing a Bid Threshold of \$36,000.00 for Brick Township Municipal Utilities Authority

Counselor Dasti explained, “You have appointed a Qualified Purchasing Agent, which is a new wrinkle in the regulations which allows for your QPA to take care of bids on their own up to \$36,000, but you need to adopt a resolution setting the threshold at \$36,000. It follows up with what you did last month.”

Comm. Cartine made a motion to adopt Resolution No. 31-11. Seconded by Comm. Catalano.

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

32-11 A Resolution Awarding Contract for Electrical Work

Director Bundy stated, "Every year we go out to bid for our electrical services from an outside contractor. This year we received five bids. We are recommending that we award to the three with the lowest hourly rates which are listed in the resolution."

Comm. Buttacavoli made a motion to adopt resolution No. 32-11. Seconded by Comm. Catalano.

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

33-11 A Resolution Amending and Supplementing the Brick Township Municipal Utilities Authority Administrative Code

Director Lacey advised, "This is a resolution amending and supplementing the Brick Township Municipal Utilities Authority's Administrative Code. Essentially what you will be doing is modifying the Administrative Code as previously adopted in order to include the Alternate Water Source/Energy Committee as a replacement of the Desalination Committee. The role of this Alternate Water Source Energy Committee is as follows. Number one: the Alternate Water Source Energy Committee reviews and makes recommendations about alternate water sources and alternate energy sources. The Authority hereby creates the Security Committee which function and duty shall be as follows: To propose and to undertake all necessary steps to insure that security of the Authority's water supply and capital improvements. You are creating two new subcommittees."

Comm. Catalano made a motion to adopt Resolution 33-11. Seconded by Comm. Cartine.

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

34-11 Authorization for Purchase of 2011 Chevrolet Impala LS from Pine Belt Chevrolet in the amount of \$20,910.00

Director Bundy stated, "Now that you have passed Resolution No. 31-11, we can vote on purchasing the vehicle from Pine Belt Chevrolet in the total purchase prices of \$20,910.00."

Comm. Buttacavoli made a motion to adopted Resolution No. 3-11. Seconded by Comm. Catalano.

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

22. PUBLIC DISCUSSION

Chairman Veni stated, "At this time I will open up this meeting for public discussion. Yes please give your name and address."

Ms. Briggs stated, "Melanie Briggs, Brick."

Chairman Veni addressed Ms. Briggs, "If you remember I told you that we are on a new system please, give your name and the actual street address."

Ms. Briggs responded, "Why? Brick. I live in Brick. I am entitled to be here. It doesn't matter what street I live on unless you are going to send me a letter."

Chairman Veni stated, "I am being told different."

Ms. Briggs replied, "Well when I see it in writing then I will give my street address out."

Chairman Veni asked, "Is there a reason why you don't give your street out?"

Ms. Briggs replied, "It's personal reasons. I don't want my street address out there."

Chairman Veni stated, "Well everybody else does it."

Ms. Briggs replied, "OK can I have everyone's street address."

Comm. Cartine stated, "238 Lions Head Blvd."

Comm. Ciocco stated, "224 Green Tree Road."

Director Planko stated, "806 Sandra Place."

Chairman Veni stated, "Well we are not going to go into the professionals, can I have your address please? I gave you mine."

Ms. Briggs stated, "Summit Avenue."

Chairman Veni asked, "Number?"

Ms. Briggs replied, "I better get a letter for this 652. Now what is this Chevrolet Impala for?"

Chairman Veni replied, "We have a bunch of old vehicles that are in our fleet so we are replacing one."

Mrs. Briggs asked, "Who is it for?"

Chairman Veni stated, "It is for the pool. When you have an older car you tend to replace it every so many years."

Ms. Briggs asked, "But who needs this car?"

Comm. Buttacavoli stated, "It is in the motor pool. It is not assigned to anyone."

Mrs. Briggs stated, "For what use? Years ago it was abolished that anybody had a car."

Chairman Veni stated, "It is not for any particular person. It is for the pool."

Ms. Briggs asked, "So if I came over and I say can I borrow the Impala to use today can I have it?"

Chairman Veni replied, "No because you are not an employee."

Ms. Briggs asked, "Give me an example why somebody would need to use this car."

Chairman Veni replied, "If one of our directors or commissioners have to go to a seminar they take a vehicle and they use it."

Ms. Briggs asked, "They don't have their own cars to use?"

Chairman Veni stated, "Yes they have their own vehicles, but it is a policy to give the person transportation of an MUA vehicle."

Ms. Briggs asked, "They can't be reimbursed for gas for mileage on their car."

Chairman Veni stated, "I would prefer they use our vehicles for insurance purposes."

Ms. Briggs asked, "On the outside testing that the BTMUA is now doing have those costs increased as well?"

Director Maggio stated, "There hasn't been a cost increase because this is the first year of our agreement with these new customers."

Ms. Briggs asked, "Were there old customers?"

Director Maggio replied, "There are old customers. I think we have redone our rates nominally over the years. We have competitive rates. I guess that is the best way to put it."

Ms. Briggs stated, "Ok so the rate payers gets raises, but the people we are doing business with don't. What companies.."

Comm. Cartine stated, "I'm sorry. I don't think we understood your question."

Ms. Briggs explained, "Just like the telephone company increases your rates, this company increases its rates, have we increased the rates for companies that are using our labs or services?"

Comm. Cartine stated, "We actually are relatively new in this business. We just landed this one large customer which was the Passaic Valley Water Commission and we are doing some testing for them so we are really in our infancy where we are doing this in a large scale way. We have had some small customers in the past which has not really represented a lot of dollars to us. They were basically in house. We were asked to do a test here and there. There was nothing structural about it. It was not long term contracts with those particular customers, so now we are basically in the business. We are soliciting new customers with regards to our state of the art laboratory. We are new at it. There is no real history that we can draw upon. But as the competition grows in that field we will be adjusting our rates to these outside customers as needed."

Ms. Briggs asked, "And how long have the contracts been awarded for?"

Director Maggio stated, "The Passaic Valley contract is an annual one."

Counselor Dasti stated, "Mrs. Briggs we have to be careful. We are providing a service. If we try to raise our rates too high, they will go to someone else and we will lose the five figure fees we charge."

Comm. Buttacavoli stated, "We get paid sufficiently to cover the cost."

Director Maggio replied, "Oh absolutely. There have been instances where we have raised our rates. And there have also been instances where for competitive purposes we have needed to lower our rates, but it absolutely covers the cost."

Chairman Veni stated, "Correct me if I am wrong, didn't we have to bid on this project? Were there others?"

Director Maggio replied, "We did bid on the first Passaic Valley Contract for MIV and Geosmin analyses, and then we entered into a shared services agreement. This agreement, because they were happy with our service was initiated directly with us."

Counselor Dasti stated, "This contract is over \$100,000 so we have to be careful to preserve this contract or they will go to Company B. We are doing the best job, but if we raise the rates they will go to another company and you will lose \$100,000 revenue. What do you think we should do?"

Ms. Briggs responded, "Well I think like anything else they should ... not double it. Just like tonight you voted a rate increase for the residents. What only residents are the only ones who should get a raise?"

Ms. Briggs stated, "On the 32-11, the electrical contracts, the three that were picked. Do they have names?"

Counselor Dasti stated, "It is in the resolution. I will give you a copy."

Mr. Vic Fanelli, (24 Meadow Point Drive) stated, "Two quick ones. Has there been any consideration to sending one invoice to people like me who have two meter systems. Saving postage and all that stuff?"

Director Pannucci asked, "You mean between a house account and an auxiliary account?"

Mr. Fanelli stated, "Yes I have an outside water meter and I get two bills. Two envelopes two return envelopes,. Two postages..."

Director Pannucci responded, "Eventually we will be able to combine them but right now they are two distinct accounts and treated that way. That is why you have two bills."

Mr. Fanelli asked, "You can't combine them?"

Director Pannucci replied, "No."

Chairman Veni stated, "What you can do when you get them is put them in one envelope with one stamp."

Mr. Fanelli replied, "That is what I do. I do that."

Mr. Fanelli asked, "My second question is has there been any consideration to just doing paperless billing like I do with others?"

Director Pannucci stated, "Mr. Fanelli as I mentioned before, we have only been taking payments on lines for a year and a half. Two years ago I ripped out our old system and put in a new PC based one. Now you can pay on line with debit or Echeck, but at the end of the year barring any programming issues, which we are doing in house with our billing system Edmunds, not only will you be able to have your bills emailed to you, but you will also be able to sign up for direct withdrawal."

Ms Marilyn Lago (North Lake Shore Drive) stated, "I think this question might be answered by Mr. Pannucci. Under authorization to expend approved funds, new customer invoices, is that amount for a year?"

Director Pannucci replied, "Yes. That covers all of our accounts four times a year."

Brian DeLuca, (420 17th Avenue, Brick) stated, "I noticed that all the commissioners are drinking MUA water because it is probably the best water in the State, and hopefully in future meetings I will see some our professionals and employees drinking the same."

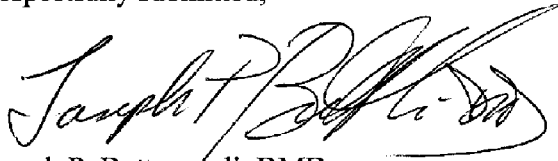
23. CHAIRMAN'S CLOSING STATEMENT

Chairman Veni read the following *"The next meeting of the Authority will be a Commissioner Training Session on Wednesday, April 20, 2011 at 6:00 p.m. at which no formal action will be taken. The next regular public meeting of the Authority will be a Public Meeting on Monday, April 25, 2011 at 6:00 p.m. 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

At this point in the meeting, 9:35 p.m., on motion made and duly seconded, and a unanimous vote of all members the meeting was adjourned.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Joseph P. Buttacavoli". The signature is written in black ink and is positioned above the printed name.

Joseph P. Buttacavoli, DMD
Authority Secretary