

Minutes of a PUBLIC MEETING of
The Brick Township Municipal Utilities Authority Held on
August 22, 2011 beginning at 6:00 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
John A. Catalano	Present
Patrick L. Bottazzi	Present
Edward J. McBride	Present
Joseph M. Veni, PE	Present

Members Absent

Allan E. Cartine
John Ciocco

Staff & Consultants Present

James F. Lacey, CPWM, Executive Director
Frank Planko, CFO
Frank Pannucci, Jr., Director of Customer Accounts
Joseph Maggio, PE, Director of Water Quality
Steve Specht, PE, Director Engineering/Operations
Scott Bundy, Director of Central Services
Marie Sylvester, Executive Supervisor
Jerry J. Dasti, Esq., Authority General Counsel
John S. Truhan, PE, Authority Consulting Engineer
Frank B. Holman, Authority Auditor

4. Directors' Reports

a. James F. Lacey, CPWM, Executive Director

Director Lacey stated, "My report is as submitted. There is not a lot of changes. There are some personnel issues. We had the passing of an employee and we certainly have some litigation to discuss in respect to the ASR well, possible litigation that we need to discuss in executive session but other than that things are good."

Comm. Buttacavoli asked, "Jim in your report you mentioned something about that storm on the 29th having some damages to the facility, could you elaborate on that a little because I was not aware of that."

Director Lacey responded, "Surely. We had an event with a lot of lightening. We had a lot of trees down along the well road in the back. We also had a lot of electronic damage, whether it was the front gate, telephone and maybe Scott can elaborate on that. There was just a lot of electronic and some structural damage with respect to trees being sheered things like that."

Comm. Buttacavoli asked if there was any damage up at the Reservoir.

Director Bundy replied, "There was no damage at the Reservoir. But because of last night's storm there were some trees down."

Director Lacey advised, "And we made application for insurance. I did talk to Mike Avallone from the JIF and I know Scott did too. Most of it is cleaned up. We are up and running."

Comm. Catalano asked, "Scott you mentioned about the Reservoir and the damages, did we have any actual damage in the tunnel because of this recent rain with those leaks? Did it affect it at all?"

Director Bundy replied, "The water in the tunnel is coming from the Reservoir itself not from the groundwater."

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

Director Specht stated, "Couple of items on the agenda to talk about. One would be Well 15 and that is in exempt session. Also we have a shared services agreement. We have been pursuing this contract with the Borough of Bay Head probably since April of this year to do design and construction management work on the Route 35 corridor in anticipation of the NJDOT improvements on the Rt. 35. The Borough has approached us about designing the job where they want to install cleanouts on the existing sewer laterals and they have authorized that earlier this month. I just need to get formal approval from the Board of Commissioners and then it can be taken over to the Township of Brick to get their approval to start on the job. The total price for that is in the neighborhood of about \$50,000. Again I request that we get that approved by the Board. Last month the board also authorized us to move ahead with the redevelopment of Well 1A in the Parkway Service Territory, as well as Well No. 11 on our site which had a failure this past July. Those specs have been completed and have been reviewed by Engineering as well as Water Quality and we are looking to advertise this Thursday which would be the 25th. We will look to get bids by September 15th and award at the September meeting. If

not we would award no later than the October meeting so we are moving ahead with that. With regards to the Fort Street Water Main Replacement the Board granted authorization last month to move ahead with that utilizing the Township Engineer Alaimo for the design and construction management totaling \$7,000. The township approved that at their August 16th meeting so we are moving ahead with that. I think they are almost ready to advertise that project. Once the bids come in on the water main I will bring that to the Board so we can get that awarded also and that about wraps it up Mr. Chairman.”

c. Frank Planko, Chief Financial Officer

Director Planko stated, “I have a few items. The first Item I want to mention is last month we had Resolution No. 50-11 that was to close our series 2002 bond account because we exhausted those funds. When you review the Treasurer’s Report later you will see there is ninety cents remaining in the account and that was in interest posting. I also have Resolution 57-11 on the Agenda this evening. As we reviewed the audit last year we had one exception. As Frank Holman noted it was a \$40.00 deposit for a Reservoir paving check that wasn’t within the 48 hour time frame. I did note in the resolution and the corrective action plan we are going to focus on streamlining those deposits. I reviewed the resolution and the plan with the Finance Committee and the Auditors so we will be asking the Board to pass the resolution this evening. I also have some recent positive news regarding our bonds. Back in September and then again in December, when I did my budget presentation I talked about a refunding of our 1998 bonds and a significant portion of our 2002 bonds which was going to save us a fair amount of money. Due to market conditions that kind of thing got swept under the carpet for the past six or eight months. Friday afternoon I talked to Acacia, our Financial Planning Group, and market conditions are looking positive for this refunding. As you might recall the Local Finance Board required a 3% net present value savings for them to approve it. Right now we are at 3.4% which will save us about \$550,000 over the life of the bonds. We talked about it Friday afternoon. I sent emails to the Finance Committee and the Auditors. I believe they are on board and if there is no objections I would like to move forward with all our professionals for that refunding. I believe all our approvals and resolutions are in place. It went before the Local Finance Board and I think we are ready to move. I think if we can still get a refunding in by the end of September we can still save about \$40,000 to \$50,000 in debt service this fiscal year alone. I think it is a good move and perhaps Frank wants to comment, but I think we are ready to go.”

Mr. Holman stated, “They also laid out a schedule. I don’t know if Jerry has had a chance to look at it.”

Counselor Dasti advised, “I didn’t see it I don’t think I got it.”

Mr. Holman continued, “We need to get that to Jerry, but it looks like we are talking about pre-closing September 26th which would be our meeting. So it looks like it may work out schedule wise. They should come out and be here for that meeting.”

Counselor Dasti stated, “I think you might want to hear from Acacia on the specifics.”

Director Planko advised, “Actually conditions right now are about the same as they were in September when Acacia was here. About 3.4% net present savings value or \$550,000 over the life of the bonds. I think not only will it benefit us this fiscal year partially, but it will give me some dollars to work with the upcoming 2012 -2013 budget as well. I think it is a good thing and we should move forward.”

Chairman Veni stated, "Frank just mentioned that our next meeting is when this bond has to be resolved. Last month I have asked you to try to do these things one month before so we have time to think about it. Can you keep that in mind for anything else."

Director Planko replied, "Mr. Chairman I just spoke to them on Friday afternoon."

Counselor Dasti added, "It just came up last week because the bond market has improved. Generally speaking when the stock market goes down the bond market goes up so that is why the bond market now has come back. And that has only happened in the last couple of weeks."

Director Planko advised, "I just found out Friday afternoon on this and that is why I'm just bringing it to the board now."

Chairman Veni said, "You can bring it to the Board but you know talk to these people, all our vendors and just see if we can try to do these things before it has to be done that night."

Counselor Dasti stated, "I think that perhaps what can be done before the 26th is that your financial advisor can probably print out in specifics what the costs savings are going to be. They have the software to do this and it will come out between \$550,000 and \$600,000 which is quite a substantial savings over the next 20 years. I'm sure they can print that out before the meeting so you can have that in hand."

Mr. Holman stated, "Maybe it would be a good idea to have a Finance Committee meeting with that data."

Counselor Dasti asked Director Planko, "Maybe you can reach out to them and tell them to print something out in terms, depending upon the bond interest rate, etc."

Mr. Holman stated "They asked for a Resolution for the LFB right?"

Counselor Dasti advised, "We adopted it last October, and as soon as we adopted it the market went in the wrong direction. It is still good. We are ok. We will close in about thirty days and that will be fine."

d. Joseph Maggio, PE, Director of Water Quality

Director Maggio advised, "We do have one item to discuss in exempt session regarding a grant. We in my monthly report we discussed the thunder storm of August 29th. We did have some power disruption at the plant and had some equipment damage, however at no time was treatment disrupted or water quality impacted. We weathered that storm pretty well. These rains over the last week or so have really changed our outlook for source water. The river flows available had dropped quite significantly before these storms and we have own been able to fill the Reservoir and are hopefully ready the fall season."

Comm. Buttacavoli asked, "Joe on your report on page 7 I think it is just a typo because you are talking about the watershed spill in Jackson and it says determined that this will pose to threat and that should be no threat."

Director Maggio replied, "Yes we have staff respond to all spills like that there was no threat."

e. Scott Bundy, Director of Central Services

Director Bundy stated, "To elaborate on the storm damage, we are still actually evaluating. There are some systems that don't come into play all the time and we are still finding stuff that was damaged. We are into this about \$20,000 so far. We have \$6,000 just in tree removal. A lot of trees hang over wires in the back and it is beyond our ability to handle with our staff so we did have to get a tree service out here. We kind of rigged some things to kind of keep them running. We are ordering parts and there is some stuff that comes from overseas and it is taking a while to get it here. We had some issues with the SCADA, but Joe was able to keep it running the magician that he is, but the emergency call out alarms, everything is shot, half of our phone system is gone but luckily we were planning to replace it anyway. We had hits right here. We had a tree we had to take down on the side right next to the building. It was split down the middle from the lightning strike. It was all hit right here which is going to lead us to talk about lightning protection in the future because we have none. In my report for the month I have a few requests to utilize the reservoir which are on the agenda later on. I also have an item on here from the Reservoir Committee to update our rules and regulations for the reservoir if you would like to discuss it at all it would be good time to do that, other wise if there are any other questions on my report I am open to answer them."

Comm. Bottazzi stated, "Well I think everyone got that in their packet and if they read it the committee and the director would like an approval of it from the full board and if any input is available by anyone. I doubt it. I think they did a great job on it. I don't think there is any room for improvement, we should accept it and put it to use. The Director has said in his report that we were going to give out hand flyers as opposed to just putting extra additional rules on the board out there does not mean that they are are going to read it. As we had discussed earlier last month it will be no more than two dogs per walker and no more than a six foot leash."

Comm. Catalano asked, "Do we anticipate a big litter problem because of the handouts?"

Director Bundy advised, "We are going to hand them to them on the way out so if there is a litter problem it is not in the water. We'll keep on top if it. The guys do a good job out there."

Chairman Veni stated, "Scott I read it in the rules, I was just not aware of it that we keep the Reservoir open until December 15th until 9:00 p.m. Do they really use it that late in the year?"

Comm. Bottazzi stated "More so in the fall when it is cooler."

Chairman Veni stated, "Fall yes but we are talking about winter now, December 15th. I was just surprised to see that. I wasn't aware of it and I saw it when I read the pamphlet. You wanted to continue with that?"

Director Bundy replied, "Its fine. There was a lightning storm last week and there were still people up there running. We had to send the guys out. We have lights every couple of hundred feet. It is pretty well lit up there."

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

Director Pannucci, "July was a nice quiet month for customer accounts. I only have two items which I can go into now or when we go into the agenda whichever you prefer.

Chairman Veni stated, "I would like to ask, and not to get into a discussion but I would like to ask Frank Pannucci and Frank Planko to look into see how we can make these bank checks that we receive for payment, people paying on line more automated. I know you can do it."

Director Pannucci replied, "I don't know how but Ok. We'll look. We'll see what we can do."

5. Commissioner Committee Reports

a. Construction, Buildings & Grounds Committee

Comm. Buttacavoli stated, "We had a Construction Committee and Building and Grounds Committee meeting on Tuesday, August 16th. We had met with Jim Allen and Directors Maggio, Bundy and Specht and basically went over about everything they mentioned here so rather than mention it again if there are any questions. We have a preliminary and a final application to go over as well. There is not much more I can mention at this point that wasn't covered by our directors."

b. Finance Committee

Comm. Catalano stated, "We had a meeting on August 12th and a couple of things were discussed. One of them was the traditional health plan that we have versus the direct access. There are about nine or ten individuals that have that insurance and like it. What the Finance Committee would like to suggest to the Board is that we pass a resolution that going forward we don't offer the traditional plan anymore but to grandfather those that are in it Mr. Chairman. Those that are in it will keep it, but it will not be offered to any new employees."

Chairman Veni advised that he doesn't have a problem with it.

Director Plano asked Counselor Dasti if we need a resolution on this decision.

Counselor Dasti advised, "I don't think so. No."

Comm. Catalano asked, "We talked about Tom Ucko and they would be more than willing to go out and search the market place and they came back very quickly and said we really can't beat the prices of the JIF so I guess that is where we will stay."

Director Planko stated, "That is correct. I talked with both Tom Ucko and Joe Maurillo on this issue."

Comm. Catalano continued, "We also talked about the corrective action plan which Mr. Planko talked about. Frank do you just want to talk about the declaration of the property that we put on Gov.Deals."

Chairman Veni advised that he was going to talk about that in exempt because he had some questions.

Counselor Dasti asked, "Are you going to talk in exempt about what items should be put on the surplus sale? Contracts, potential litigation or personnel. I don't know the specifics of what you are looking to talk about, but if it falls under that criteria that is fine."

Chairman Veni replied, "contracts, and if you say no then we don't talk about it."

Comm. Catalano asked, "Mr. Holman the arbitrage calculations that your firm is doing, is there a time frame as to when they have to be done?"

Mr. Holman replied, "Yes, but we are well within that filing frame and we have started it. I expect this month we will probably have a draft report, in September."

Comm. Catalano asked, "Are the arbitrage calculations like other reports that we would send to the IRS or the state? Are their forms and do we have to send them in on a timely basis?"

Mr. Holman replied, "Only if you owe the IRS money, but we have calculations that we are going to prepare and submit to the commissioner so that you have it on file. We are hopeful that we won't have to file a return, but you will have a product that you will be able to look at. And the time frame John is basically five year anniversary date and we are well within that filing period."

Comm. Catalano continued, "The last thing that we talked about at the Finance meeting is Mr. Planko is having some difficulty with our developer's escrow accounts, what banks were they in again? Was it TD Bank?"

Director Planko advised, "Developer Escrow is now with Wells Fargo. It went from Summit to First Union to Wells Fargo and they charge us fees, the fees are nominal but the programs that they have are a little cumbersome for us to work with and to keep all developer accounts separate. I just talked briefly and just kind of threw it out there if it would be worthwhile to do an RFP and look around for another bank to handle the developer escrow accounts. At the same time we also have our payroll account which is still with TD Bank and we are paying a per check fee there and they were supposed to get the ACH function, which is the function where payroll gets it's money and it disperses everyone's money to the various accounts and banks and Crowne doesn't have that capability. I was thinking along the lines if we do the escrow account maybe we can look around for the payroll account for another bank as well."

c. Rate Committee

The Rate Committee didn't meet.

d. Reservoir Committee

Chairman Veni advised that the Reservoir committee just had this one item, changing the rules and regulations.

e. Watershed Committee

Director Maggio advised that we did not have a Watershed Committee Meeting.

f. Alternate Water Source/Energy Committee

Director Specht advised, "Following our special meeting on August 3rd, I met with Commissioner Cartine. Commissioner Ciocco did not make it he had to leave following the special meeting. We received the final feasibility study presented by T&M on the wind turbines at the Reservoir. What we decided to do is I will come up with a memo since the Township is involved in this effort with the public works facility, and we will sit down with the Township to determine their involvement in the project. That is the next step."

Chairman Veni stated, "Before I forget Scott would you like to tell us about your trip to Trenton in reference to the parking lot."

Director Bundy stated, "They told us that they wanted to preserve access to the river and we told them that is exactly what we are trying not to do, but we had a preliminary meeting to go over all the ground rules for the CAFRA permit. I think it went very well. They got everything out on the table for us as to what we need to do, and I think we reeled them into understanding our project better and to understand that it is not that significant in scope and it is very important for us as far as security. I think we kind of got a little bit of a fast tract from who at I gathered."

Mr. Truhan stated, "We tried to pin them down with a review schedule as best you can with DEP, but as Scott said I think it was pretty positive. There are items that you have to review as part of the CAFRA requirements, but I think because of the security situation we can keep them down to a minimum."

g. Hazmat Liaison/Committee

Comm. McBride stated, "We did have a Hazmat Committee meeting. We had two items on Hazmat. Number one was to confirm with the regulatory compliance to obtain a Frag tank to cover the chlorine tanks and I will let Director Maggio expand on that because he is more familiar with it. It is a safety item that is necessary. And the second is the failure of a chlorine sensor because of the storm."

Director Maggio added, "We did have a Hazmat response this month. It was the Monday after the July 29th storm. It was a false alarm. The chlorine sensor was apparently damaged during the electrical storm and on Monday at about 4:30 or 5:00 pm it sent out an alarm and the whole Hazmat team suited up and went through the proper protocols and procedures to verify that there was not a chlorine leak."

Comm. Catalano asked, "When that alarm goes off and there are people in that building will they know what to do?"

Director Maggio stated, "At that time there was just one operator and actually he did not do the appropriate thing. He actually went outside and went away from the building as far from the Chlorine room as possible. There is really a shelter in place within the water treatment plant so right after that I did have discussions with our operations and maintenance supervisor and or our evening personnel that aren't here during the day and aren't necessarily privy to a lot of this training. We decided that we did need to reinforce this procedure. We only have two staff that are on overnight shifts that we do need to reinforce these chlorine alarm procedures."

Comm. McBride as Director Maggio to expand on the FRAG tank.

Director Maggio advised, "Our Regulatory Compliance Department determined that we need to fill our SCDA air cylinders to very high pressures. Although those cylinders are all certified and tested regularly if there were ever a failure of a cylinder there would be a significant explosion even though we are just filling it with air because of the pressure. There could be a significant impact on property and life potentially so our regulatory compliance analyst determined that we need to purchase what is called a FRAG tank which is a system that will absorb the impact or the force of an exploding air cylinder. Initial investigations, we had vendors come in and they were quoting \$5,000 for the system. Since then our Regulatory Compliance Department has identified a much simpler system that they feel would be just as effective and would meet the intent of the regulations that was closer to \$800. That is what we will be purchasing. It is basically a very heavy duty steel pipe that is bolted to the floor that you put the air cylinder in and you fill it while it is in there so if there was a failure you literally would have shrapnel like a grenade and this would absorb the impact of that failure and minimize any damage and render our staff safer."

Comm. Catalano asked, "Joe how do you go from \$5,000 to \$800 in quotes?"

Director Maggio explained, "The \$5,000 one had a number of gauges and a lot of bells and whistles, but that is really for a fire department that is using much higher pressure cylinders. We only use 30 minute cylinders which are still filled to a high pressure but nearly as high a pressure and we really don't need the gauges and the extraneous items."

Comm. Catalano asked, "Is the metal cylinder frame still the same thickness?"

Director Maggio replied, "It is very simple. It's literally someone bought a very heavy duty piece of metal pipe and they attach it to a flange on the floor and have a cover also that is secure, and then there is a vent on it to release the force. It is sold by reputable vendors. This isn't something that someone is making in their basement, although we probably could make it ourselves. But we felt for the \$800.00 it was worth it to make sure it was done properly and up to code."

Chairman Veni asked if there was an Alternate Water Source Committee meeting.

h. Security Committee

6. EXEMPT SESSION

(Personnel, Contracts & Potential Litigation Only)

Counselor Dasti stated, "We need to adopt a motion to go into closed session to discuss potential litigation, contract and/or personnel matter and the minutes of the meeting of which will be kept confidential until the need for confidentiality no longer exists."

Motion to adopt by Comm. Bottazzi, seconded by Comm. Catalano

AYES: Commissioners Buttacavoli, McBride, Catalano, Bottazzi, Veni
NAYS: None
Abstain: None

Chairman Veni stated, "What I am going to first do is from Jerry Dasti all the way around to Comm. Catalano have them stay. Everyone else leave and then we will call you in separately for the different functions."

The group entered exempt session at 6:45 p.m.

On motion duly made and seconded, and adopted by a unanimous vote the group returned to open session at 7:20 p.m.

7. APPROVAL OF MINUTES

July 25, 2011, Public Meeting Minutes

Comm. McBride made a motion to accept the minutes of the July 25, 2011 Public Meeting Minutes. Seconded by Comm. Buttacavoli.

AYES: Commissioners Buttacavoli, McBride, Catalano, Bottazzi, Veni
NAYS: None
Abstain: None

8. CORRESPONDENCE - None

9. APPROVAL OF BILL RESOLUTION

Comm. Bottazzi read the Bill Resolution dated August 22, 2011 in the total amount of \$3,602,761.80 broken down as follows:

Total Operating Vouchers:	\$2,272,251.23
Total Payroll:	1,130,015.73
Total Capital Vouchers:	166,284.24
Escrow:	34,210.60

Comm. Bottazzi made a motion to accept the minutes of the Bill Resolution. Seconded by Comm. Catalano.

AYES: Commissioners Buttacavoli, McBride, Catalano, Bottazzi, Veni
NAYS: None
Abstain: None

10. TREASURER'S REPORT

Comm. Catalano read the Treasurer's Report balances for the month ending July 31, 2011 as follows:

Unrestricted Funds:

Total Revenue Funds:	\$11,029,365.08
Total General Funds:	253,174.45
Total Unrestricted Funds:	11,282,539.54

Restricted Funds:

Rate Projection Maintenance Fund:	3,591,000.00
Future Capital Requirements Fund:	2,271,971.69
Working Capital Fund:	1,621,464.21
NJET Processing Fund:	2,262,664.82
Total Bond Funds:	13,423,685.85
Total Other Restricted Funds:	1,799,787.25
Total Restricted Funds:	24,970,574.72
Total of All Fund Accounts:	36,253,114.26

Comm. Catalano made a motion to accept the Treasurers Report. Seconded by Comm. Bottazzi.

AYES: Commissioners Buttacavoli, McBride, Catalano, Bottazzi, Veni
NAYS: None
Abstain: None

11. DEVELOPER APPLICATIONS

11.1 Preliminary Applications - No Further Action Required - NONE

11.2 Other Applications

Commissioner Buttacavoli read the Developer Applications and advised, "Application 2096 is a major subdivision at Woodmere @ Howell. The reason we have this is because we provide water to that area. The plan shows that there will be 4,490 feet extension of the 8" diameter water main from the existing 12" diameter water main with 23 individual water services installed to provide water and seven new fire hydrants proposed as part of the water main extension. This is a subdivision with 23 homes being built on it."

2096 K-Land Corporation #2, Inc., Major Subdivision – Woodmere @ Howell,
Ramtown-Greenville Road, Howell Twp., Final, 23 Residential Units

Comm. Buttacavoli made a motion to approve Application No. 2096.
Seconded by Comm. Bottazzi.

AYES: Commissioners Buttacavoli, McBride, Catalano, Bottazzi, Veni
NAYS: None
Abstain: None

Councilman Thulen stated, “Something sounds wrong. That’s too many fire hydrants. That’s a fire hydrant for every three houses.”

Comm. Buttacavoli stated, “It happens to be a very large piece of land with a lot of protected areas where water is on it so the spread of the land is why they have so many fire hydrants in the area. There is a lot of undeveloped land in and around it that can’t be built on.”

Comm. Buttacavoli continued, “Application 2011 is a preliminary and final for a Minor site Plan for Denino’s South Pizzeria on Mantoloking Road. The existing residential house located to the east side of the property is to be removed and a parking lot will be placed there as well as an extension of 900 square feet extension of the dining area. The existing water and sewer service they propose no changes to it and I’d like to make a motion to accept.”

2099 RFP Development, L.L.C. c/o Ray Polidori, Amended Minor Site Plan –
Denino’s South Pizzeria, Mantoloking Road, Preliminary & Final, 1 Commercial

Comm. Buttacavoli made a motion to approve Application No. 2099. Seconded by
Comm. Catalano.

AYES: Commissioners Buttacavoli, McBride, Catalano, Bottazzi, Veni
NAYS: None
Abstain: None

11.3 Release of Performance Bonds

1904A JSM at Brick, LLC, Marketplace at Brick, III, Route 70

Director Specht advised, “Developer Application 1904A JSM at Brick, LLC, Marketplace at Brick II, Route 70 that is the Petco, Triple A, Tommy’s Coal Fired Pizzeria they have met all the requirements of the Authority and is recommended that we release the performance bond and allow them to go on a two year maintenance bond.”

Motion to approve the release of performance bond by Comm. Catalano. Seconded by
Comm. McBride

AYES: Commissioners Buttacavoli, McBride, Catalano, Bottazzi, Veni
NAYS: None
Abstain: None

12. UNANTICIPATED/EMERGENCY CAPITAL EXPENDITURES - NONE

13. CUSTOMER ACCOUNTS RECONCILIATIONS

Director Pannucci read the customer accounts reconciliations as follows:

- a. Account 5780809-0, 5 Paul Jones Drive, Ahmad Sharif. A sewer credit is recommended in the amount of \$985.08 due to a broken pipe in the house. Average usage is 12,000 gallons and the quarter in question rose to 168,000 gallons. All repairs have been made and verified and the meter is in proper working order.
- b. Account 2399007-0, 192 Helm Road, James Aniello. A sewer credit is recommended due to a broken pipe after the meter pit in the front yard in the amount of \$1192.86. Average usage is 16,000 gallons and the quarter in question rose to 201,000 gallons. All repairs have been made and verified and the meter is in proper working order.

Chairman Veni asked, "Item No. A, it says a broken pipe in the house what does he have a crawl space?"

Director Pannucci advised, "Hold on one second that might be a typo, no these are lines to the dock. Sorry about that."

Motion to approve the customer Accounts Reconciliations by Comm. Catalano.
Seconded by Comm. Buttacavoli.

AYES: Commissioners Buttacavoli, McBride, Catalano, Bottazzi, Veni
NAYS: None
Abstain: None

14. CONTRACT CLOSE-OUTS - NONE

15. AUTHORIZATION TO EXPEND APPROVED FUNDS

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

17. ADOPTION OF REPORTS

Commissioner Bottazzi stated, "I move that we adopt the reports from the directors. Comm. Catalano seconded that motion.

AYES: Commissioners Buttacavoli, McBride, Catalano, Bottazzi, Veni
NAYS: None
Abstain: None

18. ADOPTION OF PERSONNEL ACTIONS

Comm. Catalano made a motion to adopt the personnel actions. Seconded by Comm. Buttacavoli.

AYES: Commissioners Buttacavoli, McBride, Catalano, Bottazzi, Veni
NAYS: None
Abstain: None

19. OLD BUSINESS

19.1 ASR Well No., 15 – Exempt

Chairman Veni advised that Item 19.1 was discussed in Exempt session so we will by pass that.

20. NEW BUSINESS

20.1 Authorization to Utilize Reservoir

Director Bundy stated, “These were in my report and in my note to the Reservoir Committee. We had two requests to utilize the Reservoir. One is for a September 17th wedding, approximately twenty people for David Beimeir and Theresa Barton. They are Brick residents. The second one is for the Church of the Visitation St. Vincent DePaul Society which they would like to use the Reservoir for a fundraising walk. This is the third time they are doing this.

- a. Wedding Ceremony – We received a request to hold a wedding ceremony on Saturday, September 17th at 1:30 p.m., with about twenty participants. The completed *Special Use Permit* is attached.
- b. Church of the Visitation – St. Vincent DePaul Society – We received a completed Special Use Permit from Helen McTernan. She is again requesting use of the reservoir site for a walk-a-thon, as they have for the past three years. The event is proposed to take place on Saturday, September 24th, beginning at 9:30 a.m., with approximately 25 participants. The permit is attached for your reference.

Comm. Bottazzi made a motion to approve the Reservoir Use Requests. Seconded by Comm. Catalano.

AYES: Commissioners Buttacavoli, McBride, Catalano, Bottazzi, Veni
NAYS: None
Abstain: None

21. RESOLUTIONS

- 57-11 A Resolution Authorizing and Adopting a Corrective Action Plan
in Response to the Recommendation Contained in the 2010/2011 Audit

Director Planko stated, "As I mentioned earlier this was for the adoption of the corrective action plan which was one notation for a forty dollar check that wasn't deposited within 48 hours. We have the resolution and plan in place that has been reviewed by the auditor and the finance committee and I am asking the Board to pass that resolution this evening."

Comm. Catalano made a motion to adopt Resolution No. 57-11. Seconded by Comm. Buttacavoli.

AYES: Commissioners Buttacavoli, McBride, Catalano, Bottazzi, Veni
NAYS: None
Abstain: None

- 58-11 A resolution declaring items of property owned by the Authority that are no longer
required for the uses and purposes of the Authority as Surplus

Director Planko advised, "As the Finance Department does from time to time we collect items from various departments that are no longer needed for the Authority and declare them as surplus and we put them out on the gov.deals site. As I did mention at the Finance Committee the gov.deals site has been very effective for us in getting rid of our declared items. So far to date we have made over \$16,000 in miscellaneous income from the gov.deals site. I asked the Board to review the attachment and I am asking them to approve it excluding the first seven items."

Comm. Catalano made a motion to adopt Resolution No. 58-11. Seconded by Comm. Buttacavoli.

AYES: Commissioners Buttacavoli, McBride, Catalano, Bottazzi, Veni
NAYS: None
Abstain: None

- 61-11 A Resolution Authorizing Execution of a Shared Services Agreement with the Borough of Bay
Head for Design and Construction Management Services for the Route 35 Sewer Lateral Clean-
Out Installation Project in the Borough of Bay Head

Director Specht advised, "This is a resolution authorizing the execution of a shared services agreement with the Borough of Bay Head for design and construction management services for the Route 35 sewer lateral clean out installation project in the Borough of Bay Head. On August 1st of this month the Borough of Bay Head approved the shared services agreement under their resolution 2011-81. The agreement is for not to exceed amount of \$50,343.00 of \$11,955.00 is for design services and another \$38,388 is for construction management services. I would recommend to the Board that they approve this and once this resolution is adopted we will forward the resolution and the agreement to the Township of Brick to get their approval on it also."

Comm. McBride made a motion to adopt Resolution No. 61-11. seconded by Comm. Buttacavoli.

AYES: Commissioners Buttacavoli, McBride, Catalano, Bottazzi, Veni
NAYS: None
Abstain: None

62-11 A Resolution Memorializing Changes to the Reservoir Rules & Regulations

Director Bundy stated, "As discussed earlier during the reports and the committee sections, I am posing a resolution memorializing changes to the Reservoir Rules and Regulations. In summary the new rules eliminate dog walkers to two dogs at a time and a six foot leash. Also you questioned something about the hours, the hours we are putting in there are memorializing votes the board took in the past, but were never changed in the rules and regulations so those are the hours that are in effect.;

Comm. Bottazzi made a motion to adopt Resolution 62-11. Seconded by Comm. Catalano.

AYES: Commissioners Buttacavoli, McBride, Catalano, Bottazzi, Veni
NAYS: None
Abstain: None

Counselor Dasti stated, "Before we get to the public session, I think there is one add on and that's resolution 63-11 which authorizes acceptance of the grant that was discussed earlier for the Water Treatment Plant Operator Certification Grant."

Comm. Catalano made a motion to Adopted resolution No. 63-11. Seconded by Comm. Bottazzi.

AYES: Commissioners Buttacavoli, McBride, Catalano, Bottazzi, Veni
NAYS: None
Abstain: None

Director Bundy stated, "Before you go into open session, can I just say one thing? It was touched on earlier but we had a long time employee pass away suddenly. I think it is only the third time in our history that someone has passed away. He was a very young man and it was sudden and unexpected. He was a great worker, a great addition to my department and just on behalf of everyone he will be missed. He was a really good guy. It was Dan Engelbart who worked in our Buildings and Maintenance Department. A very smart guy."

Director Lacey suggested that we do a resolution next month.

22. PUBLIC DISCUSSION

At this point in the meeting, 7:35 p.m., Chairman Veni opened the meeting up to public discussion and read the following statement, "*In order to provide all necessary information to the Authority and to provide sufficient time for members of the public to speak, each member of the public will be limited to five minutes and should provide their name and address.*"

There being no members of the public wishing to speak, Chairman Veni closed the public session of the meeting.


23. CHAIRMAN'S CLOSING STATEMENT

Chairman Veni read the following statement: *"The next meeting of the Authority will be a Public Meeting on Monday, September 26, 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

There being no further business to discuss, and on motion duly made and seconded the meeting adjourned at 7:37 p.m.

Respectfully submitted,

A handwritten signature in cursive script, reading "Patrick L. Bottazzi". The signature is written in black ink and is positioned above the printed name of the signatory.

Patrick L. Bottazzi, Secretary