

**Minutes of a PUBLIC MEETING of  
The Brick Township Municipal Utilities Authority Held on  
April 23, 2012 beginning at 6:00 p.m.**

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

Following the salute to the flag, Chairman Veni advised, "Just so everyone knows we had the loss of one of our employees so I would like to take a minute to bow our heads and just think of him and say some prayers privately."

**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 October 29, 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**

Allan E. Cartine	Present
George Cevasco	Present
Joseph P. Buttacavoli	Present
Patrick L. Bottazzi	Present
Edward McBride	Present
John Ciocco	Present
Joseph M. Veni, PE	Present

**Staff & Consultants Present**

James F. Lacey, CPWM, Executive Director  
Frank Planko, CFO  
Joseph Maggio, PE, Director of Water Quality  
Steve Specht, PE, Director Engineering/Operations  
Scott Bundy, Director of Central Services  
Marie Sylvester, Executive Supervisor  
Nicholas Monaco, Esq. Authority General Counsel  
John S. Truhan, PE, Authority Consulting Engineer  
Jerry Conaty, CPA, Authority Auditor

**4. Directors' Reports**

a. James F. Lacey, CPWM, Executive Director

Director Lacey advised, "Thank you Mr. Chairman in my report you will notice, and again I have a tendency to touch base on other reports, but we are supposed to be in somewhat of a drought although we got 2.5 inches last night. I think that is something that maybe Director Maggio will cover. The Reservoir is full and will be full again even though we are on it now due to the fact that the turbidity in the water is kind of high. We have been flushing hydrants and we have had a minimal amount of public complaints. I think we did a pretty good job of trying to get the word out to everyone. It has been about seven years since we had a complete system flushing and we are still working on it. It will take some time. We are starting to get to the further reaches of the system. Things are going well as far as the flushing program goes. Other than that Well 15 is continuing. I met with the governing body with respect to doing outside work and we seem to have a formula for our new rate system that is working well and everyone seems to be happy with that. We are waiting for some answers from the DEP with the abandonment of old Well 10. We haven't heard from them yet. I think Director Specht will be talking about that possibly under contracts later and other than that I think we are doing pretty much everything you want us to do and then some."

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

Director Specht advised, "Just to reiterate what Mr. Lacey alluded to under exempt session, Well Number 15A to talk about some contractual issues and that will also have to do with the abandonment of Well No. 10. Also under exempt session I would like to discuss with the Board a developer application no. 1786 also known as Hillside Avenue about the replacement of a water main associated with this applicant. Our annual pipe and appurtenances contract - I am looking to get that that awarded next month. I was hoping to get it this month, but just to make the Board aware there is a Reduction of Lead in Drinking Water Act that basically reduces the amount of lead that is in our brass fittings that we use out in our system that reduces the lead amount from 8% to .25%. As of January 1, 2014 the law comes into effect so what we are doing right now is we are inventorying all our brass appurtenances in our warehouse to determine what we can use up now and what we may have to surplus before the January 1, 2014 deadline. We are also looking to purchase a mini camera for our Collections Division. The existing camera we had was no longer functioning and we need to televise our sewer laterals. This will be purchased under project No. 810003 which actually is a chain cutter that we determined that we do not need for our system so I would like to use that funding for the mini-cam."

Chairman Veni asked Director Planko what he has to say about that.

Director Planko replied, "Yes as a matter of fact I spoke to Steve about that today. They originally budgeted for the chain cutter and Steve and I discussed it."

Chairman Veni asked, "So next month you are going to come to me and say you need a chain cutter now?"

Director Specht advised, "No. The chain cutter is off the list guaranteed. We looked into the technology and it's not going to suit us. The chain cutter was used for controlling roots in our system and we found out that a lot time when you use this we have had contractors come in and use the chain cutter it gets the roots out but it's only temporary."

c. Frank Planko, Chief Financial Officer

Director Planko advised, "A few items. Number one I just want to mention that the audit team will be in starting on May 7<sup>th</sup> for our 2011/2012 audit. As a matter of fact I was just talking to Jerry Conaty and they might come in a little bit earlier, next week because of some scheduling they have so we might get started on some inventory and depreciation as early as next week. The Board adopted the budget on March 26th when I did my Rate Hearing presentation. It has been returned from the Division of Local Government Services and they adopted it on April 13 so it is an officially adopted budget. We have resolution 33-12 on the agenda this evening for declaration of surplus items. There are various items on there. I asked Marie to put an updated schedule in the packages for the commissioners because I did add one item onto it which was a rotary pump that has been added so this way I can get it on Govdeals and try to sell it rather than have it lying around until the next sale. Also on the agenda we have capital funding considerations under new business. Actually it is not really a new business item. This is something that I have discussed with the commissioners at past budget and rate presentations. There are a couple of things we would like to do. Number one I would like to sit down with Frank Holman and Acacia our financial advisors, and talk about financing our future capital needs. We will need about \$15 million as it would be noted in the budget book over the next five years. We want to start talking about some strategy for that number one. Number two I feel confident there is some funding that we can utilize in the Rate Maintenance and NJEIT Processing Fund that we can utilize for capital spending. I would like to prepare a resolution to transfer those monies and use it for capital and put that on the May agenda. I discussed this with the Finance Committee and all members agree."

Chairman Veni asked, "Can you give us a report say next week of what you really want to do so we have..."

Director Planko replied, "Actually I gave the report, I believe Marie put it in the Commissioners packets or the Finance Committee. It is attached to Jim's report. I put a summary memo in there and I put it with and without balances for the accounts that would be impacted. If the commissioners look at that at a later point I would be happy to answer the questions, but in the interim maybe I will start drafting the resolution so if the Board decides we can do that for next month."

Chairman Veni stated, "If you are going to draft something I would like to see if either next month or the second week so this way it gives people time. As I told you whatever you want to do with insurance or any other project I would like to give the commissioners at least a month to think about it and study it and ask any questions."

Director Planko replied, "Right. That is why I got the memo out first and then I will get the draft out and I will get that out as well."

d. Joseph Maggio, PE, Director of Water Quality

Director Maggio advised, "As Director Lacey said despite yesterday's rainfall we still are seeing unusual dry conditions. First quarter of this year was the third driest on record and we saw only half of the expected rainfall. Normally we would see 10.4 inches of rain and we only saw 5.2 inches of rain. And even though yesterday we got 2.75 inches of rain we are approaching very close to, but we haven't even reached average rainfall for April. So prior to yesterday we were seeing unusually low river flows for this time of year and we have also been seeing the presence of salt water upstream towards the Metedeconk unless we see significant changes in weather patterns we only expect that to get worse during the summer. To prepare for that eventuality we have been really minimizing use of our PRM

Wells because we do have unlimited allocation to maximize the availability of that allocation for use during the summer as river flows decrease and we have also been I guess you could say babying the Reservoir. We have used it only when needed and as soon as conditions allow we do intend to fill the Reservoir. Right now because the River did get so dirty because of yesterday's storm, we are on Reservoir but right now we do expect to have elevated River flows for at least the foreseeable future and will fill as soon as the River cleans up. We have also if you recall, at the end of last year, we received a grant from the New Jersey DEP to have one of our operators participate in a training program to get his license the selected candidate was Dane Blei. I'm proud to say he is doing very well in that program and we just put in our first reimbursement request to New Jersey DEP for \$16,000. We haven't received the check yet but I thought that was very positive news. Also as Director Lacey said flushing has gone very well. We are on track to meet what I was hoping would be our six week goal that is historically how long it takes to flush. We have received a lot less calls than I was afraid we would receive. That is a good indication that our field staff that is out there flushing the hydrants are doing a good job of making sure that they are keeping them open up until any particles that we are trying to get out have dissipated and the water is running clear in the pipes."

Comm. Cartine stated, "Mr. Chairman I have some questions. Along those lines I have a couple of comments and a question. The first question on the flushing of the hydrants. Is it prudent to do that during a drought period?:"

Director Maggio replied, "We have actually had discussions internally about that. I am going to ignore yesterday's storm, but prior to yesterday there was still adequate flow in the river to more than meet our needs to supply the additional flow that the plant would use for flushing. I am going to ball park it and say that flushing probably takes around two million gallons a day. We were managing to be able to flush while still staying on river water. We didn't need to supplement river flow. If conditions worsened I think the possibility of curtailing or even postponing flushing would definitely be on the table."

Comm. Cartine asked, "During the present drought conditions, and we hope they are only temporary, is the Mayor and Council notified periodically when we are in this type of situation where basically we are drawing water from the Reservoir and that our Forge Pond Areas has become brackish and that we are being forced to use water from the Reservoir and other sources? Do we inform the Mayor and the Council that we are in that condition?"

Director Maggio advised, "This year I don't believe we did because it hasn't gotten that bad. But in the past I know 2010 in particular I was in constant contact with Director Lacey and I know that he had been discussing with the Council about the situation."

Comm. Cartine advised, "I don't know whether or not there has been a formal communication with the Mayor and Council for that situation and it's not serious at this point, but I would like those people to know the fact that the Reservoir is there and it is our savior if you will, and that the Reservoir is basically utilized in place of the river itself, and that we are able to provide constant quality water to our community in spite of the drought. I bring this up because there have been some blogs in various publications on line describing the Reservoir as being just a hole in the ground, and white elephant and the Reservoir was never worth the money that was put into it in order to build it. I think the community, the Council and the Mayor deserves to know that the Reservoir is instrumental in keeping our water quality to what it is today and able to provide the quantity that we need, not only in this minor drought season but in the event that we get into some serious conditions later on during the year. I

would like to have the Council President and the Mayor updated on when those sources are being used. It lets the public know. It lets our ratepayers and taxpayers know that the Reservoir can be a lifesaver for us and I might be overdramatizing that but it is exactly what it is.”

Director Maggio added, “There have been times.. you’re not overdramatizing it.”

Comm. Cartine continued, “I look to the Executive Director to periodically notify the administration and our elected officials of what our conditions are and what we have done particularly in this past week.”

Director Maggio continued his report, “We did have laboratory invoicing which we do work for outside laboratories and this month we did bill \$8,260.00 which is on target with our expected end of the year totals.”

e. Scott Bundy, Director of Central Services

Director Bundy stated, “I have three items on the agenda tonight. One is a maintenance contract for our HVAC for our facilities here which was discussed with the Construction Committee. We have the renewal of a commissioner accident travel insurance policy. This is something that has been in place for a long time and I’m just looking for permission to do it. I have requested permission to replace a vehicle which I described in my report and talked to the Construction Committee about. I have a lot of other items, but I think they fall under the Reservoir Committee so I am going to hold them until that time. I have reviewed them with Comm. Ciocco.”

Chairman Veni stated, “Before we continue with the commissioner’s report I would like to recognize Council President John Ducey.”

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

ABSENT

**5. Commissioner Committee Reports**

a. Construction, Buildings & Grounds Committee

Comm. Buttacavoli stated, “We had a Construction Committee meeting on April 10<sup>th</sup> and discussed basically what Director Specht, Maggio and Bundy went over in length as well as the Developer Applications which I will give later on the meeting. I have nothing further to add to what was just said by the three directors here.”

b. Finance Committee

Comm. Buttacavoli advised, “I attended that. That was on the 13<sup>th</sup> and we discussed a couple of items. One was the capital expenditures for consideration as was mentioned by Mr. Planko and the fact of the timing of possibly additional bonding and if you time it correctly it could result in approximately finishing off a \$1.3 million debt service in fiscal year 13/14 and a \$15 million bond would cost us \$1.1 million in debt service so we would actually have a reduction. We also discussed billing services for other municipalities, or the rate of return. That’s about all I have at this time.”

c. Rate Committee

Comm. Ciocco advised that we did not meet last month.

Comm. Bottazzi advised, "I was in and out of town all the last three weeks. I did not attend any of the meetings including the Reservoir Committee Meeting."

d. Reservoir Committee

Comm. Ciocco advised, "We had a meeting with Director Bundy, the 20<sup>th</sup> and discussed a few items. Regarding the parking lot lease with Trinity Church, the pathway we put in for approvals from Wall Township and they have been giving us a difficult time on the materials that we want to use and may have to go for a variance because they are complaining that there is too much impervious cover up there. We do have a solution and Director Bundy has a sample of some material so we need to discuss. We also sent a letter to Mr. Dasti about going forward to see if he thinks requesting a variance would be successful. Also related to that Director Bundy has made a mock up of some signage directing people to the overflow parking at the Trinity Church. We have also received a report regarding the crack in the cement wall in the intake up there. He forwarded that to the Construction Committee because it does require more extensive repair than just patching it."

Chairman Veni asked, "So that will be in the next Construction Committee meeting?"

Director Bundy advised, "I actually gave it to you two months ago."

Comm. Ciocco continued, "The next item was regarding opening the Reservoir for Mondays is now going to have create a conflict as far as Monday holidays go as far as overtime and scheduling so that needs to be further discussed."

Chairman Veni asked, "How many Mondays do we have?"

Director Bundy advised, "There are five for the remainder of the year. I think we need to first decide if we are going to open on those days or not. The second is if I am going to have a skeleton crew up there or how you want to do it, because if I fully man the place it is going to be expensive."

Comm. Ciocco stated, "A skeleton crew also leads into another issue we are having at the evenings. There have been some issues of people riding bicycles and giving the staff a hard time when they are confronted about not riding bicycles so we also discussed altering the signage up there to state that is not a public park and it is private property. We are going to discuss that also with Mr. Dasti's office - what type of wording but stating that it is open as a courtesy to the public. It is not a public park and that there are certain rules that need to be followed."

Chairman Veni asked, "Don't we have a sign that says no bikes?"

Director Bundy replied, "We have a lot of signs that say no bikes. We also have it painted on the sidewalks - the bicycle with the line through it, but I think there are certain people that for whatever reason when they don't see a lot of guys up there, keep in mind that from 4:00 p.m. on we have two guys up there. It is a big site and they have work to do. They are not there to necessarily just police the

place and people take advantage. Comm. Ciocco suggested why don't we put a courtesy sign up somewhere at the entrances telling people this is not a park. It is the commissioners opening it up as a courtesy to people, but it is private property and I think you can touch on what Comm. Cartine said about blogs and stuff. I don't think people seem to understand it's not a park."

Chairman Veni asked, "Did we actually open up on a Monday yet?"

Director Bundy replied, "Yes last Monday and today."

Comm. Cartine asked, "Do we keep that Reservoir opened on holidays?"

Director Bundy replied, "If they are not on a Monday. I think the only holidays we shut that are not on Mondays are Fourth of July, Christmas Day, New Years Day, Thanksgiving Day and there might be another one in there. We are closed on those holidays."

Comm. Cartine asked, "So why wouldn't you be closed on a holiday celebrated on a Monday?"

Director Bundy "That is what I'm bringing to you. It's the Board's decision, not ours?"

Comm. Cartine stated, "We are closed all holidays and if it's a Monday holiday we are closed."

Comm. Ciocco stated, "Any holiday that the Authority is normally closed we should be closed."

Comm. Cartine stated, "I am not willing to pay double time to man that Reservoir on a holiday. As a commissioner I speak for myself, but I would be unwilling to do that."

Director Bundy stated, "I am just seeking direction from you folks."

Comm. Cartine stated, "The other thing too we talked about last month if we need more stringent signage up there as you spoke about. I guess we haven't pursued that as yet to put signage up there that says basically you will be prosecuted if you violate these rules and regs. It's just another - I don't know how much fodder it has but it may keep some people from violating our rules and regs including curbing dogs."

Comm. Bottazzi stated, "I don't have an opinion one way or the other about being opened or closed on a Monday holiday, but we may want to consider the fact that since people are off on those days and families that they would want to use those facilities on a holiday like that. I know when I was a kid we used to go off in the park and go on a trail and do these things. It's just something you may want to think about before you say close it on Mondays during a holiday."

Comm. Cartine rejoined, "The key word there is park commissioners. This is not a park and the Township ratepayers are paying for it to keep it open. I understand what your intent is. Your intent is to make it easier for people to utilize the Reservoir, but I think sometimes we have to draw the line and adhere to the rules that we have established. I wouldn't want it to come to a point where everyone thinks that this is a public park. It's not. I just want to bring that to your attention. Understand that the main mission of that Reservoir is to provide water and not recreation. If you remember when this Reservoir was built that we had a director here that wanted to forbid any kind of recreation on that site and we have actually opened it up greatly to a large group of people including people to utilize it for

fundraisers and what have you. So we've been pretty lenient in the use of that Reservoir and I don't really think we should become even more lenient."

Comm. Ciocco continued, "One more item he wanted to address, when the Reservoir was designed they had put in conduits to the gazebos. We would like to proceed with putting power to the gazebos also."

Director Bundy stated, "Also I did want the commissioners to look at the sign and tell me if this is ok. There are about ten of these that will be at the various corners. I have already talked to the County Road Department and they will come out and approve the locations and the height at every spot to make sure that we don't disrupt any site triangles. So all I need is the Board to say that they like the style of this. This was after a lot of conversation amongst several people, rustic versus a metal sign on a post."

Comm. Buttacavoli asked, "And this is for Trinity Church?"

Director Bundy replied, "Well this is going to be for all parking lots so like at the corner of Herbertsville Road, say you are heading west this sign would show an arrow showing straight or to the right."

Comm. Buttacavoli asked, "I thought we wanted people to know that was auxiliary or overflow parking? Didn't we mention that at one time?"

Director Bundy stated, "I think it was mentioned once a long time ago but in essence it is general parking. The church doesn't care and the agreement is written that it is just general parking. Also as Comm. Ciocco had mentioned, we are having a difficult time with Wall Township. I'm not exactly sure why but this has become such a major project. We proposed this material which I can dump a glass of water into and it will go right through it and they said it's not impervious. He said it's compacted but you can still dump a glass of water into it. I wrote to Counselor Dasti and told him everything that is happening to get his opinion and what should be done."

Chairman Veni asked, "I also have a question on the sign where we have areas for handicapped I think you should put a little symbol to indicate that this particular parking lot has handicap parking."

Director Lacey replied, "The church does have handicap parking and we are going to use theirs so we didn't have to qualify for any more."

Chairman Veni stated, "But you said this is for all parking lots."

Director Specht advised "All the parking lots have handicap parking."

Director Bundy advised that he will put the emblem on there.

Comm. Ciocco stated, "We have also offered to build a rain garden at the parking lot area to offset the fact that what they are objecting to is the impervious cover and they are still not bending on this issue. The other issue is would that make that not handicap accessible if we had gravel."

Comm. Cartine asked, "Do we have an engineer appearing for us at the Wall Township Planning Board?"



Director Bundy advised, "We haven't gone to the Planning Board."

Comm. Cartine asked, "Well then where is the objection coming from?"

Director Bundy replied, "It is coming from the Construction Official and the Township Planner and the Township Engineer. I have been working with Jerry to try to get ourselves to the point where we can actually make an application for a variance. It is not our problem really. The church is a non conforming ..."

Comm. Cartine asked, "What is Wall Township suggesting as the materials that we use? Shouldn't we ask them what is acceptable to you?"

Director Bundy advised "Gravel over compacted base."

Chairman Veni asked, "Now did they put that in writing? Because the Uniform Construction Code of 1977 states very clearly if there is an objection by the Construction official and/or his staff they have to put it in writing and show you the actual code or you are in violation."

Director Bundy advised, "They have shown us the code and they are not following their own code so that is why I kind of handed it to Jerry. He has all the stuff and hopefully by the next meeting he will get back to me and we can have a resolution to it? Are we ok with these signs?"

Chairman Veni advised, "We will let you know after exempt session."

e. Watershed Committee

Comm. Cartine advised, "We have a few things here. These are the dates that I just want to spell out for you guys. Our restoration plan grant is tentatively set to meet in Jackson Township on April 25<sup>th</sup> and we have about \$466,000 of grant funding left to spend on that project so it has been moving along and it's on target. The second thing is the Brick Township Green Fair which is going to take place on Saturday April 28<sup>th</sup> from 11:00 a.m. to 3:00 p.m. We will be represented in the event and any of the commissioners or some of our people want to come out to it they are welcome to do so. Also we have scheduled the Metedeconk River Clean up on Saturday, May 5<sup>th</sup>. Again we are seeking volunteers or even some of our employee's and commissioners. I know some commissioners were out last year. I know Ed you were out last year helping to clean out the river and as many volunteers as we can get from our Authority, commissioners will be appreciated. We would ask that this also be passed to the Township Council and announced at at Council meeting possibly tomorrow night which is a caucus meeting right Council President that this will take place this Saturday May 5<sup>th</sup>. The River clean up is usually about 9:00 a.m. and goes on for a couple of hours."

Council President Ducey advised that they have a public meeting on Tuesday and asked where everyone would be meeting so we can let them know.

Director Maggio advised, "We would meet at the MUA. We set up a table in the front where volunteers will come and sign in.

Chairman Veni asked, "This event that you are having are we going to donate? I think last year we donated water bottles?"

Director Maggio advised "We have water bottles left over from last year, some. We did give out a great deal and we'll be giving those out again."

Chairman Veni asked, "So you had 1,000 last year and you handed out 800 that mean you have 200 left. I am giving you an example. You got rid of most of them last year and you only have a small portion for this year? Don't you think we should get some more because people are going to say there's no more."

Director Maggio advised, "We don't have time to get more, but I think we bought a few hundred last year. I don't think it was 1,000 but we had about half of them left. We do have a pretty good number compared to last year."

Chairman Veni asked, "Can we get something else real quick? When is this again?"

Director Specht advised it is from 11 to 3:00 p.m. at Vet's Middle School."

f. Alternate Water Source/Energy Committee

Comm. Cartine stated, "Steve and I didn't meet this past month. My report last month stands where we are now. Basically we are in a phase where we are going to be doing a wind study and we will be moving along on that."

Chairman Veni asked, "Have we set a date yet or are we are still working on that?"

Comm. Cartine replied, "Basically we are looking at whether or not we can utilize the towers that are on the Reservoir site now as the vehicle to measure the wind rather than having to put up a temporary tower. I don't think we have any update on that as of yet. It is under review with the tower company."

g. Hazmat Liaison/Committee

Comm. Cartine state, "Hazmat has not met and there have been no reason to meet at this point."

Director Maggio advised, "We did have a quarterly team drill last Thursday and Comm. Cevasco was actually there to see the team in action. We went through a mock up of a chlorine cylinder leak and everything went very well."

Comm. Cartine stated, "I would like to have Comm. Cevasco's opinion about what he saw. I'm not putting you on the spot but I wasn't there and you were."

Comm. Cevasco stated, "I've been to several scenarios similar. Not here, but it was very impressive to see. The individuals that took part in the exercise worked in such coordination as if they had done this every day for many years. It was very well coordinated and very well done. Especially when they had a number of people that were watching them would sometimes make people nervous but these individuals acted in a very responsible way that you could tell that the left hand always knew what

the right hand was doing. They worked in coordination and there was very little dialogue that took place as far as the individuals that were working on it. They just seemed to know that when one moved left the other one moved right. It was very impressive and I let them know so at the particular point in time.”

Comm. Cartine stated, “I think through the chair the commissioner should send a letter to those people who were involved with that demonstration congratulating them and use commissioner Cevalco’s words that he was impressed with their performance.”

Chairman Veni agreed and asked Director Maggio to take care of it.

h. Security Committee - Exempt

**6. EXEMPT SESSION** (*Personnel, Contracts & Potential Litigation Only*)

Counselor Monaco advised, “Mr. Chairman it is up to the commissioners to adopt a resolution to go into closed session to discuss personnel matters, contracts and any and all potential litigation matters. The minutes of the meeting will be held confidential until the need for confidentiality no longer exists.”

Motion to go into exempt session by Comm. Bottazzi. Seconded by Comm. Cartine

AYES: Comm. Cevalco, Cartine, Buttacavoli, Bottazzi, Veni  
NAYS: None  
ABSTAIN None

The group entered exempt session at 6:35 p.m.

On motion duly made and seconded and a unanimous vote, the group returned to open session at 7:40 p.m.

**7. APPROVAL OF MINUTES**

The minutes of the following meetings were distributed previously:

March 26, 2012 Rate Hearing  
March 26, 2012 Regular

Comm. Cartine made a motion to approve the minutes of the March 26, 2012 Rate Hearing and March 26, 2012 Regular Meeting. Seconded by Comm. Buttacavoli.

AYES: Comm. Cevalco, Cartine, Buttacavoli, Veni  
NAYS: None  
ABSTAIN: None

**8. CORRESPONDENCE**

*4/2/12 Letter to James F. Lacey from Jeffrey and Shirley Alino regarding Mr. Lacey's Attendance at the Small Business Committee Meeting.*

Director Lacey advised, "I did attend the Brick Township Small Business Committee meeting on Thursday, the second of April. They had asked me to go. As you remember over the last year or so they were concerned about the way billing was done where businesses were being treated differently than the residents and we had the cost of service study and everything and worked out well. We know now that everybody pays for what they use and the business community is very happy."

**9. APPROVAL OF BILL RESOLUTION**

Comm. Bottazzi read the Bill Resolution Dated April 23, 2012 in the total amount of \$2,518,248.92 as follows:

Total Operating Vouchers:	\$	484,028.66
Total Payroll:		1,963,651.72
Total Capital Vouchers:		70,568.54
Escrow:		0.00
Total Bill Resolution	\$	2,518,248.92

Comm. Bottazzi made a motion to adopt the Bill Report. Seconded by Comm. Buttacavoli.

AYES: Comm. Cevasco, Cartine, Buttacavoli, Bottazzi, Veni  
NAYS: None  
ABSTAIN None

**10. TREASURER'S REPORT**

Comm. Cartine read the Treasurer's Report balances for the month ending as follows:

**Unrestricted Funds:**

Total Revenue Funds:	\$14,245,047.24
Total General Funds:	252,536.98
Total Unrestricted Funds:	14,497,584.22

**Restricted Funds:**

Rate Projection Maintenance Fund:	3,591,000.00
Future Capital Requirements Fund:	1,194,648.34
Working Capital Fund:	1,122,149.81
NJEIT Processing Fund:	3,003,949.66
Total Bond Funds:	7,983,129.36
Total Other Restricted Funds:	1,804,815.19
Total Restricted Funds	18,699,692.36

Total of All Fund Accounts: 33,197,276.58

Comm. Cartine made a motion to adopt the Treasurer's Report. Seconded by Comm. Cevasco.

AYES: Comm. Cevasco, Cartine, Buttacavoli, Bottazzi, Veni  
NAYS: None  
ABSTAIN None

**11. DEVELOPER APPLICATIONS – NONE**

**11.1 Preliminary Applications - No Further Action Required**

2113 W&F Developers, Inc., Variance Application for Property – Monmouth Avenue, Preliminary, NFA, 1 Residential

Comm. Buttacavoli advised, "Application No. 2113 for W&F Developers this is a Truhan Engineering plot plan indicating that a proposed two story single family residential house is to be constructed on the two properties at block 577, Lots 13 & 15 on Monmouth Avenue. The application requires the approval from the Township and the Board of Adjustment for variances. A new water service line is to be extended from the 3" diameter water main on Monmouth Avenue, and a new 4" diameter sanitary sewer line is to be extended from the existing 8 inch diameter sanitary sewer lateral on Monmouth Avenue. This is preliminary."

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

AYES: Comm. Cevasco, Cartine, Buttacavoli, Bottazzi, Veni  
NAYS: None  
ABSTAIN None

2115 Mr. Morris Levy, Twenty First Venture, LLC, Minor Subdivision – Pier Avenue, Salmon Street & Route 70, Preliminary, NFA, 1 Residential

Comm. Buttacavoli advised, "This is for Mr. Morris Levey, Twenty First Venture LLC, a minor subdivision on Pier Avenue & Salmon Street. The minor subdivision indicates that the existing properties can be adjusted to provide a proposed 10,316.00 square foot property at the corner of Salmon Street and Pier Avenue. The plan indicates that the proposed subdivision portion of the property will have a residential type house constructed on it. No changes to the existing commercial retail building which is currently located on the Route 70 portion. New 4" diameter sanitary sewer line will have to be extended from the existing 8" diameter sanitary sewer line on Salmon Street and a new domestic water service will be extended from the existing 8" water main on Salmon Street to provide water to the proposed residential home."

Comm. Buttacavoli made a motion to approve this application. Seconded by Comm. Bottazzi.

AYES: Comm. Cevasco, Cartine, Buttacavoli, Bottazzi, Veni  
NAYS: None  
ABSTAIN None

11.2 Other Applications –

1954 Nobility Crest @ Brick, LLC, The Brownstones & The Shoppes at New Visions  
Amended Major Site Plan, Chambers Bridge Road – Ovation Way, Preliminary &  
Final, 170 (TH), 44 (Apart), 12 (C) – Residential and Commercial

Comm. Buttacavoli advised, “1954 is Nobility Crest. Originally the site plan indicated the subdivision was to be a multi-family residential retirement community with an age restriction and it has been amended to a major site plan for mixed type buildings including 170 residential town house units and four story mixed use buildings which is proposed to have a combination commercial on the first floor and an apartment type on the other three floors. No age restriction requirements for the project. The first phase is the four story mixed use building and five townhouses. The second stage is 47 townhouses, third phase is 48 townhouses and the fourth phase is 30 townhouses and the fifth phase is 40 town houses. Approximately 3,800 linear feet of sanitary sewer system. 23 sanitary manholes, 170 sanitary sewer laterals to provide sewer service to each of the townhouse units and six individual sanitary sewer laterals to provide sewer service to the apartment units and each of the different commercial units on the first floor. Two flushing and 226 individual one inch diameter water service lines to provide water to each proposed townhouse. Two proposed six inch diameter fire protection water service lines to provide fire protection to the four story mixed use building. The applicant or their engineers will be responsible for providing all the necessary documents for the new deeds of easement for the proposed location of the sanitary sewer line and water system. I propose that we accept this.”

Seconded by Comm. Cartine.

AYES: Comm. Cevasco, Cartine, Buttacavoli, Bottazzi, Veni  
NAYS: None  
ABSTAIN None

11.3 Release of Performance Bonds - NONE

**12. UNANTICIPATED/EMERGENCY CAPITAL EXPENDITURES - NONE**

**13. CUSTOMER ACCOUNTS RECONCILIATIONS**

**14. CONTRACT CLOSE-OUTS**

**15. AUTHORIZATION TO EXPEND APPROVED FUNDS**

- a. **Authorization to Purchase a Mini-Camera Unit for the Collections Division**  
Vendor: Grainger  
Amount: \$5,187.00  
Funding Source: Capital Project No. 810003

Director Specht advised, “This is authorization to purchase a mini camera unit for the Collections Division. Three quotes were received with the low quote being \$5,187.00 from Grainger. Funding source is capital project number 810003. The existing camera was a 1996 model and it is no longer functioning.”

Comm. Bottazzi asked, “Where is this camera used? It will go into the pipes?”

Director Specht replied, "It will be used primarily to TV the four inch sewer laterals to look for obstructions and deflections in the pipes if we have them. It can go about 50 feet so it generally gets the whole length of the sewer lateral if not more. "

Comm. Bottazzi asked, "How often would you say it is used?"

Director Specht replied, "For a mini cam, I would say we probably use it at least ten times a week, couple of times a day."

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

AYES: Comm. Cevasco, Cartine, Buttacavoli, Bottazzi, Veni  
NAYS: None  
ABSTAIN None

**b. HVAC Maintenance Contract**

Vendor: TLP Climate Control

Amount: \$5,450.00

Funding Source: 900008010

Director Bundy advised, "As discussed earlier, this is an HVAC maintenance contract for our campus. The proposed vendor is TLP Climate Control. The amount is \$5,450.00 a year. This is a three year contract and we did receive three quotes. This was not the lowest quote as I discussed with the Construction Committee. The low guy is about \$700 less a year, but is a one man show could not guarantee that he could respond to emergencies. We also use this vendor for emergency repairs and his emergency repair rates were about 25% higher than TLP. So I am recommending with your concurrence that we go with TLP."

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

AYES: Comm. Cevasco, Cartine, Buttacavoli, Bottazzi, Veni  
NAYS: None  
ABSTAIN None

**c. Renewal of Travel Accident Insurance Policy**

Vendor: Conner Strong

Amount: \$1,000.00/ year - Three year policy

Funding Source: 900-00-8840

Director Bundy advised, "For many many years we have had a policy in place for travel accident coverage for the commissioners when they are traveling on Authority business. It is a \$1,000.00 a year premium for a three year term. It is up for renewal right now. Looking for permission to renew it with our risk manager which is Conner Strong."

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

AYES: Comm. Cevasco, Cartine, Buttacavoli, Bottazzi, Veni  
NAYS: None  
ABSTAIN None

**d. Attendance at NJWEA Annual Conference**

For: Stephen T. Specht, PE  
Amount: \$313.00  
Account No.: 900-54-7245

Director Lacey advised, "This is the annual conference. We have an issue where we try to maintain a \$250.00 amount. In this particular case Director Specht uses these for TCH's in other words he needs these credits in order to maintain his license for our use here so I am asking that he be allowed to go to this."

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

AYES: Comm. Cevasco, Cartine, Buttacavoli, Bottazzi, Veni  
NAYS: None  
ABSTAIN None

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

**a. Vehicle 570 Replacement, 1998 Ford E150 Van**

Director Bundy advised, "I am requesting permission to go out for three quotes to replace a 1998 Ford E-150 van. The vehicle has over 106,000 miles on it. As I reviewed with the Construction Committee there are a lot of problems with the vehicle right now which would require a pretty large investment. The vans that we are looking at are not available on State Contract that is why I am asking you to go out for three quotes."

Chairman Veni asked, "Is this on the surplus list?"

Director Bundy advised, "It is not on the surplus listing tonight because this just came up before the surplus list. I thought we were going to do the surplus last month."

Comm. Buttacavoli asked, "Wouldn't we want to add it to the listing since we are doing this?"

Director Bundy advised, "Well the vehicle is still in service but it's out of service. Why don't we just wait until next month after we secure the new van."

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

AYES: Comm. Cevasco, Cartine, Buttacavoli, Bottazzi, Veni  
NAYS: None  
ABSTAIN None



**17. ADOPTION OF REPORTS**

Comm. Bottazzi made a motion to adopt the Directors' Reports. Seconded by Comm. Cevasco.

AYES: Comm. Cevasco, Cartine, Buttacavoli, Bottazzi, Veni  
NAYS: None  
ABSTAIN None

**18. ADOPTION OF PERSONNEL ACTIONS**

Comm. Buttacavoli made a motion to adopt the Personnel Action. Seconded by Comm. Bottazzi.

AYES: Comm. Cevasco, Cartine, Buttacavoli, Bottazzi, Veni  
NAYS: None  
ABSTAIN None

**19. OLD BUSINESS**

**19.1 Well No. 15A – Abandonment of Well No. 10 – Exempt**

Chairman Veni asked, "Do we have to go over this again in public?"

Director Specht advised that he does not believe so.

**19.2 Shared Services with Township of Brick for the Irrigation Pit Meter Vault Installation Project - Purchase of Precast - Modern Precast - \$25,582.71**

Director Specht advised, "In conjunction with the shared services agreement with the Township of Brick for the irrigation pit meter vault installation project the Township approved their portion of the agreement on April 10<sup>th</sup>. We are now moving ahead with this project. The project totals approximately \$48,000 which will be reimbursable by the Township as soon as the work is complete. At this point I am just looking to get authorization from the Board to purchase the pre-cast vaults. There are five of them for \$25,582.71. All the paperwork is in order and I did receive three bids ranging from a low of \$25, 582.71 to a high of \$62,772. The middle bidder was \$44,550 so we were able to not have to publicly bid these pits. I do have the business entity disclosure certification as well as the BRC so we are ready to award this as soon as we can. We are awarding it to the lowest bidder Modern Precast for \$25,582.71."

Comm. Bottazzi made a motion to adopt the Personnel Action. Seconded by Comm. Cevasco.

AYES: Comm. Cevasco, Cartine, Buttacavoli, Bottazzi, Veni  
NAYS: None  
ABSTAIN None

**20. NEW BUSINESS**

**20.1 Reservoir Special Use Permit Requests - NONE**

**20.2 Developer Application No. 1786 – Hillside Avenue - Exempt**

**20.3 Capital Funding Considerations**

Director Planko advised, “This is what I talked about earlier and was discussed at our Finance Committee Meeting as far as capital funding considerations. Again it is really basically two items I’m talking about. Number one I would like to get permission from the Board to sit down with Frank Holman and Acacia and start talking about capital considerations over the next five year horizon which could mean a bonding of up to \$15 million number one. As you might recall I mentioned during the Rate Hearing when we had it in March, it is an opportune time for us because I have debt service dropping off in the next budget year and therefore if we have an increase in debt service I can basically get this additional bonding without any impact to the rate payers when I prepare the 13/14 budget. So it is a very good time for us number one so I would like to get permission from the Board to move forward with that discussion without any action of course. And secondly...”

Chairman Veni stated, “Let’s go one at a time. I would like that you have your Finance Commissioners there when you meet with those two other people, two other groups. We are going to break it down. We need a motion for part a.”

Comm. Cartine made a motion to move 20.3, the capital funding considerations, item 1. Seconded by Comm. Buttacavoli.

AYES: Commissioners Cevasco, Cartine, Buttacavoli, Bottazzi, Veni  
NAYS: None  
ABSTAIN: None

Chairman Veni advised Director Planko, “OK go with number 2 or b.”

Director Planko advised, “And the second part Mr. Chairman what I would like to do as I mentioned we have some additional funding that I would like to use for capital. I outlined it in a memo that was attached to Director Lacey’s report if there are any questions from the Board I would be happy to answer them. In the interim I would like to prepare a resolution for next month to move those funds and I will get a draft out of that resolution within about a week.”

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

AYES: Commissioners Cevasco, Cartine, Buttacavoli, Bottazzi, Veni  
NAYS: None  
ABSTAIN: None

**20.4 Optional Health Insurance Plan - Exempt**

Director Lacey advised, “We have open enrollment starting in June. I guess we have to get our consultant IMAC to come in...”

Director Planko advised, "We are basically seeking permission to have IMAC in to talk about an alternate plan that we would like to offer our employees at open enrollment on June 1<sup>st</sup>."

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

AYES: Commissioners Cevasco, Cartine, Buttacavoli, Veni  
NAYS: None  
ABSTAIN: Abstain

## **21. RESOLUTIONS**

33-12 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 we do several times per year as necessary we make up a declaration listing to dispose of items that the Authority no longer needs. We presented that list to the Board as I mentioned we added one more item. I am asking the board pass this resolution so I can place these items out on GovDeals for sale. By the way our GovDeals sales to date over the past three years have been over \$21,000. And not only has that served as miscellaneous income it staves us a lot of internal work especially for Director Bundy in disposing items that we no longer need so we make money and dispose of them at the same time."

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

AYES: Commissioners Cevasco, Cartine, Buttacavoli, Veni  
NAYS: None  
ABSTAIN: Abstain

## **22. PUBLIC DISCUSSION**

At this point in the meeting, 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.*"

Ms Briggs advised, "I have to ask there was a lady here last month discussing about the park in Forge Pond. What is the BTMUA doing to limit the use of the park?"

Director Lacey advised, "We did tour it with some of the commissioners and right now our attorney has advised us that we should post *No Trespassing* signs and we are doing that. We have looked at some other options. There are no good inexpensive options because of the size of the area. But the commissioners that did look at it are concerned that the public not go down there. It is not really meant for the public to go down there. It is a wet and forested area that serves an industrial purpose. It is our Well Road where we have a lot of heavy equipment and high voltage lines and equipment that gives

us telemetry for our water production. We have some other ideas too that we are not ready to talk about.”

Ms. Briggs replied, “Well I would just suggest keeping in mind what a lawsuit would cost.”

Director Lacey advised, “We have been sued before there.”

Ms. Briggs replied, “If the residents using this park...”

Comm. Buttacavoli stated, “It is not a park.”

Ms. Briggs replied, “They think it is.”

Comm. Cartine added, “We are mindful of that Ms. Briggs. We are very mindful of liability issues.”

Ms. Briggs continued, “The second thing, and I suggested this a few months ago having someone come to a council meeting and just make a brief presentation as to the Water company’s status and what not. I am sure you are all aware of the comments, you’ve read all the comments about the BTMUA and what not. I think the only way you can combat them is to have someone come and make a presentation and say we didn’t loose \$15 million and we are not poisoning the people. Just a suggestion. My third and most important please give us that clock. We are going to give you whatever it is \$44,000 for you to give us some kind of thing. Could we have that clock for our council meetings?”

Chairman Veni advised, “We already said that we would definitely loan it to you on a weekly basis.”

Director Bundy asked, “Did we decide on the Monday openings?”

Director Lacey advised that he will discuss it with him.

### **23. CHAIRMAN'S CLOSING STATEMENT**

Chairman Veni read the closing statement as follows: *The next Public Meeting of the Authority will be on Monday, May 21, 2012 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 8:19 p.m.

Respectfully submitted,

Patrick L. Bottazzi  
Secretary

