

Minutes of a PUBLIC MEETING of
The Brick Township Municipal Utilities Authority Held on
August 27, 2012 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 9, 2012 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

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

Staff & Consultants Present

James F. Lacey, CPWM, Executive Director
Frank Planko, CFO
Frank Pannucci, 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 Dasti, Esq. Authority General Counsel
John S. Truhan, PE, Authority Consulting Engineer
Jerry Conaty, Authority Auditor

1. Directors' Reports

a. James F. Lacey, CPWM, Executive Director

Director Lacey advised, "I just want to highlight some things on my report. Number one I know a lot of our directors are excited about some of their projects so I won't take too much thunder. But we look like we are going to be able to go with another cell tower. This will bring some more revenue into the utility. We have some close outs. I want to mention number 4, if you remember we had a discussion about chemical treatment process modifications and as Director Maggio had pointed out he thought there would be some savings and it looks like that has come true. If you go to page 3, number 7 - if you recall the Board approved us to be open seven days a week until Labor Day and then after Labor Day we would go back to closing on Mondays without another vote from the Board. So we are aiming to do that unless the Board chooses to do something differently. Also something about bad weather and a lot of snow of course we take care of our facility first and we leave that last to get done. We need to open our facilities and lift stations first. Page 4 number 9 we have a request to use the Reservoir. Number 10 is an approval to spend some funds. We have 11 account reconciliations through Director Pannucci and of course under 14 on page 6 we have a promotion and replacement for an employee who is no longer with us under personnel. We have some litigation and contractual items for the exempt session."

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

Director Specht advised, "I have a number of items on the agenda tonight for approval by the Board of Commissioners. All of which were discussed at our Construction Committee Meeting two weeks ago so I will go over them in detail when we get to that portion of the meeting. There are a couple of other things. We completed the irrigation for the Township. We had an estimated cost of about \$47,000 and we came in at \$46,000. We also got notification recently from the Borough of Mantoloking to do some sewer cleaning for them under our annual contract for about 2,000 feet of pipe that will generate about \$5,000 of revenue for use. With regards to the Borough of Bay Head we are receiving bids on behalf of the Borough tomorrow afternoon for their sewer lateral clean out installation project on Route 35. Then we will look to make a bid analysis and recommend award of contract hopefully to the Borough by the end of the week. Again the rest of the items can be discussed in detail as we go through the meeting."

Comm. Bottazzi asked, "Through the chair, I have a question - do we have to get permission by the Council to do this work outside? You know the problem we had last year?"

Director Specht advised, "We have received permission to move ahead with this from the Council."

Comm. Bottazzi asked, "Before you asked us if you could do the work?"

Director Specht advised, "No you gave us approval first and then council gave us approval and then the Borough gave us approval so we are ready to go with that."

JOHN PLANKO, Chief Financial Officer

Director Planko advised, "A couple of items. As discussed in the past I have been working with all the departments on a revised five year capital plan. Last week I met with Directors Pannucci and Bundy. I anticipate having a revised capital plan out later this week. I talked about it with the Finance Committee and this is going to give us a better handle on our financing needs for the next time when we meet with Acacia. Also budget preparation is right around the corner about six weeks away so I'll be preparing a budget calendar over the next week or two. Also Director Lacey mentioned the additional \$40,000 cell revenues. Our cell revenues right now are about \$300,000. This will bring us up to about \$340,000 which has a positive impact of about 1% savings on rates. And that's all I have Mr. Chairman."

d. Joseph Maggio, PE, Director of Water Quality

Director Maggio advised, "Last month we reported that we saw a \$20,000.00 savings in chemical usage when comparing June 2012 to 2011. A Similar comparison between July 2012 and 2011 showed a \$40,000 decrease in chemical costs."

Chairman Veni asked, "How come? You're talking thirty days difference?"

Director Maggio replied, "Well the difference between June and July would be the result of just demand. July and August are higher demand months."

Chairman Veni stated, "Now I do understand what you are saying from June 2011 through June 2012 we had \$20,000 savings, but from June 2012 to July 2012 what was the savings? I know you are going for the whole year but that is like repeating yourself?"

Director Maggio advised, "Through comparing the chemical costs we spent just for July of 2012 to our chemicals costs in July 2011 there was a \$40,000 savings. It is one month so if you add June to it its \$60,000 total. We also looked at the cost to treat a million gallons to insure that everything was apples to apples and for that month in between July we saw 60% reduction in the cost to treat one million gallons of water. A lot of that is a result of dramatic reductions. We have eliminated the use of carbon dioxide and we are testing a corrosion inhibitor. We are seeing significant reduction in the use of lime. Those are both chemicals that do cost us a great deal of money and this was all a component and all expected as part of the process changes we are doing to our treatment process. Again these numbers are preliminary. They are early. It's just two months of numbers but very positive indications going forward that the changes we have proposed are really going to pan out in some big savings. We are very pleased with that because water quality has not been impacted at all. That is really good news."

Chairman Veni asked, "And you have all this data to prove it if anyone wants to see it?"

Director Maggio replied, "Oh yeah. We have how much lime we used, how much ACH we use. For 2011 it would be zero but how much we use on a daily basis and we can translate that by the cost and translate that into real numbers on a day to day basis if you wanted to."

Chairman Veni asked, "So am I to believe that in August we will save \$80,000?"

Director Maggio replied, "No I think the \$40,000 - I'm going to guess is going to be our peak because July is pretty much our peak month. August may not be that much different because August is another peak usage month but there is no reason to think that this trend will continue of significant cost savings for the chemicals that we are using to treat our water. I won't go into too much detail on the Metedeconk River Watershed Management Plan. We talked about that in the Watershed Committee report but we have received informal indication from NJDEP that there is a really good chance that we will receive an additional grant for another \$700,000 for implementation of the projects that we are identifying in our Watershed Management Plan. So that would bring the total amount of money we can save on actually doing projects in the watershed to protect the Metedeconk and protect our source water to in excess of \$1.1 million. So that is great news."

Comm. Bottazzi asked "Are we doing any more testing up river?"

Director Maggio advised, "We are always testing. There is always staff out in the watershed taking samples and making sure that our water quality is very good and treatable."

Comm. Cartine stated, "Excuse me through the chair. I think the Commissioner is referring to the area that is adjacent to the asphalt plant, whether or not basically we have been monitoring that?"

Director Maggio replied, "Oh I am sorry yes we are sampling for VOC's which the PCE Chemical is a component of."

Comm. Bottazzi stated, "They are looking to expand again I understand."

Director Maggio advised, "Yes and we are commenting and reviewing the plans and working with DEP on those plans for expansion. I think it was back in January we actually met with DEP and representatives of the County to talk about Stavola in a holistic manner. Talking about the expansion plans as well as the environmental enforcement issues and our concerns about PCE were one of those issues. When I say holistic it means they were instead of managing everything on a piece meal basis they are trying to coordinate and try to put together and package all of the issues and deal with them all at once."

Chairman Veni stated, "You get three checks, but I would highly suggest that you document everything you just said just in the event that someone gets that and says they did that work for you?"

Director Maggio replied, "We have nothing formal but they have given us indication we are working on a scope of work for this grant for DEP and we are in direct communications with DEP."

Chairman Veni replied, "Yes as long as you document that you guys got this grant."

Director Maggio replied, "Oh. Sure."

e. Scott Bundy, Director of Central Services

Director Bundy advised, "On the agenda tonight I think Director Lacey mentioned we have an award of a purchase to Oliver Communications. Two purchases actually for the School Board shared services. I also have on the agenda, but I think it was changed to Authorization to Bid for portions that we were going to go to Verizon. With the letter we talked about at the Construction Committee meeting we didn't receive so when we get this on the agenda I will go into a little bit more detail, but I am probably going to look to withdraw this for the month and talk to you about what I may want to try to do. But at that point in the meeting I would like to at least tell you what the plan is for that. As Director Lacey also mentioned we are coming to the end of the staying open on Monday at the Reservoir and back in March when they approved that we would talk about it again now. We have one authorization to utilize the Reservoir which I believe the Board will probably reject that."

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

Director Pannucci advised, "Yes Mr. Chairman. I have five items in reconciliations. I have a request to go out for prices for a new billing stuffer. Another request to go out for blanket service and purchase contracts for all of our copiers and faxes which have been individual for a number of years and one item for closed session."

Chairman Veni asked, "Are we going to replace everything with this new contract?"

Director Pannucci replied, "Copiers and faxes - if the price is right yes and of course if the Board likes the prices the next time I bring them to them."

5. Commissioner Committee Reports

a. Construction, Buildings & Grounds Committee – Commissioner Buttacavoli

Comm. Buttacavoli advised, "We had a Construction and Buildings and Grounds Committee meeting on Tuesday, August 14th. Basically discussed by Directors Specht, Bundy and Maggio what they just went through and also the discussion on a reorganization of the office spaces in the Water Treatment Plant as well. So rather than be redundant and repeat everything that was said by those directors that is basically what we discussed at the meeting."

b. Finance Committee – Commissioner Buttacavoli/Bottazzi

Comm. Buttacavoli advised, "We met on August 21st with our accountant and we also had a discussion on Bruno Associates our Grantsman with their latest status report."

Director Planko advised, "Well I just talked in more detail about the five year plan that I mentioned to the Board."

c. Rate Committee – Commissioner Bottazzi/Ciocco

Comm. Bottazzi stated, "I didn't make the meeting. I guess you will have to ask the director or Comm. Ciocco."

Comm. Ciocco advised we didn't have a Rate Committee Meeting.

d. Reservoir Committee – *Commissioner Bottazzi*

Comm. Ciocco advised, "We did have a Reservoir Committee meeting and Director Bundy did mention two of the items - the Reservoir Hours we are coming to close of the original extension and we need to talk tonight about extending those to at least the fall."

Chairman Veni asked, "What is your recommendation?"

Comm. Ciocco replied, "I think it is working well and I think for at least the good weather we can continue with it unless there is an objection to it. People are showing up. There has been usage and there has been no problem with over time since we had that new structure put in. So to continue at least through the fall when the weather is good and it is still light out and people are using it would be a good idea."

Comm. Cartine stated, "Am I to understand there is absolutely no over time and that we are seeing this as we have in the past with the same dollars in place?"

Chairman Veni stated, "One thing I know we gave four people a \$2.00 raise because they have a new title so I would say we are spending more money because four of the nine people at the Reservoir received a raise."

Comm. Cartine stated, "But we didn't give them a raise because of the additional time that we are opening. These raises were for other reasons."

Comm. Ciocco continued, "We also discussed the dog bite incident and that the (dog) club is no longer using the Reservoir as a meeting place I believe. They had sent out a thing and they are no longer meeting there."

Chairman Veni asked, "Do we have any proof of that? If they came in as individuals and said 'hey long times no see.'"

Comm. Ciocco advised, "Well he had sent out an email to..."

Counselor Dasti stated, "I sent out an email. That's all we had was an email address. We don't have a snail mail address for that Pit Bull Club so we did send out a letter. I didn't get any response."

Director Bundy stated, "The group's website then posted on their website that they are not going to meet there any longer and we looked at the camera. They had a set pattern of how they did things but I haven't seen anything."

Comm. Ciocco continued, "The Trinity Church path - we are still having difficulties with Wall about the type of paving that we want to use on the path to the parking lot there. Director Bundy has had some conversations about doing some alterations to the parking area over there to remove some of the impervious coverage so that they will allow us to do that. He mentioned the special use permit and we can discuss that a little further later on. There is going to be some discussions about adding barricades

along the parking lots to prevent vehicles from driving up onto the rim of the Reservoir. There was an incident with a Township vehicle inspector had driven up on the rim to get over to the cell tower so we want to prevent any vehicle from doing that so we have to talk about installing barriers up there.”

Chairman Veni stated, “You mentioned barriers and I believe in the Construction Committee meeting we were talking about guard rails.”

Comm. Ciocco responded, “Guard rails as a barrier.”

Chairman Veni responded, “Yeah it is but barrier to me is temporary and guard rail is permanent.”

Comm. Ciocco continued, “And also we held a memorial at the garden for Chuck Scheideler on the 28th”

e. Watershed Committee – Commissioner Cartine

Comm. Cartine advised, “The Watershed Committee did not meet. You all have a copy of a memorandum from Joe Maggio. I just want to highlight something which I think we should be very very proud of. The DEP has invited Brick Utilities to give a presentation about the Metedeconk Water Plan and this is to be given to assistant commissioners and other high level managers and staff. The New Jersey DEP wants to use the Metedeconk Plan as a model for future plans that they might perceive to be valuable to them. I believe that Director Maggio’s staff will do us proud when they do go before the DEP to talk about the Metedeconk Plan. As of now the Watershed Plan has received approximately \$149,000 of the Grant. At this point we are moving on with it and it is a work in progress. It will be continued for the next year or two before it is completed. Once again I think we have paved the way for other utilities and the DEP to explore the idea of safe water and to protect their watersheds. This is the first time this has ever been done by the DEP and we are the benefactor of that study. Also I’d like to say this has little to do with the Watershed Committee. Our Water Quality people, Joe Maggio and his people have been invited to speak in September before the Ocean County Municipal Utilities Authority Association. This is an umbrella group of all of the Authorities in Ocean County who get together bi-monthly and talk about our problems and situations and also have dinner at the same time. They will be speaking to our group on the subject of water quality because there are needs that the utilities authorities do not have with regards to testing water. They did not know that Brick has been testing water for other utilities throughout the state and when I cited the fact that we are doing the Passaic Valley Water Commission’s Testing they were impressed so they might avail themselves of our services. It is an opportunity to bring in some new business and also give some reports out to some of the small utilities as to what the standards for federal and state water quality are. Believe it or not they are not sure what it is. This is something that I am looking forward to and I think that some of our commissioners should be attending that dinner on September 13th. So again it just shows that the quality that we have here with our staff and the work that we do is certainly well recognized by at least the people here and the professionals in Ocean County.”

Chairman Veni stated, “Joe you have a lot of work ahead of you. You have two presentations. Who is doing the presentations?”

Director Maggio replied, "The one on the Thursday that Comm. Cartine is referring to because we do want to have a lab marketing tinge to it Rob Karl will be the interesting part and he will discuss some of our source water monitoring that we do on the Metedeconk River and how our laboratory capabilities benefit that. Steve Naglich one of our laboratory supervisors will be talking about laboratory capabilities and those services that we do provide for other MUA's."

Chairman Veni asked, "What about the DEP one?"

Director Maggio replied, "The DEP I will be there, Rob Karl and Dan (last name) CDM our consultant. They will be making a presentation that we have made to the DEP before, but this one is actually to a much higher level staff at DEP. I think there is some hope that DEP in some cases are very fragmented that there may be people that have never seen our presentation and may have sources of grant money for us. The money is obviously the driving force between us being able to do the projects that we'd like to do in the watershed."

f. Alternate Water Source/Energy Committee – Commissioner Cartine

Comm Cartine advised, "We did not meet but we have a work in progress with the turbine. Maybe I can have Steve basically report where we are at with regards to the college and the tower."

Director Specht replied, "We are in discussions with Stockton College about installing wind monitoring equipment on the communication towers. Some modifications will be required at the communications tower so we can get the equipment far enough away from the main structure of that tower to get the proper wind readings. Once we finalize that design we will present it to the Tower owner Crown Castle. I believe it is and they will install the equipment for us and then we will start monitoring. I have it scheduled within the next three months to wrap that up."

g. Hazmat Liaison/Committee – Commissioner Cartine/Cevasco

Comm. Cartine advised, "Hazmat has not met."

h. Security Committee – Exempt – Chairman Veni

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

Counselor Dasti advised, "We need a resolution to go into closed session for personnel, contract litigation and some contract issues and the minutes of the meeting will be held confidential until the need for confidentiality no longer exists."

Comm. Cartine made a motion to go into exempt session. Seconded by Comm. Bottazzi.

ROLL CALL:

AYES: Comm. Cevasco, Cartine, Buttacavoli, Bottazzi, Veni

NAYS: None

ABSTAIN: None

Chairman Veni stated, "I would like to announce that our Council President John Ducey is in the audience at this time and John can I see you for a second and with that everyone can take off."

On motion duly made and seconded the group entered exempt session at 6:28 p.m.

On motion duly made and seconded and a unanimous vote, the group returned to open session at 7:19 p.m.

7. APPROVAL OF MINUTES

The minutes of the following meetings were distributed previously:

July 23, 2012

Comm. Bottazzi made a motion to approve the minutes of July 23, 2012, seconded by Comm. Buttacavoli

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

8. CORRESPONDENCE

9. APPROVAL OF BILL RESOLUTION

Comm. Bottazzi read the Bill Resolution Dated August 27, 2012 in the total amount of \$3,601,053.26 as follows:

Total Operating Vouchers:	\$	2,263,259.48
Total Payroll:		1,001,711.67
Total Capital Vouchers:		330,082.11
Escrow:		6,000.00
Total Bill Resolution	\$	3,601,053.26

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 July 31, 2012 as follows:

Unrestricted Funds:

Total Revenue Funds:	\$ 9,497,085.97
Total General Funds:	253,055.84
Total Unrestricted Funds:	9,497,085.97

Restricted Funds:

Rate Projection Maintenance Fund:	3,591,000.00
Future Capital Requirements Fund:	201,277.72
Working Capital Fund:	1,121,464.21
NJEIT Processing Fund:	3,022,267.82
Total Bond Funds:	15,349,723.62
Total Other Restricted Funds:	1,808,372.26
Total Restricted Funds	25,094,105.63
Total of All Fund Accounts:	34,591,191.60

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

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

11. DEVELOPER APPLICATIONS - NONE

11.1 Preliminary Applications - No Further Action Required

11.2 Other Applications

11.3 Release of Performance Bonds - NONE

12. UNANTICIPATED/EMERGENCY CAPITAL EXPENDITURES - NONE

13. CUSTOMER ACCOUNTS RECONCILIATIONS

Director Pannucci read the customer accounts reconciliations as follows:

- a. Account 3316002-0, 31 Brower Drive, Paul Condouris. A sewer credit is recommended in the amount of \$661.76 due to a broken pipe going to the dock. The average usage is 11,000 gallons and the quarter in question rose to 118,000 gallons. All repairs have been made and verified and the meter is in proper working order.
- b. Account 5133604-0, 53 W. Grenada Dr., Timothy Eosso. A sewer credit is recommended in the amount of \$1,055.00 due to a broken pipe to the dock. The average usage is 13,000 gallons and the quarter in question rose to 173,000 gallons. All repairs have been made and verified and the meter is in proper working order.
- c. Account 5227209-0, 151 St. Lawrence Blvd., Ricky Camarda. A sewer credit is recommended in the amount of \$2,197.91 due to a broken pipe going to the outside shower. The average usage for this quarter is 0 and rose to 365,000 gallons. This is a summer resident and the pipe burst while away. All repairs have been made and verified and the meter is in proper working order.

d. Account 5188803-0, 142 Daybreak Ct., John Daly. A sewer credit in the amount of \$611.00 is recommended due to outside watering of new sod. The average usage is 25,000 gallons and the quarter in question rose to 119,000 gallons. The homeowner has since installed an auxiliary meter to prevent this from happening in the future. The serviceman verified new sod and the meter is in proper working order.

e. Account 20169603-2, 2 Jaywood Manor, Jerome Berkowitz. A sewer credit is recommended in the amount of \$1,054.15 due to a broken line in the sprinkler system. The average usage is 38,000 gallons and the quarter in question rose to 329,000 gallons. All repairs have been made and verified and the meter is in proper working order.

Comm. Bottazzi made a motion to adopt the Customer Accounts Reconciliations. Seconded by Comm. Cartine.

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

14. CONTRACT CLOSE-OUTS

Director Specht reviewed the following contract close-outs that were detailed in his monthly report and recommended they be approved.

- a. **Contract Closeout for the Sanitary Sewer Rehabilitation – Phase VI; Contract No. 897087J; NJEIFP No. S340448-06, Contract 3A; Spiniello Companies (Final Contract Line Item and Reduction in Retainage from 2% to 0%) –**
- b. **Contract Closeout for the Redevelopment of Well No. 11; Contract No. 711005; A.C. Schultes, Inc. (Reduction in Retainage from 2% to 0%) –**
- c. **Contract Closeout for the Redevelopment of Parkway Service Territory Well No. 1A; Contract No. 710003; Uni-Tech Drilling Co., Inc. (Reduction in Retainage from 2% to 0%)**

Comm. Buttacavoli made a motion to adopt the Contract Close outs. Seconded by Comm. Cartine.

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

15. AUTHORIZATION TO EXPEND APPROVED FUNDS

- a. **School Board Shared Services for Fiber Optic Expansion – Central Services**
Request authorization to proceed with installation contract to Oliver Communication Group in the amount of \$20,600.00.

Director Bundy advised, "These are two separate votes. The first is part of our School Board fiber optics shared service agreement. The first is to authorize Oliver Communications Group a contract in the amount of \$20,600.00. This is to be fully reimbursed by the School Board."

Comm. Buttacavoli made a motion to adopt the Contract Close outs.

Comm. Cartine asked, "Just a question, just getting ahead, I noticed that a and b have the same vendor on two contracts for the same project. I don't quite understand why it is not one contract instead of two being that it is the same vendor and the same project. What's the difference here?"

Director Bundy replied, "They are two specific projects within this larger project and they are two different things that we are doing here. We decided to keep them separate to keep it simple for everyone involved so we could better identify them. We received three quotes on them."

Comm. Cartine replied, "I am not questioning the quotes at all. I am just questioning why we bifurcated the contract? Why we didn't just combine the two?"

Director Bundy replied, "Because that is the way we wrote the agreement with the school. It follows the agreement and it is two separate locations. It's all in the shared service agreement, but it is two separate things that we are doing. One is Brick Memorial and the other is Lanes Mill."

Seconded by Comm. Bottazzi.

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

b. School Board Shared Services for Fiber Optic Expansion – Central Services

Request authorization to proceed with installation contract to Oliver Communication Group in the amount of \$8,860.00.

Director Bundy advised, "Item B is a similar project at the Lanes Mill School with Oliver Communications. It is a three quote pricing and it is for \$8,860.00. Again this will be fully reimbursed by the School Board."

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

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

c. **Authorization to Purchase Spare Parts for the Smith H-200 Fire Hydrants from Cutter, Drill, & Machine Inc. in the Amount of \$6,610.10; Operating Account No. 703-8070 –**

Director Specht advised, “This is for the purchase of spare parts for the Smith H200 fire hydrants from Cutter Drill & Machine, Inc. for \$46,610.00. In order to continue with our hydrant maintenance program on behalf of the Township Fire Commission we need to purchase these spare parts. We requested quotes from five different vendors and received quotes from three and Cutter Drill is the low bidder.”

Comm. Bottazzi made a motion to approve this action. Seconded by Comm. Cevasco.

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

d. **Authorization to Proceed with the Knoll Crest Avenue Water Main Condition Assessment by Echologics LLC for \$18,100.00; Capital Project No. 709001 – Water Main Evaluation Metedeconk, Cartagena, Midstreams –**

Director Specht advised, “This is for Knoll Crest Avenue Water Main Condition Assessment by Echologics LLC for \$18,100.00 utilizing funding from capital Project No. 709001 - Water Main Evaluation Metedeconk, Cartagena and Midstreams. Back in June of this year, I reported that we had two major main breaks on Knollcrest Drive. I did an estimate for total replacement of the main to be somewhere in the vicinity of \$750,000 to replace approximately 2,700 feet of main. Prior to proceeding with this I would like to use Echologics to basically assess our mains. They have technology where there is acoustic sound technology where they can impart noise waves on our pipe to determine the life cycle of the main to determine how much life we have in the pipe to see if we have to replace the whole man or just a portion. So again I recommend we move ahead with this.”

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

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

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

a. **Authorization to Proceed with the Design and Bidding for the Redevelopment of Well No. 12; Capital Project No. 712001; Fiscal Year 2012/2013 Budgeted Amount - \$220,000**

Director Specht advised, “Item 16a is looking for the authorization to proceed with the design and bidding for the redevelopment of Well No.12. It is a deep well that we utilize and provides our supply in the summer. It is funded under capital project No. 712001 under this fiscal year for \$220,000. The last time Well No. 12 was redeveloped was in 2005 so it falls within the five to ten year redevelopment window so I would recommend we move ahead wit this. The design would be performed in-house and we will manage the project in-house also.”

Comm. Cartine stated, "Just a matter of information. What is involved in the redevelopment of a well?"

Director Specht advised, "What they do is they pull the existing well pumps. The well pumps are set at approximately 250 feet into the ground. They would look at the existing column pipe and pump as well as the existing shafting for the pump. They would also do an analysis of the motor that drives the pump. Once that equipment is removed they would send in well drilling equipment or redevelopment equipment into the wells to redevelop the screening mechanism that is \$1,800 feet in the ground. This one we are also looking to put in a closure around the well. We have concerns during the winter of parts freezing on the well so we are looking to put in a pre fab enclosure around the well instead of insulating the piping which is problematic at times so that is what that entails."

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

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

b. Permission to get three quotes for a new "Folder / Inserter" for billing machine

Director Pannucci advised, "Permission to go out and get quotes for lack of a better term, folder inserter for our bills for capital project 904009. Since it has been about four years since we have had the current one. We have had just under 750,000 bills go through it, and we have pretty much burnt it out. We are looking to get quotes for a new heavy duty machine. We need something that can handle the volume that we have. We are going to compare leasing and purchasing. We will be able to sell our current one on Gov.Deals to an entity that has significantly lower volume than we do."

Chairman Veni asked, "How much money do you think we are going to have to spend?"

Director Pannucci advised, "Right now we have budgeted \$15,000 but I am looking between \$10,000 and \$12,000 and there are a number of companies on State contract that do this exact thing."

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

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

c. Authorization to proceed with quotes for blanket lease and service contracts for all copiers and fax machines

Director Pannucci advised, "Since this falls under me this year, what I have noticed is we have approximately combined 20 copiers and fax machines all reaching about 10 years old. They are being serviced every other week and they are falling apart and each and every one has an individual service contract, lease agreement. What I want to do is get a couple of quotes from a few companies and get one blanket contract to replace all our machines, service all our machines, lease all our machines and

hopefully save money since we are going to be doing it in bulk.”

Chairman Veni asked, “Does this also include if we wanted some additional fax machines?”

Director Pannucci asked, “If there is a need for it I’ll talk to the other directors and see if they have adequate machines for their needs now and we will build that into it.”

Comm. Ciocco stated he has a question through the chair, “The new copiers now can also be used as a copier and as a fax and a printer.”

Director Pannucci advised, “I haven’t actually looked at anything yet. I wanted permission first but all that stuff with the technology now you can just email what you want right from the copier instead of printing it out and copying it all. This is just to make things more efficient.”

Chairman Veni asked Director Bundy if we have the capability to do that.

Director Pannucci advised, “Right now our machines are old enough where they don’t do that but the new machines it is just a matter of IT being able to hook it up to our Internet.”

Chairman Veni asked, “Do we have wifi here now?”

Director Pannucci replied, “Yes. IT would be able to do that. And we would have the capability once we get the new machines.”

Director Bundy advised, “Everything here is hard wired.”

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

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

- d. **School Board Shared Services for Fiber Optic Expansion**
Verizon Select Services, Inc., in the amount of \$68,427.17.
- e. **School Board Shared Services for Fiber Optic Expansion**

Director Bundy advised, “d & e I am looking to hold those this month. We have run into some internal questions on these two contracts and I have discussed it with Council and we are going to try to get him involved to talk to JCP&L and Verizon to make sure we are doing what we are supposed to be doing here.”

Chairman Veni replied, “Ok so Item 16 d and 16 e will be tabled for tonight.”

Comm. Cartine made a motion to table Items 16d and 16e. Seconded by Comm. Buttacavoli

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

ABSTAIN: None

17. ADOPTION OF REPORTS

Comm. Buttacavoli made a motion to adopt the directors' reports. Seconded by Comm. Cartine

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 actions. Seconded by Comm. Cartine

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

19. OLD BUSINESS

19.1 ASR Well 15A – Exempt

Chairman Veni asked Counselor Dasti if we need to vote on this item. Counselor Dasti advised there is nothing to vote on and he has his instructions.

19.2 Reservoir Hours Adjustment

Director Bundy advised, "As we discussed earlier the Board voted in March to open the Reservoir on Mondays when we were normally closed and said they would revisit it in September because we were going to start closing again after Labor Day. So it is up to the Board to direct us as to what your pleasure is."

Comm. Veni asked, "My fellow commissioners what is your pleasure?"

Comm. Cartine stated, "Mr. Chairman I am going to move that we continue to keep the Reservoir open until November 30th on Mondays." Seconded by Comm. Buttacavoli.

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

20. NEW BUSINESS

20.1 Emergency Water Main Replacement on Tilton Road

Director Specht advised, "Yes Mr. Chairman to just give a quick update on the emergency water main replacement on Tilton Road. Earlier this month we had a main break at number 37 Tilton Road. The Board was polled to see if we could move ahead with an emergency contract to prevent any other failures out there. The design has been completed in house and we have contacted ten contractors. Five of them said they would be interested in bidding on the project. We have a mandatory pre-bid meeting at 9:00 a.m. with all bids being received next Wednesday which is the 5th. At that time I will reach out to the board and see if we can move ahead with the award and then memorialize it hopefully at the September meeting just to keep this project moving."

Comm. Cartine asked, "What have we done in the meantime to alleviate that break? Do we have it patched now?"

Director Specht advised, "We dug it up and put a clamp on the main and it is holding right now."

Comm. Cartine asked, "Were our people working on Mantoloking Road or a Contractor working on Mantoloking Road near Tilton because I saw..."

Director Specht advised "Yes they are. National Water main is doing lateral lining for us on Mantoloking road. They mobilized earlier this month. So that is something else."

Director Specht replied, "No that is our sewer main rehab."

20.2 Authorization to Utilize Reservoir

- a. Special Use Permit from Lori Sawyer of Mommy Moves. Permission to add the reservoir to her list of several locations for her classes.

Director Bundy advised, "We have a request for a special use at the Reservoir by Laurie Sawyer from a company called Mommy Moves. It is for pay fitness classes for new mothers and she is charging."

Comm. Cartine moved that this request be denied. Seconded by Buttacavoli

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

Director Bundy stated, "I talked to Comm. Cevasco and Mr. Lacey, is there a chance I know the Board's feelings on these paid things and you will probably reject them. Would you like us to not even bring them to you?"

Chairman Veni stated, "I believe you have to bring them to the Board so we can reject them for it to be legal."

Counselor Dasti stated, "Well you could authorize Director Bundy to do it for you if you wish."

Director Lacey stated, "We know when people come to us and they are asking us and they want to do it for profit we know ahead of time that we don't do that."

Comm. Cartine stated, "Our policy at this time has been established and I think that Director Bundy can handle any subsequent requests."

Counselor Dasti added, "And then Mr. Chairman Director Bundy could report to you at each meeting what he has done in the interim."

Director Bundy stated, "I will review them with the Reservoir Committee and Mr. Lacey. I just didn't want to put it on the agenda."

Counselor Dasti stated, "Mr. Chairman perhaps you should vote to direct Director Bundy to allow him to do that and not have to wait until the next meeting, but he will have consulted with the Reservoir Committee..."

Comm. Buttacavoli stated, "You want to screen out all the for pay requests?"

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

AYES: Comm. Cevalasco, Cartine, Buttacavoli, Bottazzi, Veni

NAYS: None

ABSTAIN: None

20.3 Request for Payment Plan – Exempt

Counselor Dasti stated, "This was discussed in closed session but you need to vote to confirm what you discussed in exempt and that is there has been a recommendation to allow this Laundromat owner which is One Partnership LLC an additional two years of history before determining the finality in the amount of connection fees he has to pay."

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

AYES: Comm. Cevalasco, Cartine, Buttacavoli, Bottazzi, Veni

NAYS: None

ABSTAIN: None

21. RESOLUTIONS

PROCLAMATION – Designating the North End Fishing Station at the Brick Reservoir as the "Patrick L. Bottazzi Fishing Station"

Chairman Veni stated, "At this time I would like to start with the Resolutions. Commissioner Bottazzi would you please stand. As you know we had a resolution and this month we have a proclamation for you and to Honor you the Brick Township Municipal Utilities Authority hereby expresses its deepest thanks and appreciation to Commissioner Patrick L. Bottazzi for his exemplary

dedication and public service and generous contributions to the community of Brick Township. The Brick Township Municipal Utilities Authority hereby designates the North End Fishing Station at the Brick Reservoir as the Patrick L. Bottazzi Fishing Station. Congratulations”

Comm. Bottazzi stated, “Thank you all. I am very much honored. I really appreciate it and all the fish you catch is on me!”

57-12 Resolution of the Brick Township Municipal Utilities Authority Awarding a Public Contract to Celco Partnership d/b/a Verizon Wireless for the Lease Amount of \$40,000.00 Per Year to Allow Installation of Cellular Equipment on the Mantoloking Road Water Storage Tank Telecommunications Facility

Director Specht advised, “This is a resolution awarding a public contract to CellCo Partnership doing business as Verizon Wireless for the lease amount of \$40,000 per year to allow the installation of Cellular Equipment on the Mantoloking Road Water Storage tank telecommunications facility. This is the only bid we received. We rejected them back in May on a defect in their bid. Hopefully this one will go through. There was one item that Mr. Dasti said we should exclude from the agreement and we will get that to them as soon as the Board approves this resolution. I would recommend approval at this time.”

Comm. Buttacavoli made a motion to approve Resolution No. 57-12. Seconded by Comm. Bottazzi

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

58-12 Inspection Services by Brick Utilities for the Garden State Parkway Mainline Widening for Shoulder Restoration; Mile Post 93.5 to 98.5; New Jersey Turnpike Authority (NJTA) Utility Order No. 1391-P

Director Specht advised, this is the inspection services incurred by Brick Utilities for the Garden State Parkway Mainline Widening for Shoulder Restoration for Mile Post 93.1 to 98.5. It is New Jersey Turnpike Authority Utility Order No. 1391-P. What this involves is there is a section of water main that goes from the Alaska Avenue booster station over to the Pine View development. A 12 inch water main that has existing steel casing surrounding the water main through the current travel ways on the Parkway. At the time of the widening additional casing will have to be added to this 12” water main. I recommended to the Turnpike Authority that removing the water main and putting additional casing in, we would go with a split 24” casing and what this entails is I estimated that we would spend about \$5,000 in inspection services while this work was being performed. The Turnpike Authority will reimburse us for that. The Turnpike Authority’s contractor will also do the work for us at no cost and we will strictly do the inspection and they will reimburse us for that.”

Comm. Buttacavoli made a motion to approve Resolution No. 58-12. Seconded by Comm. Bottazzi

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

22. PUBLIC DISCUSSION

Chairman Veni advised, *"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."*

Mrs. Briggs advised, "I would just like to thank you for loaning us the clock. It makes a big difference at the Council Meetings."

Chairman Veni stated, "Councilman John Ducey it has been brought to my attention that maybe at this time being everybody likes this clock that maybe you want to buy your own?"

Councilman Ducey replied, "We are looking into it because our budget was already passed. We priced them out and they are a couple of hundred dollars, but in November we can transfer monies."

Chairman Veni stated, "Well until then feel free to use it."

23. CHAIRMAN'S CLOSING STATEMENT

Chairman Veni advised, *"The next Public Meeting of the Authority will be on Monday, September 24, 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, seconded and all in favor the meeting adjourned at 7:50 p.m.

Respectfully submitted,

Patrick L. Bottazzi, Chairman