

Minutes of a Meeting of  
The Brick Township Municipal Utilities Authority held on  
February 2, 2015

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

**2. OPENING STATEMENT**

Following the salute to the flag, Ms. Sylvester read the opening statement as follows: *"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 12, 2014 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. In addition, because the meeting was cancelled on Monday night it was advertised on our website, posted at the Library, posted on our bulletin, town hall and also advertised on WOBM radio."*

**3. ROLL CALL**

Members Present

Thomas C. Curtis  
James Fozman  
George Cevasco  
Allan E. Cartine  
James C. Bayard  
Stacy Olsen  
Gregory Flynn

Also Present

James F. Lacey, CPWM  
Stephen T. Specht, PE  
Frank Planko, CFO  
Joseph Maggio, PE  
Gary Vaccaro  
Marie Sylvester  
Nicholas Montenegro, Esq.  
Chuck Fallon  
Chris Theodos

**4. Adoption of Directors' Reports**

Chairman Cevasco asked for a motion to adopt the Director's Reports. Comm. Cartine made a motion to adopt the Directors' reports. Seconded by Comm. Fozman.

AYES: Comm. Bayard, Fozman, Curtis, Cevasco  
NAYS: None  
ABSTAIN: Comm. Cartine

**5. APPROVAL OF MINUTES**

December 22, 2014 Regular Meeting

Comm. Fozman made a motion to adopt the meeting minutes with the revisions included in the Commissioners meeting folders this evening. Seconded by Comm. Bayard.

AYES: Comm. Bayard, Fozman, Curtis, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

**6. CORRESPONDENCE**  
NONE

**7. APPROVAL OF BILL RESOLUTION - Commissioner Bayard**

Comm. Bayard read the bill resolution dated February 2, 2015 in the total amount of \$1,519,768.94 as follows:

Total Operating Vouchers:	\$	311,963.81
Total Payroll:		1,093,340.97
Total Capital Vouchers:		114,,464.16
Escrow:		31,806.06
Total Bill Resolution	\$	1,519,768.94

Comm. Fozman made a motion to approve the Bill Resolution. Seconded by Comm. Curtis.

AYES: Comm. Bayard, Fozman, Curtis, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

**8. TREASURER'S REPORT - Commissioner Cartine**

Comm. Cartine read the Treasurer's Report balances for the month ending December 31, 2014 as follows:

**Unrestricted Funds:**

Total Revenue Funds:	\$	15,403,890.65
Total General Funds:		3,651,887.28
Total Unrestricted Funds:		19,055,777.93

**Restricted Funds:**

Rate Projection Maintenance Fund:		3,276,160.62
Working Capital Fund:		462,854.21
NJEIT Processing Fund:		2,545,721.16
Series 2014A Project Bonds:		2,188,916.30
Total Bond Funds:		7,069,278.88
Total Other Restricted Funds:		1,580,624.64
Total Restricted Funds		17,123,555.81
Total of All Fund Accounts:		36,179,333.74

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

AYES: Comm. Bayard, Fozman, Curtis, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

**9. DEVELOPER APPLICATIONS**

**9.1 Preliminary Applications - No Further Action Required - NONE**

**9.2 Other Applications**

2152 New Jersey Turnpike Authority – Mr. Ken McGoldrick, Garden State Parkway Herbertsville Maintenance Facility, GSP MP 94.3 SB/Wall Township, Final, 1 Commercial

Director Specht advised, "The first application is 2152 with the New Jersey Turnpike Authority Garden State Parkway Herbertsville Maintenance Facility at GSP MP 94.3 SB/Wall Township. This is a final application for one commercial unit. Preliminary approval was granted by the Board back in August of 2014. The applicant has made the appropriate changes to their plans. We will be providing them with water and the sewer is their own. We don't own the sewer in Wall Township and I would recommend approval of this application."

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

AYES: Comm. Bayard, Fozman, Curtis, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

2158 Mr. Joseph Gass, III, Minor Subdivision – Forge Pond Road/Lot 1 Property, Block 853, 1765 Forge Pond Road, Preliminary, 2 Residential

Director Specht advised, "2158 is Mr. Joseph Gass. It is a minor subdivision on Forge Pond Road. It will be subdividing a property to form two residential units. This is a preliminary application. Services are available in the street and the contractor will be required to install them. I recommend approval."

Comm. Curtis asked, "Did we hear from him on the other issue, Mr. Gass, about Montana?"

Director Specht replied, "Not yet, Montana Drive. We have not received a quote on that yet to extend the water main."

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

AYES: Comm. Bayard, Fozman, Curtis, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

2159 Mr. Edward Abramson, AHG Land Holdings, Amended Major Site Plan – Roy Rogers Restaurant, 72 Brick Boulevard, Preliminary & Final, 1 Commercial

Director Specht advised, "The final application is 2159, Mr. Edward Abramson, AHG Land Holdings. It is a preliminary and final. It is for a Roy Rogers Restaurant at 72 Brick Blvd, one commercial unit and I would recommend approval."

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

AYES: Comm. Bayard, Fozman, Curtis, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

9.3 Release of Performance Bonds - NONE

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

**11. CUSTOMER ACCOUNTS RECONCILIATIONS**

Director Planko presented the following customer account reconciliation for the Board's review and approval.

- a. Account 18237605-0 12 Holmes Ct, Mary Henry. A One Time Credit is recommended in the amount of \$794.75 for an unexplained usage. Customer did replace a toilet but states that wasn't causing this problem. The quarter in question rose to 120,000 gallons while the average usage is 7,000 gallons. The new toilet is verified and the meter is in proper working order.

Comm. Bayard asked, "What was the cause?"

Director Planko replied, "Unexplained usage which is part of our policy. If it is unexplained we give a one-time credit although we felt that we believe when we went there to look it was associated with the toilet but she did not say that it had anything to do with the toilet. Our policy is even if it is unexplained usage, as long as we come in to inspect and make sure everything is ok we still give the one-time credit."

Comm. Fozman made a motion to approve this action. Seconded by Comm. Curtis.

AYES: Comm. Bayard, Fozman, Curtis, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

**12. CONTRACT CLOSE-OUTS**

- a. Contract Close-Out and Final Payment for A.C. Schultes, Inc. for Contract No. 713002 – Redevelopment of PRM Well No. 9 (Final Line Item Payment and Reduction in Retainage

from 2% to 0%):

Director Specht advised, "Thank you Mr. Chairman. We have three on the agenda this month. The first one is a contract close out and final payment for AC Schultes for contract No. 713002 redevelopment of PRM Well No. 9. It is a final line item payment and reduction in retainage from 2% to 0%. The final payment amount for Schultes will be \$9,149.10. I recommend approval."

Comm. Curtis made a motion to approve this action. Seconded by Comm. Fozman.

AYES: Comm. Bayard, Fozman, Curtis, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

- b. Contract Close-Out and Final Payment for T&T Commonwealth Construction Co., Inc. for Contract No. 713009 – Emergency Contract for the Partial Replacement of the 6” Water Main on Bay Harbor Boulevard East of Blue Cedar Drive (Final Line Item Payment and Reduction in Retainage from 2% to 0%):

Director Specht advised, "The second close out and final payment to T&T Commonwealth Construction Inc., for contract No. 713009 – Emergency contract for the partial replacement of the six inch water main on Bay Harbor Blvd. east of Blue Cedar Drive. It is a final line item payment as well as reduction in retainage from 2% to 0%. I would request from the Board a prepaid check for next month since we did not get his payment in time to finance this month if we could do a prepaid on this. The total of the final payment amount is \$19,366.25."

Comm. Curtis made a motion to approve this action along with the prepaid check. Seconded by Comm. Fozman.

Comm. Cartine asked, "Excuse me do we need another motion on a prepaid check?"

Counselor Montenegro stated, "You can incorporate it into this motion. If you want to discuss it separately you can bifurcate it and have a separate vote on it."

Comm. Cartine asked, "But it should be included in the motion?"

Counselor Montenegro and Chairman Cevalasco both advised that it was.

AYES: Comm. Bayard, Fozman, Curtis, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

- c. Contract Close-Out and Final Payment for Stacey Contracting, Inc. for Contract No. 897087K/NJEIFP No. S340448-06, Contract 3B – Sanitary Sewer Replacement – Phase VI (Final Line Item Payment and Reduction in Retainage from 2% to 0%)

Director Specht advised, "Contract Close out and Final payment for Stacey Contracting Inc. for Contract No. 897087K/NJEIFP NO. S340448-06, Contract 3B. This is for sanitary sewer replacement Phase VI . It is a final line item payment and reduction in retainage from 2% to 0% and I recommend approval."

Comm. Fozman made a motion to approve this action. Seconded by Comm. Curtis.

AYES: Comm. Bayard, Fozman, Curtis, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

### **13. AUTHORIZATION TO EXPEND APPROVED FUNDS**

#### **a. Annual Service Contract Flame AA and Autosampler**

Amount: - \$5,098.00  
Vendor: Perkin Elmer  
Funding Source: Operating Acct. 705-8703

Director Maggio advised, "We are requesting authorization to expend approved funds for the annual service for our flame AA and auto sampler. The amount is \$5,098.00. The vendor is Perkin Elmer and the funding source is operating account No.705-8703. This is a renewal of a regular service contract that we get for this laboratory instrument and much in the way we get it for all our laboratory instruments."

Comm. Fozman asked, "Is that a year?"

Director Maggio replied, "That is yearly yes. I forgot to mention this is State Contract pricing."

Comm. Fozman made a motion to approve this action. Seconded by Comm. Curtis.

AYES: Comm. Bayard, Fozman, Curtis, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

#### **b. Parkway Water Allocation permit**

Vendor: NJDEP  
Amount: \$7,235.00  
Funding Source: Operation Account 700-6022

Director Maggio advised, "The next item is our Parkway Water Allocation Permit. The vendor is the New Jersey Department of Environmental Protection. The amount is \$7,235.00 and this is an annual permit fee for our Parkway Water System."

Comm. Curtis made a motion to approve this action. Seconded by Comm. Fozman.

AYES: Comm. Bayard, Fozman, Curtis, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

#### **14. AUTHORIZATION TO SEND OUT BIDS, RFQ'S & RFP'S**

- a. Authorization to Issue an RFP for the Evaluation, Design, Bidding, Construction Administration/Management and Inspection Services for the Roof Systems at the Administration Building, Operations Building and Maintenance Garage

Director Specht advised, "Yes Mr. Chairman this is the authorization to issue an RFP for the evaluation, design, bidding, construction administration/ management and inspection services for the Roof Systems at the Administration Building, the Operations Building and the Maintenance Garage. These roof systems are a rubber roof system and they are approaching 20 years old. We have seen some wear and tear on them and we need to have them evaluated to see what would be our next process whether we replace them or repair them. I would like to have an engineer evaluate that for us."

Comm. Fozman asked, "Instead of going out for an RFP, just out of curiosity can we ask our in house engineer for a quote on this. Is that normal? Is it possible to do it that way?"

Director Specht advised, "I can do it. I have the RFP already drafted up and I can send it just to Maser to get a price from them. It is up to the Board if they want to send it out to all or just to one. That is up to you."

Comm. Fozman asked, "I'm just saying. Correct me if I'm wrong, Maser would come up with a price and you would review that price and you can tell if that price is too low or too high. If we don't like this engineer's price we can go out to bid then."

Director Specht replied, "You can certainly send it to the other engineers then that is not a problem."

Comm. Fozman stated, "I'm just bringing it up. I don't know what anyone else wants to do."

Comm. Curtis stated, "I just have a question on do we, I don't know how Maser is with roofs and trusses and rubber roofs. I would think you would want a roofing specialist to come in and look at your roof. This is just a question."

Chris Theodos stated, "We do have expertise in roofing."

Comm. Curtis replied, "That's fine with me I'm just saying you're talking engineering and consulting. I'm thinking roofer in my head to look at the roof that's all."

Comm. Fozman continued, "And if the engineer brings it back and you say ok this price is a little high we are going to go out for RFP's? Is that acceptable? Do we have to go through another meeting for this? I don't want to delay it. That is the problem."

Director Specht replied, "I would probably come back to another meeting and let you know what is going on with that."

Chairman Cevasco stated, "Well we've got another one in a couple of weeks anyway on the 23rd."

Director Specht advised, "I have the RFP already drafted up and I can certainly send that to Chris tomorrow."

Chairman Cevalco asked Chris Theodos, "Can you have something back before the 23<sup>rd</sup>?"

Mr. Theodos replied, "Yes."

Comm. Bayard added, "Certainly for your curiosity to take a look at that. That is something to look at."

Comm. Bayard made a motion. Seconded by Comm. Fozman.

Comm. Curtis asked, "So we are not going for an RFP?"

Counselor Montenegro clarified, "The motion is to forward it to our consulting engineer, Maser to look at his suggested quote and no further action after that."

Comm. Fozman stated, "And if anything occurs for the next meeting."

Comm. Curtis stated, "I just want to get it straight what we are voting on that's all. There is no RFP."

Comm. Fozman stated, "At our next meeting we can just decide we are rejecting it and going out for an RFP. It is only a short time in between."

AYES: Comm. Bayard, Fozman, Curtis, Cartine, Cevalco  
NAYS: None  
ABSTAIN: None

b. Design and Construction Oversight of Stormwater BMPs at Lake Carasaljo

Director Maggio advised, "We are requesting authorization to send out RFP's for the design and construction oversight of storm water BMP's at Lake Carasaljo. This is one of our watershed grant projects and the cost for the design and construction will be funded through the grant."

Comm. Curtis made a motion to approve this action. Seconded by Comm. Bayard.

AYES: Comm. Bayard, Fozman, Curtis, Cartine, Cevalco  
NAYS: None  
ABSTAIN: None

c. Authorization to go out to bid for the Purchase of 2015 Ford Transit 350 High Roof Extended Cargo Van in Lieu of a 2015 Ford E-250 Extended Cargo Van for Vehicle 559 for Leak Detection Unit



Director Specht advised, "I am looking for authorization to purchase a 2015 Ford Transit 350 High Roof Extended Cargo Van in lieu of the 2015 Ford E-250 Extended cargo van for Vehicle 559 for our leak detection unit. Back at the October 27<sup>th</sup> Board meeting in 2014 the Board approved the extended cargo van the E-250, but based on feedback from my Distribution Division a high roof transit van would be more suitable for this crew so I recommend we do that. We can purchase this vehicle on State Contract. I believe the purchase price is \$28,000. The only thing I would need approval from the Board, and again I haven't moved ahead with the purchase yet. I need the approval of the Board to purchase this type vehicle because I would have to increase my budget from \$22,000 to \$31,000 to cover the cost of the transit high roof van. We did discuss it at the Finance Committee meeting."

Chairman Cevalco stated, "This is one of those vehicles that you see that are kind of top heavy they don't look like something with an extension on top of a regular van. This is a one of those narrow looking tall things."

Director Specht replied, "That is correct. It gives them more head room and everything like that. I would recommend we go ahead with the purchase."

Comm. Fozman added, "Probably save on back injuries."

Comm. Bayard made a motion to approve this action along with the increase in budget.  
Seconded by Comm. Curtis

AYES: Comm. Bayard, Fozman, Curtis, Cartine, Cevalco  
NAYS: None  
ABSTAIN: None

d. Road Patch Material Bid for FY 15/16

Director Planko advised, "We are seeking authorization for three annual bids. The first one that we had is letter d for road patch materials. That is basically your materials that are used during any type of road restoration or repairs to the infrastructure. Our last bid was last year. We had seven items which included stone and cold patch, things like that. We awarded it to four different vendors and we will be seeking to send it out again shortly."

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

AYES: Comm. Bayard, Fozman, Curtis, Cartine, Cevalco  
NAYS: None  
ABSTAIN: None

e. Pipe and Appurtenances Bid for FY 15/16

Director Planko advised, "Pipe and Appurtenances. This is an annual bid. It is usually for about 100 parts for water and sewer hydrant parts. Again we will be preparing to send this one out shortly as well. This is inventory items used primarily by Field Operations."

Comm. Curtis made a motion to approve this action. Seconded by Comm. Bayard.

AYES: Comm. Bayard, Fozman, Curtis, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

f. Electrical Contractor Bid for FY 15/16

Director Planko advised, "Finally we have the Electrical Contractor bid. This is for electrical work that may be required at any of the Authority's sites. What we usually do is we award this bid to the three lowest bidders and then we provide a pool and if anyone needs work they go into that pool of the three lowest bidders to select who they would like to have the job. Again we will be going out for that bid shortly as well."

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

AYES: Comm. Bayard, Fozman, Curtis, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

**15. EXEMPT SESSION – No Exempt Session was Held**  
*(Personnel, Contracts & Potential Litigation Only)*

*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.*

**16. OLD BUSINESS**

Chairman Cevalasco stated, "I guess this is where Committee assignments would come in. You've all received a copy of the new committees for 2015. The new thing is Employee Development which will be handled by Comm. Olsen and Comm. Flynn. Professionals will be Director Lacey, Director Vaccaro, Marie Sylvester and Teri Price. We have a need for licensing. We have one person in several licensing categories so what this would do is hopefully give the incentive to employees to engage themselves in the process of self-betterment. Comm. Olsen will handle that and she will have the full access to all the professionals to accomplish this in 2015. I would like a motion to accept the Committee for 2015."

Comm. Fozman made a motion to accept the Committee listing. Seconded by Comm. Bayard.

AYES: Comm. Bayard, Fozman, Curtis, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

**17. NEW BUSINESS**

**18. RESOLUTIONS**

01-15 Approval of 2015/2016 Authority Budget Resolution - Water

Director Planko advised, "Both Resolutions 01-15 and 02-15 are for the approval of the 15/16 budget. No. 01-15 is for the water and 02-15 is for the sewer. I forwarded a budget memo to the entire board back on January 12<sup>th</sup> that included a detail of the budget. I also discussed it with the Finance Committee. In brief we have a balanced \$35 million budget. There is no rate increase and we will not be having a rate hearing. We have a capital budget of \$16.2 million. What I usually do is give a presentation to the Board at the January meeting, but with the snow I recommended to the Finance Committee that I give that presentation at the March meeting prior to the adoption. So I'm recommending that we pass these resolutions this morning so I can get them out to DLGS. I'll give an overview to the Board at the March meeting."

Comm. Cartine made a motion to adopt Resolution 01-15. Seconded by Comm. Cartine.

AYES: Comm. Bayard, Fozman, Curtis, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

02-15 Approval of 2015/2016 Authority Budget Resolution – Sewer

Comm. Cartine made a motion to adopt Resolution No. 02-15. Seconded by Comm. Curtis.

AYES: Comm. Bayard, Fozman, Curtis, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

03-15 Final Quantities Change Order/Change Order No. 1 for a Decrease in the Contract Amount of \$391,230.85 to National Water Main Cleaning Co. – Emergency Contract Evaluating and Assessing Condition of Sanitary Sewer Lines/NJ Route 35 South Bound; Superstorm Sandy/FEMA 1280/PW71

Director Specht advised, "03-15 is the Final Quantities Change Order/Change Order No. 1 for a Decrease in the Contract Amount of \$391,230.85 to National Water Main Cleaning Co. – Emergency Contract Evaluating and Assessing Condition of Sanitary Sewer Lines/NJ Route 35 South Bound; Super Storm Sandy/FEMA 1280/PW71. When we performed this work we had line items for point repairs if the sewer mains were determined to be damaged. However through our videotaping and cleaning it was determined that these line items were not required. So I would recommend approval of these final quantities."

Comm. Curtis made a motion to approve Resolution No. 03-15. Seconded by Comm. Cartine.

AYES: Comm. Bayard, Fozman, Curtis, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

04-15 Final Quantities Change Order/Change Order No. 1 for a Decrease in the Contract Amount of \$229,529.70 to National Water Main Cleaning Co. – Emergency Contract Evaluating and Assessing Condition of Sanitary Sewer Lines/NJ Route 35 North Bound; Superstorm Sandy/FEMA 1280/PW71

Director Specht advised, "Resolution No. 04-15 is the Final Quantities Change Order/Change Order No. 1 for a Decrease in the Contract Amount of \$229,529.70 to National Water Main Cleaning Co. – Emergency Contract Evaluating and Assessing Condition of Sanitary Sewer Lines/NJ Route 35 North Bound; Super storm Sandy/FEMA 1280/PW71 and I would recommend approval on this one also."

Comm. Fozman made a motion to adopt Resolution No 04-15. Seconded by Comm. Curtis.

AYES: Comm. Bayard, Fozman, Curtis, Cartine, Cevasco  
NAYS: None  
ABSTAIN: None

05-15 A Resolution for the Award of a Fair and Open Agreement with Maser Consulting PA in the amount of \$36,145.00 for Professional Engineering Consulting Services for the Design, Bidding, Award, Construction Administration/Management, Permitting and Inspection of the Sanitary Sewer Replacement on Dickinson Road Capital Project No. 814004

Director Specht advised, "Resolution No. 05-15 is for the award of a Fair and Open Agreement with Maser Consulting, PA in the amount of \$36,145.00 for Professional Engineering Consulting Services for the Design, Bidding, Award, Construction Administration/Management, Permitting and Inspection of the Sanitary Sewer Replacement on Dickinson Road under Capital Project No. 814004 and I would recommend approval."

Comm. Fozman made a motion to adopt Resolution No. 05-15. Seconded by Comm. Bayard.

AYES: Comm. Bayard, Fozman, Curtis, Cartine, Cevasco  
NAYS: None  
ABSTAIN: None

06-15 A Resolution for the Award of a Fair and Open Agreement with CME Associates in the amount of \$32,500.00 for Professional Engineering Consulting Services for the Design, Bidding, Award, Construction Administration/Management, Permitting and Inspection for the Water Main Replacement on Knoll Crest Avenue Capital Project No. 713001

Director Specht advised, "06-16 is a resolution for a Fair and Open Agreement with CME Associates in the amount of \$32,500.00 for Professional Engineering Consulting Services for the Design, Bidding, Award, Construction Administration/Management, Permitting and Inspection for the Water Main Replacement on Knoll Crest Avenue under Capital Project No. 713001 and I recommend approval."

Comm. Curtis made a motion to adopt Resolution No. 06-15. Seconded by Comm. Cartine.

AYES: Comm. Bayard, Fozman, Curtis, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

08-15 Adoption of IT Policies and Cybersecurity Awareness Policies

Director Maggio advised, "Resolution 08-15 is the adoption of IT Policies and Cyber Security Awareness policies. These policies have been distributed to the commissioners and also reviewed by our general counsel and our labor counsel and were found to be acceptable."

Comm. Cartine made a motion to adopt Resolution No. 08-15. Seconded by Comm. Fozman.

AYES: Comm. Bayard, Fozman, Curtis, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

09-15 A Resolution adopting a policy by the Authority to provide sub-metering to NJAWC customers in accordance with authorization by NJAWC email dated December 12, 2014

Director Lacey advised, "This is a resolution adopting a policy for the Authority to provide sub-metering to New Jersey American customers for water on the barrier island here in Brick. This allows them to get a proper credit for water that does not go into the sewer system. We are essentially memorializing through this resolution an email that we have received from NJ American saying that it is not against any of their policies."

Comm. Curtis asked, "Is this a yearly thing?"

Director Lacey replied, "Not in the advent that some people now want to as they rebuild their homes and we have some larger areas like Camp Osborn people that built the homes want to have a sub meter while they are building new construction they can do it . It also allows us to retrofit some of the homes if they want to go to an irrigation meter. What we do is essentially it is a sub meter put in behind the existing meter. They still pay New Jersey American for the water. We have nothing to do with that but it just lets us know what they have not put in the sewer system. It is essentially a sewer meter if you will."

Comm. Cartine stated, "I just have a comment on that. I know it has been somewhat of a controversy on the island and we are now rectifying that and it should please those residents out there. I think we should let them know that we are doing this by some sort of either when we mail out their bills, to let them know that this is a service we are now providing. I think that would be appropriate and after all they have been asking for this for quite some time and we are finally giving it to them. Let's do it."

Comm. Fozman stated, "I agree with Comm. Cartine. That is a good idea."

Comm. Cartine made a motion to adopt Resolution No. 09-15. Seconded by Comm. Curtis.

AYES: Comm. Bayard, Fozman, Curtis, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

## **19. ADOPTION OF PERSONNEL ACTIONS**

Director Lacey advised, "Personnel has not changed since my memo to the Board on the 26<sup>th</sup>. We have a resignation, a replacement laborer, some upgrades to people, promotions, laborers to senior laborers because they met their 80 day requirement. As submitted."

Comm. Cartine made a motion to adopt the Personnel Actions. Seconded by Comm. Fozman.

AYES: Comm. Bayard, Fozman, Curtis, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

## **20. PUBLIC DISCUSSION**

*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.*

No Public was present at the meeting to comment.

## **21. COMMENTS FROM COMMISSIONERS, PROFESSIONALS & STAFF**

Comm. Vaccaro stated, "I just wanted to mention on January 14<sup>th</sup> and 15<sup>th</sup> we had our annual TCPA Compliance Inspection. We are subject to the New Jersey TCPA Rules due to our storage of Chlorine above regulatory thresholds. The Chairman was at one of our inspections. It is a comprehensive inspection. The inspector takes two days giving a detailed look at all of our procedures and plans and equipment and operations all related to chlorine. I am pleased to say that in previous years no compliance issues were identified. In fact the inspector commented on how impressed he was with our program. With that I wanted to thank Director Maggio and his staff in particular John Rouse. John plays an integral role in insuring compliance with the program and is one of the reasons why the inspector had such a positive opinion on the program. Other than that in relation to the reorganization meeting, welcome Commissioner Flynn and congratulations to all board. Looking forward to working with everyone this year."

Director Maggio stated, "We are completing the work that is related to the chemical treatment changes that were identified to solve our lead problems. We should be adding Alum and Carbon Dioxide by mid-week this week. The weather put a little bit of a change in our schedule and pushed it off from last week to this week. But that work we jumped right on it and we are going to be moving forward addressing the issue we had last summer."

Comm. Cartine asked, "Once we get the new chemicals in place how long would it take basically to check to see if it effected any changes in those homes that were identified as having an inordinate amount of lead in their water?"

Director Maggio replied, "We are actually going to take a three prong attack at this issue. One of them is continuing with the corrosion inhibitor that we started adding over the last year, year and a half. In addition we are switching to our chemical Alum to increase the amount of sulfate in our water. Our experts Maser and other consultants that we hired to look into this felt that we should see improvements in a matter of weeks and also another approach that we are taking is we are increasing our alkalinity. All of these are recommended by Maser and their sub-consultant. We are going to be building and constructing sample stations which will replicate sinks with lead solder and lead components and installing them throughout our distribution system. We will also be reaching out to those customers with the high leads and asking them to collect what we call the first draw samples where they do allow the water to sit overnight. I would think that we should start seeing some data within six to eight weeks and that should coincide with the beneficial impact of the work that we are doing."

Comm. Cartine stated, "I would hope that you would give us updates every time you get an update."

Director Maggio replied, "Yes and also I would just like to welcome Commissioners Flynn and congratulate all the officers on the Board and looking forward to working with you over the next year."

Director Specht advised, "Just one update, we will be going before the Township of Brick Planning Board on February 11<sup>th</sup> for the Fleet and Equipment Maintenance Building for capital review approval. I have been working with Nick and Ben Montenegro on this and all the proper notifications have been sent out. I have had a few calls from the residents along Laurelbrook. We explained to them what we are doing and they had only positive feedback about the Authority so I don't think there is going to be any problem getting approval from the planning board on this project. We don't require any variances so it should go pretty smoothly. Again I would also like to congratulate the Board and look forward to working with you again this year. I appreciate it."

Chris Theodos stated, "I just wanted to mention that we continue to work with your directors in implementation of the asset management program. We are also anticipating the certification of the GIS tax maps this year. We are waiting for revisions from the directors and their staff based on recommendations we had before we make formal submission. We did however complete the AutoCAD maps and made those necessary revisions to the existing tax maps of the municipalities. I wanted to thank you for the reappointment and I look forward to working with the commissioners and your outstanding staff in the coming year."

Director Planko advised, "Yes as with the others I just want to congratulate the Board on their assigned positions and their committees. I look forward to working with you another year. Commissioner Flynn welcome. I haven't had a chance to meet you but I will be chatting with you shortly."

Mr. Fallon stated, "I would also like to thank the Board for appointing our firm as Auditor for the coming year and I look forward to a very productive year. Thank you"

Counselor Montenegro stated, "I would like to echo the comments of the other professionals. I thank you for the reappointment of our firm for the year 2015. I enjoyed working with the Commissioners and the professional staff last year and look forward to a very successful 2015."

Ms. Sylvester stated, "Welcome to Commissioner Flynn and congrats on a reorg, looking forward to working with Comm. Olsen on the new committee."

Director Lacey stated, "I congratulate everyone on the Board. I welcome Commissioner Flynn on board and certainly I know you are new but it is a great board. I work with these gentleman and lady and they are very smart, talented and certainly anything you need if you just reach out I will get you whatever you need. Mr. Chairman I just want to report that our RFP is out for our generators and it has been out for a couple of weeks. We did have a group of engineers come in last week to actually get a physical tour. Those are due I believe on February 5<sup>th</sup>. So they will be back. They wanted a hands on tour and quite a few people did that. As you know this will probably be the largest single project we have had here at the Authority since the Reservoir in scope, cost and size so we are eagerly awaiting that because we all know that those units need to be replaced and it is going to take some time to do it and hopefully we will have an answer from the Board in February."

Comm. Flynn stated, "I am glad to be here. It is very interesting. I am going to enjoy it and thank everyone for their support."

Comm. Olsen stated, "Slightly disappointed not another woman at the table no offense of course but hopefully in the coming year we will see that. I am looking forward to the new committee and appreciate your appointment and looking forward to a good 2015 with everyone."

Comm. Curtis stated "Just welcome Commissioner Flynn and let's hope we can have a nice smooth year."

Comm. Bayard stated, "Welcome to the Board."

Comm. Cartine stated, "I want to welcome Commissioner Flynn and also my neighbor Mr. Flynn. Welcome aboard and I am looking forward to a successful year."

Comm. Fozman stated, "I would just like to welcome Comm. Flynn and congratulations to all the commissioners on their appointments, directors and everybody here. I would just like to mention this employee development. I think that it is an excellent idea and I am glad Stacey is the chair of that. I think that is going to go a long way for the MUA in helping out in the future. I would just like to point out that Meridian Health Care letters were sent out to all the MUA employees. The town received it and I ask why that can't be extended to the MUA. She wrote back and they said they would extend it to the MUA which I am happy for. It gives everyone a chance to use the swimming pool and everything else for your health. That is about it thank you."

Chairman Cevasco stated, "One of the things that I noticed that our engineer Mr. Theodos mentioned is the tax maps. That has been a project that I worked with Rich Garnett here probably going on 15 years now and the tax maps as a whole have not been certified by the state since 1950. The reason we are not doing the CAD maps is that is the old format. The new format would be the GIS. There is a fewer number of maps and pretty much Rich Garnett was setting the standards for line weights and text and all the rest of that because no one else in the state of New Jersey had requested or



moved from the old CAD maps up to the new GIS stuff. I am looking for the total GIS package being certified by the State this coming year and I thank you for all your effects."

Comm. Cartine stated, "I have a complete copy of the 1950 tax maps in my home, bound, it's an antique. It is very interesting historically to see what they represented in an area where we have maybe 36,000 residences now and we had no more than 3,000 at that time. It is very interesting. The historical society which I am going to donate it to and some other documents that we have. It is a piece of our history."

Comm. Fozman made a motion to adjourn. Seconded by Comm. Curtis.

AYES: Comm. Bayard, Fozman, Curtis, Cartine, Cevalasco

NAYS: None

ABSTAIN: None

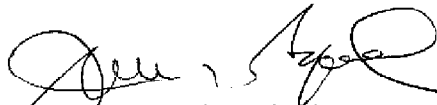
## **22. CLOSING STATEMENT**

*The next Regular Public Meeting will take place on Monday, February 23, 2015 at 7:00 p.m. All meetings take place in the Main Conference Room of the Authority's Administration Building located at 1551 Highway 88 West.*

## **23. ADJOURNMENT**

The meeting adjourned at 10:25 a.m.

Respectfully submitted,



James C. Bayard, Authority Secretary

JCB/mas