

Minutes of a Meeting of
The Brick Township Municipal Utilities Authority held on

June 27, 2016

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 5, 2016 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

Members Present

James Fozman
Joseph D. Grisanti
Gregory Flynn
Thomas C. Curtis
Maria Foster
George Cevasco

Members Absent

Susan Lydecker

Also Present

Stephen T. Specht, PE
Joseph Maggio, PE
Frank Planko, CFO
Gary Vaccaro
Ben Montenegro, Esq.
Chuck Fallon
Chris Theodos
Marie Sylvester

Presentation of Awards to "The 2016 Metedeconk River Watershed Mascot, Slogan and Public Service Announcement (PSA) Competitions."

Chairman Cevasco stated, "At this time I would like to do the presentation of Awards for 2016 and so I will turn it over to Mr. Maggio."

Director Maggio stated, "We are about one minute away from one of the award winners getting here, but we can probably start with background. We are presenting our 2nd Annual Metedeconk River Watershed Mascot Slogan and Public Service Announcement Competition. As you know it was very successful last year. We had a number of entries and we got some real good winning entries that were posted and advertised at events like the Barnegat Bay Festival. They were on our Metedeconk Watershed Website and we decided to make this an annual event. This is the second time that we repeated the event. I would just like to recognize and turn it over to Rob Karl and Shari Kondrup who actually coordinated this contest to give us a little bit of background about how it went."

Rob Karl stated, "Essentially the whole thing started in the Watershed Committee and we had the first contest with Joe Maggio last year. We kind of duplicated it this year with a little bit of a different twist. There are three categories in our contest. The first is a mascot contest with the elementary school, the second is a slogan contest with the middle schools and for the high schools we asked for a public service announcement. The intent of the entire project is really to draw on the Students' creativity to help us get our water supply and watershed message across. Liam Rivera he is our high school public service announcement winner. We actually have it queued up on the board to share with everyone. It's about a minute long."

Director Maggio stated, "This contest is part of our education and outreach program for the watershed which is very important to the protection of our watershed."

At this time the public service announcement produced by Liam Rivera was shown. Following this excellent entry a round of applause followed.

Mr. Karl continued, "In our watershed work the education outreach toward the public is really a big key part of it and Shari has really taken that whole aspect of it and run with it. She has done the groundwork for this entire project so I'm going to let Shari present the award to Liam. I understand the middle school student wasn't able to make it but the elementary school student is on her way so hopefully she will be here soon. I should add that each student wins a \$50 Visa gift card and plaque that commemorates this achievement. We also had a second plaques made for each school so they can display them and commemorate it forever."

Shari Kondrup stated, "You must be Mrs. Rivera and you must be extremely proud of him. Here you go Liam and thank you so very much for making that great video." (A round of applause followed by picture taking.)

Shari Kondrup continued the awards presentation by calling up Autumn Strevell and stating, "This is our artist for Ollie the Otter and he is our mascot this year for 2016/2017 School year. They were rolled out at the Barnegat Bay Festival this year in January. We are very proud of Autumn. She did a great job. Here is your plaque that you can have and hang up in your room and your \$50 gift card."

Autumn replied, "Thank you."

(A round of applause.)

Shari also added, "We actually also have Miss Sagrue who is Autumn's teacher and her co teacher Mrs. Bayles and Mrs. Giles the principal of the Herbertsville School. So if you all would like to come up here that would be great."

The Commissioners congratulated Autumn and posed for a picture with her.

Rob Karl stated, "Kelly Garcia could not be here tonight. She was the slogan winner from the middle school category - her teacher and the head of the ... Gary Paxton will accept the plaque on behalf of the school." (A round of applause.)

At this time in the meeting, Chairman Cevalco advised that the group will be going into exempt session for a report on IT.

Counselor Montenegro advised, "Chairman if we can adopt the following resolution – Whereas The Brick Township Municipal Utilities Authority has been formed pursuant to applicable New Jersey statutes, and Whereas Section 7 of the Open Public Meetings Act NJS 10:4-12 permits the exclusion of the public in an executive session in a meeting of the BTMUA in certain circumstances, and Whereas the public body is of the opinion that such circumstances exist. Now therefore be it resolved by The Brick Township Municipal Utilities Authority of the Township of Brick in the County of Ocean, State of New Jersey as follows: The public shall be excluded from discussion on the actions upon the hereinafter specified subject matter and that being possible contracts. The general nature of the subject to be discussed is listed under executive discussion and again that is the contracts exception. It is anticipated at this time that the subject matter will be made public if and when confidentiality is no longer needed and action may be taken. This resolution shall become effective immediately."

Comm. Curtis made a motion to go into exempt session. Seconded by Comm. Fozman

AYES: Comm. Grisanti, Flynn, Curtis, Fozman, Cevalasco
NAYS: None
ABSTAIN: None

At this time in the meeting, 7:15 p.m. the group entered exempt session. All directors were asked to remain, all others with the exception of Counselor Montenegro and Mike Esolda were excused.

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

4. Adoption of Directors' Reports

Comm. Curtis made a motion to adopt the Directors' Reports. Seconded by Comm. Grisanti

AYES: Comm. Grisanti, Curtis, Fozman, Cevalasco
NAYS: None
ABSTAIN: None

5. APPROVAL OF MINUTES

May 11, 2016 Special Meeting Regular & Exempt
May 16, 2016 Special Meeting Regular & Exempt
May 23, 2016 Regular & Exempt

Comm. Grisanti made a motion to adopt the meeting minutes. Seconded by Comm. Curtis.

AYES: Comm. Grisanti, Flynn, Curtis, Fozman, Cevalasco
NAYS: None
ABSTAIN: None

6. CORRESPONDENCE

5/31/16 Letter from an "Extremely Happy Citizen" regarding MUA employee

Response to an accident scene

Chairman Cevasco asked, "We received a letter from an Extremely Happy Citizen. I wish there was a way to know who it was."

Comm. Flynn asked, "Is there a truck 509?"

Director Specht advised, "We believe we know who it is. Charles Schwab who is also working on our TV truck. He is also an EMT down in Bayville I believe. We never got any feedback from the guys. He just did it. I believe he was there and I believe Ron Laird talked to him about it. I told him next time you do something like that please let us know a head of time so we can congratulate you ahead of time instead of waiting for something like this to come out."

6/6/16 Letter from Boating Education & Rescue complimenting Shari Kondrup
On her outstanding presentation to the Youth Fishing Club

Chairman Cevasco stated, "I think all the commissioners got a copy of that letter."

7. BILL RESOLUTION

Comm. Flynn read the Bill Resolution dated June 27, 2016 in the total amount of \$1,977,339.53 as follows:

Total Operating Vouchers:	\$	406,939.33
Total Payroll:		917,862.21
Total Capital Vouchers:		639,288.28
Escrow:		13,249.71
Total Bill Resolution	\$	1,977,339.53

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

AYES: Comm. Grisanti, Flynn, Curtis, Fozman, Cevasco

NAYS: None

ABSTAIN: None

8. TREASURER'S REPORT

Comm. Grisanti read the Treasurer's Report balances for the month ending May 31, 2016 as follows:

Unrestricted Funds:

Total Revenue Funds:	\$	15,084,024.60
Total General Funds:		3,652,924.09
Total Unrestricted Funds:		18,736,948.69

Restricted Funds:

Rate Projection Maintenance Fund:	2,364,188.62
Working Capital Fund:	462,854.21
NJEIT Processing Fund:	209,477.06
Series 2015A/2016A Project Bonds:	3,998,302.78
Total Bond Funds:	12,003,922.07
Total Other Restricted Funds:	1,473,051.60
Total Restricted Funds	20,511,766.34
Total of All Fund Accounts:	39,248,715.03

Comm. Curtis made a motion to approve the Treasurer's Report. Seconded by Comm. Fozman

AYES: Comm. Grisanti, Flynn, Curtis, Fozman, Cevalasco
 NAYS: None
 ABSTAIN: None

9. DEVELOPER APPLICATIONS

9.1 Preliminary Applications - No Further Action Required

2179 Mr. & Mrs. James & Veronica Doran, Minor Subdivision – 117 & 121 Shore Drive, Preliminary, NFA, 2 Residential Units

Director Specht advised, "The first application is 2179 for Mr. & Mrs. James & Veronica Doran. It's a minor subdivision at 117 and 121 Shore Drive. It is a preliminary with no further action required for two residential units. This is strictly a lot line change. The line was shifted about 30 feet and there is no impact to the existing utilities that are provided to the existing homes. So I recommend approval on that one."

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

AYES: Comm. Grisanti, Flynn, Curtis, Fozman, Cevalasco
 NAYS: None
 ABSTAIN: None

9.2 Other Applications

2181 Arya Properties, LLC, Attn: Mr. Frank Sadeghi, PE, Major Subdivision Braden Estates/Block 1091, Lot 1, Route 70 & Old Squan Road, Preliminary, 6 residential units

Director Specht advised, "The second application on the agenda is a 2181, Arya Properties, LLC, attention Mr. Frank Sadeghi, PE. It is a major subdivision known as Braden Estates, Block 1091, Lot 1. It faces both Route 70 and Old Squan Road. It is a preliminary application that has to come back to the Authority for final approval and it is for six (6) residential building lots. Utilities exist out on Old Squan Road, both water and sewer so only taps will be required from a sewer and water standpoint. I would recommend approval of this preliminary application. Again they will have to come back to the Board."

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

AYES: Comm. Grisanti, Curtis, Fozman, Cevalasco
NAYS: None
ABSTAIN: Comm. Flynn

1999A Ron Caruso, Major Subdivision – Shore Acres Four, Shore Acres Plaza, Drum Point Road & Mandalay Road, Reactivate Preliminary & Final, 4 Residential

Director Specht advised, “The final application Mr. Chairman is from Mr. Ron Caruso, a major subdivision at Shore Acres Plaza at Drum Point and Mandalay Roads. This is a reactivated preliminary and final for 4 residential lots. The State’s permanent extension act expires June 30th of this year and this fell under that category. We originally closed out this project which dates back to 2007, however the applicant needs to get a time extension with the State of New Jersey without having to submit an additional permit application. They requested that we reactivate this project which I recommend we do. It is now known as 1999A originally it was 1999. It included a water main extension between Mandalay and Drum Point Roads and the sewer is existing and will only require taps so I would recommend approval of this application.”

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

AYES: Comm. Grisanti, Flynn, Curtis, Fozman, Cevalasco
NAYS: None
ABSTAIN: None

9.3 Release of Performance Bonds – NONE

10. UNANTICIPATED/EMERGENCY CAPITAL EXPENDITURES - NONE

11. CUSTOMER ACCOUNTS RECONCILIATIONS

Sewer Credit

- A. Acct. #3985409-0, 558 Mantoloking Road, 554 Mantoloking LLC. A sewer credit is recommended in the amount of \$1,682.00 due to a broken line outside. The quarter in question rose to 221,000 gallons while the average usage is 21,000 gallons. Broken line to pool has been capped off and meter is in working order.

Director Planko presented the sewer credit as shown on the agenda and stated that with all our sewer credits there is no financial impact since there has been no entry into the collection system.

Comm. Curtis asked, “Is this a hotel or something?”

Director Planko advised, “I believe it is a residence under an LLC Commissioner.”

Comm. Flynn asked, “It’s not a business?”

Director Planko replied, "I believe it is a residence."

Chairman Cevalco asked Director Planko to check into it and get back to the Board.

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

AYES: Comm. Grisanti, Flynn, Curtis, Fozman, Cevalco
NAYS: None
ABSTAIN: None

Director Planko advised, "Just looking at the back up paperwork. This is classified as an ROI, residential single family."

12. CONTRACT CLOSE-OUTS - NONE

13. AUTHORIZATION TO EXPEND APPROVED FUNDS

a. Renewal of one year Fortis Software Maintenance and Support Contract

Amount: \$6,132.00

Vendor: MTS Software Solutions, Inc.

Funding Source: Operating Account 962-8703

Director Vaccaro stated, "This is a renewal of our Fortis software maintenance and renewal contract. It is for \$6,132.00. The vendor is MTS Software Solutions and the operating account is 962-8703. This renewal is for a document control imaging system and it includes Fortis software and licensing support. As I mentioned in the Construction Committee the company that owns Fortis merged with Docuware and Fortis will no longer be available after 2017. We are looking at new software systems as we discussed, however we need to maintain this contract because we have to get the images out of Fortis and we may need support so we may don't want to let that slide so I'm seeking approval for this."

Comm. Flynn asked, "And this will give you time to make that decision?"

Director Vaccaro replied, "Yes it is a year license. If we go with Docuware one of the things we can do is transfer the license over to Docuware but that is if we go in that direction but regardless we still need to maintain that for the contract."

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

AYES: Comm. Grisanti, Flynn, Curtis, Fozman, Cevalco
NAYS: None
ABSTAIN: None

b. Three Rotary Electronic Control Drives for 10" Pratt butterfly Valve

Amount: \$18,006

Vendor: Harold Beck and Sons

Funding Source: Capital Account 799008B

Director Maggio stated, "We are requesting authorization to expend approved funds for three rotary electronic control drives for a 10" butterfly valve. The amount is \$18,006.00. The vendor is Harold Beck and Sons. The funding source is capital account 799008B. These drives are essential to the automated operation of our sand filters and this is a planned preventative replacement of these units. They are getting up in years and they are starting to show some problems with operation. It is a budgeted item."

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

AYES: Comm. Grisanti, Flynn, Curtis, Fozman, Cevalasco
NAYS: None
ABSTAIN: None

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

a. Preparation of Brick MUA Water Supply Master Plan

Director Maggio stated, "We are requesting authorization to send out an RFP for the preparation of a Brick MUA Water Supply Master Plan. The last master supply plan document was prepared in 2004 so it has been 12 years and it is probably a good idea to update these about every ten years. The benefit of doing this at this time is there have been a number of situations both at the plant and in our potential customer base that have changed including growth in Lakewood. We have encountered some potential threats to our water supplies at different times due to climate change so this is really an opportune time to revisit this document. It will give us a clear picture of our available sources and how we may be able to address future demands. This is a plan that looks forward at population plans and water demand projections as well as looking at the current state of your water supply. So this is a very good time to do this."

Comm. Flynn asked, "In that is staffing a consideration?"

Director Maggio replied, "Not really. This is focused on what water we have available, our treatment capacity and what our water needs will be. It is not that broad of a plan that goes into staffing."

Comm. Flynn stated, "I would think anything that would determine we need more water that would be an issue along with what if we are going to supply more water, for example bulk water kind of thing. More water would mean more people?"

Director Maggio replied, "Not necessarily. The purpose of this is to tell us we can supply more water to a new bulk customers or we have enough water supply to handle growth within Brick with our existing customers. That is more what this is geared towards. Once you get those answers then internally our management with the Board would look at what modifications need to be made here to meet those demands. This is really focused on our water supply not our water operations."

Comm. Flynn asked, "And you had proposed to put it out to several of our existing consultants?"

Director Maggio advised, “We are not planning on doing a conventional water supply master plan. You look at the capacity of your water treatment plant. You look at the hydraulic capacity of your distribution system and you look at your water supplies and your water allocation and you balance that with projected population growth. This is going to be a much more complex plan because we are adding the issues of the threat to our water supply that are pretty unique to Brick and our proximity to brackish water. We recommend that we limit the distribution of this RFP to some of our largest retained consultants who do have a lot of experience with water treatment and water supply planning. In talking to Steve and at some of the committee meetings where we have discussed that we feel that Maser, CME and PS&S would have the capabilities to prepare this. I think the contract should be awarded based on the best approach to answering these questions with the individual vendors. This isn’t a set – everyone is going to do this the same way. They are all going to come at this issue in different ways and we would review that and look at the best approach.”

Comm. Flynn asked, “The first question I have is that legal?”

Comm. Curtis asked, “Can you restrict the bidders?”

Counselor Montenegro stated, “Yeah because you have already approved a pool of engineers. You can pick just one and just say that is who you are giving it to.”

Comm. Flynn asked, “Who is making the determination of who is qualified to do it and who is not?”

Director Maggio replied, “Basically just our knowledge of the work that these consultants have done. Maser has...”

Director Specht stated, “I recommend either the regular consultant or the alternate consultant – we can take one last look at their proposal because they list all the stuff that they can do.”

Comm. Flynn stated, “I say send it out to all of them and when it comes in you’ll know who has the ability to do it.”

Director Specht replied, “My experience has been in the past if you send it out to all of them some of them say I don’t have the capabilities of doing it so I am not going to submit a proposal.”

Comm. Flynn stated, “And you can also tell which ones are outsourcing most of the time anyway.”

Director Maggio stated, “We could very well do that. It wouldn’t be a problem.”

Director Specht advised, “We’ll take another look at all of our alternate and consulting engineers and we’ll make a final recommendation to the Board.”

Comm. Fozman stated, “That’s fine. I just want to ask one question – did anybody check on the other water sale contracts with the other towns? Remember what we discussed in the watershed committee meeting that if we go to odd even days other towns would have to follow suit. Did anyone check that?”

Director Specht replied, "I read each contract and I can pull the specific language from each one but it says if we make changes in our system and our demands where we have to put restrictions on it would carry also through to them. Now I would have to give it to our legal counsel to verify that but I would like to give it to Nick to take a look at."

Comm. Fozman stated, "Yes I would like you to give it to him to review it to make sure that everybody will have to follow suit in the different towns that we sell water to."

Director Specht replied, "Yes we have obviously Point Pleasant Beach, exclusively, Point Pleasant Borough partially and Lakewood. I can get those contracts out."

Comm. Fozman stated, "Thank you for looking it up Steve."

15. EXEMPT SESSION

(Personnel, Contracts & Potential Litigation Only)

16. ADOPTION OF PERSONNEL ACTIONS

17. OLD BUSINESS

18. NEW BUSINESS

18.1 Authorization to Utilize Reservoir

Director Specht presented the following request to utilize the reservoir.

- a. **Organization: Visitation Conference St. Vincent de Paul Society, Brick, NJ**
Description of Event: Walk for the Poor
Date: Saturday, September 17, 2016 from 10:00 a.m. to 1:00 p.m. (Rain Date: Saturday, October 1, 2016 from 10:00 a.m. to 1:00 p.m.)
Special Needs: None
No. of Participants: 50
Contact: Dee Deturo
Event Status: Requested and approved every year

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

AYES: Comm. Grisanti, Flynn, Curtis, Fozman, Cevasco

NAYS: None

ABSTAIN: None

18.2 IT Report – Exempt

19. RESOLUTIONS

- 50-16 Award of a Professional Engineering Services Agreement with Maser Consulting P.A. in a Not-To-Exceed Cost of the Work Basis in the Amount of \$368,575.00 for the Design, Permitting, NJEIFP Requirements, Bidding,**

Construction Administration/Management and Full Time Inspection (If and When Directed by Brick Utilities) for the Undersized Water Main Replacement in the Cedar wood Park East and Cedar wood Park West Sections of Brick Township; Capital Project No. 716001A

Director Specht advised, "The next three resolutions have to do with assigning work to our either our consulting engineer or alternate consulting engineer. What I did is I put a pretty detailed and comprehensive resolution together for each one of them. The first one is the award of an engineering services agreement with Maser Consulting in a not to exceed cost of \$368,575.00 for the design permitting and NJEIFP Requirements, bidding, construction and administration/management and full time inspection if an when directed by Brick Utilities for the undersized water main replacement in the Cedar wood Park East and Cedarwood Park West Sections of Brick Township, capital project 716001A. The resolution details the location of the streets that are impacted. We are talking some 20,000 odd feet of main that has to be upgraded. These are all undersize water mains from 2" to 4" with no fire protection in these communities. So it is now time to move ahead with these project. The way we are structuring these things we are looking to get financing from the State from the New Jersey Environmental Infrastructure Trust financing program so we have a schedule that we need to follow. Don't get too anxious about seeing construction start because at the earliest it will start probably third quarter of 2017. The last would be March 2018 since there are some restrictions that we cannot obviously open the roads from December 1 to March 1 each year based on Township permitting requirements. I would recommend approval to CME. Again all these are on a cost of work basis. It is not a lump sum project. The engineer for all three resolutions will be required to submit detailed cost breakdowns on each bill they submit for this project. With regard to the construction inspection I left to the if and when directed by the Authority so in the event construction doesn't start a year and a half from now and the Authority wishes to pursue other avenues of performing the inspection we can certainly do that and not be impacted financially. I would recommend that is the way we proceed on this. All three resolutions, 50, 51 52 are structured this way. I reached out to each consultant and they concurred with it. They didn't have a problem with it, but again back to 50-16, I recommend we award that to Maser."

Comm. Flynn made a motion to approve Resolution No. 50-16. Seconded by Comm. Fozman

AYES: Comm. Grisanti, Flynn, Curtis, Fozman, Cevalco
NAYS: None
ABSTAIN: None

51-16 Award of a Professional Engineering Services Agreement with DW Smith Associates, LLC in a Not-To-Exceed Cost of the Work Basis in the Amount of \$217,695.00 for the Design, Permitting, NJEIFP Requirements, Bidding, Construction Administration/Management and Full Time Inspection (If and When Directed by Brick Utilities) for the Undersized Water Main Replacement in the Breton Woods Section of Brick Township – Phase I; Capital Project No.

Director Specht advised, "The second resolution is 51-16. Again this is the award of a professional engineering services agreement with DW Smith Associates LLC for a not to exceed cost of the work basis in the amount of \$217,695.00 for the design, permitting, NJEIFP requirements, bidding, construction administration/management and full time inspection if and when directed by Brick Utilities for the

undersize water main replaced in the Breton woods section of Brick Township. This is Phase I and I would recommend approval on that. The contract number is 716001B.”

Comm. Curtis made a motion to approve Resolution No. 51-16. Seconded by Comm. Fozman

AYES: Comm. Grisanti, Flynn, Curtis, Fozman, Cevalasco

NAYS: None

ABSTAIN: None

52-16 Award of a Professional Engineering Services Agreement with CME Associates in a Not-To-Exceed Cost of the Work Basis in the Amount of \$299,341.00 for the Design, Permitting, NJEIFP Requirements, Bidding, Construction Administration/Management and Full Time Inspection (If and When Directed by Brick Utilities) for the Rehabilitation/Upgrades to Nine (9) Wastewater Pump Stations – BURNT TAVERN MANOR PUMP STATION, CAPE BRETON PUMP STATION, GREEN BRIAR II PUMP STATION, LANES MILL PUMP STATION, LAURELBROOK PUMP STATION, PINE MEADOWS PUMP STATION, RIVIERA PUMP STATION, SEAVIEW VILLAGE PUMP STATION AND SLOPING HILL PUMP STATION; Capital Project No. 816002

Director Specht advised, “52-16 is the award of a professional engineering services agreement with CME Associates in the not to exceed cost of the work basis in the amount of \$299,341.00 for the design, permitting, NJEIFP requirements, bidding, construction administration/management and full time inspection if and when directed by Brick Utilities for the rehabilitation of nine wastewater pump stations including Burnt Tavern Manor WWPS, Cape Breton WWPS, Greenbriar II WWPS, Lanes Mill WWPS, Laurelbrook WWPS, Pine Meadows WWPS, Riviera Drive WWPS, Seaview Village WWPS and Sloping Hill WWPS under capital project 816002 and I would recommend approval of this one.”

Comm. Fozman made a motion to adopt Resolution No. 52-16. Seconded by Comm. Curtis

AYES: Comm. Grisanti, Flynn, Curtis, Fozman, Cevalasco

NAYS: None

ABSTAIN: None

53-16 Change Order No. 2 for an Increase in the Contract Amount by \$38,950.00 with Pillari Brothers Construction Corp. for the Watermain Replacement on Knoll Crest Avenue; Contract No. 713001

Director Specht advised, “And the final resolution is 53-16 for Change Order No. 2 for an increase in the contract amount of \$38,950.00 with Pillari Brother Corporation for the watermain replacement on Knoll Crest Avenue. Contract No. 713001. I sent an email out to all commissioners about a week and a half ago about some work that the Township was doing on the barrier island specifically on 7th Avenue and Broad Street, doing some final paving. In anticipation of the paving we did some last minute inspection of some sewer laterals out there that were deficient due to hydrogen sulfide corrosion. They are ACP laterals and in order for the Township to complete their paving project by this Friday, July 1st I received authorization from the Board to proceed with replacement of those laterals with Pillari Brothers and this is a

memorialization of that work that they have performed. The work is complete.”

Comm. Flynn asked, “We were put under the gun because of the paving for the town. I read yesterday where the town made a list of all the roads that are going to be paved in the future.”

Director Specht replied, “We coordinate that with the Township all the time.”

Comm. Flynn stated, “Ok but we got caught short on this one.”

Director Specht replied, “Every once in a while we do but we do a pretty good coordination with the Township on our projects as well as their projects.”

Comm. Flynn stated, “I think we should let them know somehow that we need more time, some kind of notification of when they are going to do these roads.”

Director Specht replied, “No doubt we had to hussle to get this done and normally we could do it with our crews but it was some extensive dewatering that we would have to do. We have the bay on one side and the lagoon on the other so. We will continue to coordinate.”

Comm. Curtis made a motion to adopt Resolution No. 53-16. Seconded by Comm. Flynn

AYES: Comm. Grisanti, Flynn, Curtis, Fozman, Cevalasco
NAYS: None
ABSTAIN: None

Counselor Montenegro stated, “Mr. Chairman before you move on with the agenda, going back to Item 14a the authorization to send out for proposals on the water supply master plan, we discussed it but I don’t know that we took a motion and vote to authorize it.”

Comm. Fozman made a motion to approve 14a. Seconded by Comm. Grisanti

AYES: Comm. Grisanti, Flynn, Curtis, Fozman, Cevalasco
NAYS: None
ABSTAIN: None

Chairman Cevalasco stated, “At this time we are going back into exempt session to discuss personnel matters.”

Counselor Montenegro stated, “If we can have a motion and a vote to go into executive session by resolution at this point in the meeting of the Brick MUA on June 27, 2016 for the purpose of discussing confidential personnel matters. Whereas Section 7 of the Open Public Meetings Act NJSA 10:4-12 permits the exclusion of the public in an executive session in a meeting of the BTMUA in certain circumstances, and Whereas the public body is of the opinion that such circumstances exist. Now therefore be it resolved by The Brick Township Municipal Utilities Authority of the Township of Brick in the County of Ocean, State of New Jersey as follows: The public shall be excluded from discussion on the actions upon the hereinafter specified subject matter and that being confidential personnel matters. It is anticipated at this time that the subject matter will be made public if and when confidentiality is no longer needed and action may be taken. This resolution shall become effective

immediately.”

Comm. Curtis made a motion to go into exempt session. Seconded by Comm. Fozman

AYES: Comm. Grisanti, Flynn, Curtis, Fozman, Cevalasco
NAYS: None
ABSTAIN: None

At this time in the meeting, 8:10 p.m. the Board entered exempt session.

On motion duly made and seconded in Exempt Session and a unanimous vote, the group returned to open session at 8:33 .p.m.

Upon returning to open session, Comm. Fozman made a motion to adopt the Personnel actions. Seconded by Comm. Curtis.

AYES: Comm. Grisanti, Flynn, Curtis, Fozman, Cevalasco
NAYS: None
ABSTAIN: None

Chairman Cevalasco stated, “What that means is we are going to eliminate the position of Sr. GIS Specialist/GIS Specialist Technician.”

Counselor Montenegro stated, “And separately there was a motion also to grant a medical leave of absence.”

20. PUBLIC DISCUSSION

At this point in the meeting, Chairman Cevalasco opened up the meeting to members of the Public who may wish to discuss any matters. There were none.

21. COMMENTS FROM COMMISSIONERS, PROFESSIONALS & STAFF

Director Vaccaro stated, “I just want to mention that on June 13th and 14th we had our annual NJDEP TCPA inspection which is a comprehensive two day inspection where DEP comes down and looks at all our documents, our operational procedures as well as actuals in our stage as well and I’m pleased to say that once again we had no compliance issues. I wanted to thank you and a big part of that is Director Maggio and his staff for making sure that we stay in compliance.”

Chairman Cevalasco asked, “Can you define TCPA?”

Director Vaccaro stated, “Toxic Catastrophe Prevention Act. Chlorine storage.”

Comm. Flynn asked, “In your report you discussed a flow chart for the purchase requests and purchase orders.”

Director Vaccaro stated, "I talk about how we are going to do central purchasing and how Bob Bowers signs everything now and procedures for that. There wasn't a flow chart in that. I developed a flow chart for the staff as far as how things are handled for the purchase requests."

Comm. Flynn stated, "I would like to see it when you have a chance. The other question I have for you was on I saw your comments on the elevation certificates and the insurance and once those are back now you have someone working on that."

Director Vaccaro stated, "I am still waiting to get a quote. We can't seem to get a quote. They said we need to get the elevations which we got and we still can't get quotes. I am going to call our risk consultant and see what is going on with that. Right now we just have one for Riverside."

Comm. Flynn asked, "So when we get that information back."

Director Vaccaro stated, "Then I will be able to sit down with Frank with the quote and decide if it is cost effective for us to get this insurance."

Sue Brasefield advised she had no comments.

Director Planko stated, "I just want to mention I have been in touch with IMAC insurance company. Our medical is due for renewal August 1st. I will have some analysis done and I will have a summary memo out to the Board so we can pass a resolution for the July meeting."

Chuck Fallon advised he had nothing to bring forth this evening.

Comm. Flynn asked, (to Frank Planko), "I noticed on one of your payment receipts for water sold schools it said zero?"

Director Planko replied, "Yes I spoke about this to the Chairman. That is because we don't bill schools every month. So in some months you will see a zero there. I believe that is the only class that we have in such a manner."

Director Maggio stated, "I just wanted to report some really good news. We have just completed our first half of 2016 corrosion compliance sampling and as I reported on our monthly report for both Brick and parkway we did pass our tests. I just can't say enough about the professionalism and the dedication and the relentlessness of my staff in attacking this problem. We are not done. Actually I would even go so far to say we are far from done but work continues. Also our success was due in no small part to the support of the Board and our Consultants - Maser and Mark Edwards at Virginia Tech. But again there is still more work to be done. The result of data was not perfect but it was dramatically improved from 2014 and the data complied with regulations so that is really great news. I just want to make reference to an email I sent out to several of our commissioners a couple of weeks ago about our Source Water staff. Despite last week being a very rainy week or having some rain during the week, including one torrential storm our river flows are seriously low. Probably a month to six weeks ahead in terms of the summer season. Today we had 7 million gallons available from the river. We would normally expect 16 million at this time of year. Our experience is once you hit the summer the river flows only recover for a brief time following rain events but overall they do decline in terms of our available flow. I can say as far as the department is concerned or the Authority is concerned we are in as good a shape as possible in terms of our reservoir level and in terms of our PRM status at this time. Just

wanted to point out that even though we have had some rain we are way ahead of normal deterioration in terms of river supply. The New Jersey DEP still considers our area to be normal, however we would expect they do highlight river flows throughout the Northern Ocean County area as being severely dry but they also reflect that reservoirs in the area are in good shape. We would expect within the next couple of weeks that unless something incredible changes in weather that we will probably be in a drought watch which isn't anything crazy, but it is the first level of drought that they do refer to."

Comm. Flynn asked, "Is this one of the items that will be looked at in the master plan?"

Director Maggio replied, "They won't be looking at specifically where we are today, but they will be looking at historic data, stream flow data, well allocations, use of the reservoir."

Comm. Fozman stated, "Steve on those contracts with the other towns, when the attorney reviews them does he have to come back to us with a letter to show us or can he send it out to the towns that we are selling water to so they know that they are going to have to abide by what we say in there."

Director Specht replied, "I don't know. We will take a look at it."

Counselor Montenegro stated, "Once I take a look at it..."

Chairman Cevalasco stated, "What they will do is like what they have done in the past, the attorney and Steve will take a look at it and come up with a determination and if need be we can poll the Board as we have done in the past."

Director Specht stated, "What I anticipate happening throughout the State is they are going to a watch and then the State will have mandatory restrictions if it keeps going the way it is going. In the past when we had the 2002 drought we had to go into restrictions before the State put mandatory restrictions because we didn't have the flow in the river and we didn't have the Reservoir. Now we have the Reservoir and like Joe said it is jam packed and there is a lot of storage up there. That would be my prediction they would have to probably implement statewide restrictions before we.."

Comm. Fozman stated, "I just want the other towns to know that if we cut back they are going to have to cut back."

Comm. Flynn addressed Director Maggio stating, "On your report I noticed 213 non payment shut offs. Is that for a month?"

Director Maggio stated, "The none payment shut offs are referred to the Meter Department by Customer Accounts so and we just do the physical shutting off."

Director Specht replied, "And they generally get turned on within the next day or two."

Director Planko stated, "Usually as soon as we shut them off they come in and pay their bill. And we notify them well in advance. We have hang tags and we call them."

Director Maggio added, "We have 38,000 customers so when you think of it in terms of that it's not a very big percentage."

Director Planko stated, "Just to mention about the drought that Steve is talking about when you had that drought I think you had an impact of about \$400,000 on revenue. It wasn't significant but it was a few bucks and I think that was what odd/even for the lawns."

Chairman Cevalco stated, "No it was totally restricted because I lost mine."

Director Specht advised, "We kind of came out first and said you can't have any outside water use on the weekends. Well guess what Friday hit and everybody turned everything on so you have to be careful what kind of restrictions you put on."

Director Specht advised, "Two things Mr. Chairman. As the Board is aware of we are wrapping up our renovations of the waste water pump stations that had been impacted by Super Storm Sandy approximately 3.5 years ago. All the stations are now in service except maybe 5th Street and we will be a doing punch list. Through the effort of my staff, we were able to get our first check through FEMA. We got it on the 20th for \$1.3 million dollars. So Frank can throw it back into the NJEIT processing fund. So that is a good thing. They basically gave us 90% of the \$1.4 million. Total allocation for this project was \$1.89 million so I should get another \$360,000 to wrap this up so that is a good thing. Also Dickinson Road - we had our pre-construction meeting with Sue and Maser and her staff as well as Comm. Flynn and my staff last Thursday. Mathis Construction will be mobilizing July 5th to start that construction. We have notified the local residents. I will be meeting with the Township to discuss the final paving and curbing restoration requirements so hopefully we can get out of there with the pipe work in a matter of six to eight weeks and wrap up final paving. I would think some time September or October of this year and get out of there. We did put our sign board out there that is further notice for our customers out there so that is in use also."

Chairman Cevalco asked, "Exit 91 – how are we doing with the replacement of the ductile iron?"

Director Specht replied, "West of the Parkway the line is in, tested and placed in service. They are now swapping services from the old main to the new main. When that is completed west of the Parkway they will remove the old main. East of the Parkway you will probably see as you go up and down Burrsville and Burnt Tavern Road a lot of 16 inch ductile iron pipe sitting on the ground. They have not reactivated that crew yet. We have probably 1,000 feet installed on Burnt Tavern, but they need to complete the remainder. Green Construction, although I think it is highly doubtful wants to get out of there by October of this year. It's not going to happen but they were doing it. Actually I talked to John Ernst the new County Engineer last week and I told him send me the bill. I want to pay for some of that pipeline anyway because we have not received a bill yet. Right Frank. I think we still have \$1.8 million in the budget for that job. I would think the west side would be completely done by August and I think they would restart the east side in September so I would think by next year we would have the new 16 inch in service."

Comm. Flynn stated, "In your report I noticed some comments about the Township asking some question on the generator project?"

Director Specht replied, "That had to do with the amount of impermeable coverage that we have on our facility here. When we built the new fleet equipment storage building we were just under the quarter acre threshold for additional I guess best management practices for stormwater control. With the generators I think it is about 1,500 square feet, pushed us over that quarter so now we have to provide

back up document that we are implementing best management practices for stormwater control on site here. I know CME is working with that and we had a meeting with the Township on it and once we get all that information together they should be happy with it. It should meet their zoning requirements and we will go for final."

Director Maggio added, "We spoke to the township engineer and they are very cooperative and very willing to work with us. This is one of those things where it is cumulative impervious surface and this was the tipping point was this 1500 square feet which isn't very much, but as you know we have been doing a lot of on-site storm water work . The buildings and grounds crews have built rain gardens."

Director Specht replied, "We built three rain gardens. The one in the parking lot here that takes the flow off the ops building and half the warehouse, the pretreatment where the tank is back there we just did that one. We have done the other half of the admin building. We have a rain garden for that and we have a few more planned for this building. Also the control building. So we are making significant improvements plus the other improvements we are going to be making down by Base I which will control a lot."

Director Maggio sated, "We are going to be getting credit for the stormwater treatment provided by those and apply it to the 1500 square feet of impervious surface."

Counselor Montenegro advised he had nothing to report this evening.

Ms. Sylvester advised she had nothing to report this evening.

Chris Theodos stated, "I am very pleased to hear of the favorable results for the corrosion testing that was done. That is very significant. It is my understanding now we are in compliance with the regulations."

Director Maggio replied, "For now we have to repeat the sampling in the next six months and repeat it next year. We are still working to improve our results even further."

Chris Theodos replied, "That is great news and I wanted to wish everybody a very healthy, safe and joyous Fourth of July holiday season."

Comm. Foster advised she had nothing further to report.

Comm. Grisanti advised he had nothing further to report and wished everyone a happy Fourth of July holiday."

Comm. Fozman stated, "I would like to thank Joe Maggio, Rob and Shari for their work with the schools. Nice project. It really came out well. You even got a video out of it which I thought was fantastic. You did a really good job."

Director Maggio advised, "We are looking to post those on our website for the time being as well as the Metedeconk Watershed Website."

Comm. Curtis advised he had no further comments.

Comm. Flynn advised he had nothing further comments.

Chairman Cevalasco stated, "And ditto here. There is no sense in me repeating what everybody else has said. Everyone have a happy and safe Fourth of July."

Chairman Cevalasco asked for a motion to adjourn.

Comm. Fozman made a motion to Adjourn. Seconded by Comm. Flynn.

AYES: Comm. Grisanti, Flynn, Curtis, Fozman, Cevalasco

NAYS: None

ABSTAIN: None

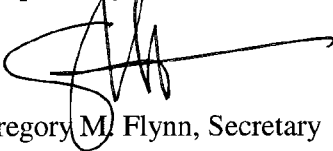
22. CLOSING STATEMENT

Ms. Sylvester advised, *"The next Regular Public Meeting will take place on Monday, July 25 2016 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

On motion duly made and seconded and unanimous vote the meeting adjourned at 8:50 p.m.

Respectfully submitted,



Gregory M. Flynn, Secretary

GMF/mas