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

2. **OPENING STATEMENT**

   Following the Salute to the Flag, Ms. DiMatteo 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, 2020 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**
   - Susan Lydecker
   - Michael A. Blandina
   - Derrick T. Ambrosino
   - William Neafsey
   - Harvey Langer
   - Erin Wheeler
   - Thomas C. Curtis

   **Also Present**
   - Chris A. Theodos, Executive Director
   - Stephen T. Specht, Dir. Engineering/Operations
   - Gary Vaccaro, Dir. Compliance & Technology
   - Joseph Maggio, Dir. Water Quality
   - John Clifford, CFO
   - Keri DiMatteo, Executive Administrative Assistant
   - Sue Brasefield, MUA Engineer
   - Nick Montenegro, Esq., MUA General Counsel

   **Absent**
   - Chuck Fallon, MUA Auditor

   * via teleconference

4. **Adoption of Directors’ Reports**

   Comm. Lydecker made a motion to adopt the Directors’ Reports. Seconded by Comm. Neafsey

   AYES: Comm. Lydecker, Blandina, Ambrosino, Neafsey, Curtis
   NAYS: None
   ABSTAIN: None

5. **APPROVAL OF MINUTES**

   Comm. Neafsey made a motion to adopt the Regular Meeting Minutes for March 26, 2020. Seconded by Comm. Lydecker

   AYES: Comm. Lydecker, Blandina, Ambrosino, Neafsey, Curtis
   NAYS: None
   ABSTAIN: None
6. **CORRESPONDENCE - NONE**

7. **BILL RESOLUTION**

Comm. Blandina read the Bill Resolution dated April 30, 2020 in the total amount of $6,913,272.22 as follows:

- Total Operating Vouchers: $2,798,647.11
- Total Capital Vouchers: $1,735,967.84
- Total Payroll: $2,378,657.27
- Total Bill Resolution: $6,913,272.22

Comm. Ambrosino made a motion to approve the Bill Resolution. Seconded by Comm. Lydecker.

**AYES:** Comm. Lydecker, Blandina, Ambrosino, Neafsey, Curtis
**NAYS:** None
**ABSTAIN:** None

8. **TREASURER'S REPORT**

Comm. Neafsey read the Treasurer’s Report balances for the month ending March 31, 2020 as follows:

**Unrestricted Funds:**
- Total Revenue Funds: $6,888,618.56
- Total General Funds: $9,393,375.93
- Total Working Capital Fund: $322,737.18
- Total Processing Fund: $5,855,590.89
- Total Unrestricted Funds: $22,460,322.56

**Restricted Funds:**
- Rate Projection Maintenance Fund: $2,854,576.08
- Construction Fund: $3,709,382.46
- Total Bond Funds: $10,247,275.81
- Total Other Restricted Funds: $1,474,846.97
- Total Restricted Funds: $18,286,081.32
- Total of All Fund Accounts: $40,746,403.88


**AYES:** Comm. Lydecker, Blandina, Ambrosino, Neafsey, Curtis
**NAYS:** None
**ABSTAIN:** None

9. **DEVELOPER APPLICATIONS - NONE**

10. **UNANTICIPATED/EMERGENCY CAPITAL EXPENDITURES - NONE**
11. **CONTRACT CLOSE-OUTS**

a. National Water Main Cleaning Co. for the Barrier Island – Sanitary Sewer Lateral Connections Repairs; Contract No. 817001; (Final Payment; Reduction of Retainage from 2% to 0%)

Director Specht reviewed the above action with the Board. He explained that the contractor submitted all required close out documentation.

Director Specht recommended approval.

Comm. Blandina made a motion to approve this action. Seconded by Comm. Ambrosino

AYES: Comm. Lydecker, Blandina, Ambrosino, Neafsey, Curtis
NAYS: None
ABSTAIN: None

12. **AUTHORIZATION TO EXPEND APPROVED FUNDS**

a. Two-Year Heating, Ventilating and Air Conditioning Maintenance Contract with TLP Climate Control Systems for $5,096.00/year or $10,192.00 for Two-Years

Director Specht reviewed the above action with the Board. He explained that three proposals were received and that TLP was the lowest proposal. TLP was our contractor last year.

Director Specht recommended approval.

Chairman Curtis asked how often we used TLP last year.

Director Specht advised that we used TLP annually to change filters twice a year and then we bring them in if we need them for emergencies.

Comm. Blandina made a motion to approve this action. Seconded by Comm. Lydecker

AYES: Comm. Lydecker, Blandina, Ambrosino, Neafsey, Curtis
NAYS: None
ABSTAIN: None

b. Inspection of Well 12 Repair – Maser Consulting - $11,200 – Account 719-005

Director Maggio reviewed the above action with the Board. He explained that the repair of Well 12 was complete and a representative from Maser Consulting was onsite to inspect all of the work to make sure it was in conformance with the plans for the repair. They also inspected the well motor after it was repaired, to ensure it was operating properly.

Director Maggio recommended approval.

Comm. Blandina made a motion to approve this action. Seconded by Comm. Lydecker
AYES: Comm. Lydecker, Blandina, Ambrosino, Neafsey, Curtis
NAYS: None
ABSTAIN: None

13. **AUTHORIZATION TO SEND OUT BIDS, RFQ’S & RFP’S - NONE**

14. **ADOPTION OF PERSONNEL ACTIONS**

Comm. Lydecker made a motion to approve this action. Seconded by Comm. Neafsey

AYES: Comm. Lydecker, Blandina, Ambrosino, Neafsey, Curtis
NAYS: None
ABSTAIN: None

15. **OLD BUSINESS**

Chairman Curtis advised that we are going to wait before we reopen the Reservoir for the safety of our employees and customers.

Executive Director Theodos stated that Mayor Ducey is re-opening the municipal parks effective tomorrow. We are still in a status of closure of the Reservoir. We are evaluating when it will be appropriate for us to reopen, even if it is on a modified basis, to ensure the safety of our workforce.

Everyone agreed.

16. **NEW BUSINESS - NONE**

16.1 Reservoir Special Use Request – Reservoir is closed until further notice

17. **RESOLUTIONS**

38-20 **A Resolution Authorizing Change Order No. 1 in the Amount of $33,610.29 Reduction in Contract Line Item #22 Contract with Tomar Construction Services, Inc. for the GAC Improvements at William Miller Jr. Water Treatment Plant Project; BU Contract No. 717003; NJIB Project No. 1506001-11**

Director Specht reviewed the above action with the Board. He explained there were two changes to the contract. One was to modify our valve actuators. The other was a modification to our air release valve piping. There is no increase in contract amount.

Director Specht recommended approval.

Chairman Curtis advised the Board that the Authority has not received any money from the New Jersey Infrastructure Bank. He asked the Board to please keep this in mind for future purchases.

Comm. Blandina made a motion to adopt Resolution No. 38-20. Seconded by Comm. Lydecker
AYES: Comm. Lydecker, Blandina, Ambrosino, Neafsey, Curtis
NAYS: None
ABSTAIN: None

39-20 A Resolution Authorizing and Ratifying the Emergency Purchase of a 250 HP Pump Motor Necessitated by COVID-19 Pandemic Response Plan Implementation from Longo Electrical Mechanical Inc. for $21,200 from Account 717-003

Director Maggio reviewed the above action with the Board. He explained the purchase has begun because of the urgency of the purchase. The motor specifications have been reviewed and approved by H2M, our Engineer for the GAC project. We are looking forward to receiving the motor because this will enhance the resiliency of some critical pumping systems that we impacted by our need to stop contractor work in the Water Treatment Plant.

Comm. Neafsey made a motion to adopt Resolution No. 39-20. Seconded by Comm. Blandina

AYES: Comm. Lydecker, Blandina, Ambrosino, Neafsey, Curtis
NAYS: None
ABSTAIN: None

40-20 A Resolution Authorizing and Approving a Shared Service Agreement with the Township of Brick for Health Screening Services by the Township Emergency Medical Technicians (EMTs)

Executive Director Theodos reviewed the above action with the Board. He explained that this resolution provides utilization of Brick Townships EMT’s, under a shared service agreement, to provide health screenings to Authority employees on a daily basis, prior to accessing the work place. This activity commenced on April 20, 2020 and has been performed here on the main campus and also at the Reservoir. Screening includes temperature testing, with a non-contact thermometer, and questions the employees as to any symptoms or contact with an infected person or suspected COVID-19 individual. A resolution authorizing this agreement was previously adopted by the Brick Township Council.

Executive Director Theodos recommended approval.

Comm. Blandina made a motion to adopt Resolution No. 40-20. Seconded by Comm. Ambrosino

AYES: Comm. Lydecker, Blandina, Ambrosino, Neafsey, Curtis
NAYS: None
ABSTAIN: None

42-20 A Resolution Acquiring a Temporary Construction Easement from Jersey Shore Marina and Boat Sales, Inc. on Block 854, Lot 4 and 4.01 and Block 856 March 31, 2020 on Brick Township Tax Map Sheet 46 in the Amount of $4,500 from Account Number 717005

Mr. Montenegro reviewed the above action with the Board. He explained that the Authority is going to replace an existing water main which has aged, and as a result they need easements from the
property owners. This particular easement is for Jersey Shore Marina, which is going to be only temporary, where in the Authority can maintain, stage and hold its equipment during the renovation and replacement of the pipes. We already have an executed agreement from Jersey Shore Marina and the Chairman and Secretary have completed their portion this evening. I will be recording the easement, subject to the payment of $4,500.00, for the use of the property.

Chairman Curtis asked how long the agreement is good for.

Mr. Montenegro replied it is good until the anticipated completion which is at the end of the season of 2020, but we have an extension period if we need it.

Comm. Blandina made a motion to adopt Resolution No. 42-20. Seconded by Comm. Ambrosino

AYES: Comm. Lydecker, Blandina, Ambrosino, Neafsey, Curtis
NAYS: None
ABSTAIN: None

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

Counselor Montenegro read the following into the record: Counselor Montenegro stated: “This is a Resolution to enter into executive session; Whereas, Section 8 of the Open Public Meetings Act, NJSA: 10:4-12 permits the exclusion of the public from a meeting in certain circumstances and; Whereas this public body is of the opinion that such circumstances exist. Now therefore be it resolved by The Brick Township Municipal Utilities Authority as follows: the public shall be excluded from discussion of and action upon the hereinafter specified subject matter. The general nature of the subject matter to be discussed is litigation and contract negotiations. It is anticipated at this time that the subject matters will be made public if and when confidentiality no longer exists. Action may be taken this evening. This resolution shall become effective immediately.”

On a motion duly made and seconded the group entered into exempt session at 7:25pm.

On motion duly made and seconded in exempt session the group returned to open session at 7:41 pm.

41-20 A Resolution Authorizing and Approving the Authority to Become the Lead Plaintiff in the Litigation for Potential Violations of Anti-Trust Laws and Retention of Robins Kaplan Law Firm to Represent the Authority

Comm. Neafsey made a motion to adopt Resolution No. 41-20. Seconded by Comm. Blandina

AYES: Comm. Lydecker, Blandina, Ambrosino, Neafsey, Curtis
NAYS: None
ABSTAIN: None
A Resolution Authorizing Temporary Waiving of Interest of Unpaid Service Charges Pursuant to N.J.S.A. 40:14B-41

Chairman Curtis stated that customers need to call and request to be on a payment plan. The customer must have a payment plan in order for the interest to be waived.

Comm. Ambrosino made a motion to adopt Resolution No. 43-20. Seconded by Comm. Neafsey

AYES: Comm. Lydecker, Blandina, Ambrosino, Neafsey, Curtis
NAYS: None
ABSTAIN: None

19. PUBLIC DISCUSSION - NONE

20. COMMENTS FROM COMMISSIONERS, PROFESSIONALS & STAFF

Chairman Curtis wanted to make sure everyone was healthy and doing well.

21. CLOSING STATEMENT

Ms. DiMatteo read the following closing statement: The next Meeting of the Authority will be a Public Meeting on Thursday, May 28, 2020 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, Brick.

22. ADJOURNMENT

On motion duly made and seconded, followed by a unanimous vote the meeting was adjourned at 7:46 p.m.

Respectfully submitted,

Michael A. Blandina, Authority Secretary

MB/kld