

**The Brick Township Municipal Utilities Authority
Minutes of a PUBLIC MEETING Held on September 24, 2020**

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
Thomas C. Curtis

Absent

Erin Wheeler

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 Admin. Assistant
*Sue Brasefield, MUA Engineer
Nick Montenegro, Esq., MUA General Counsel
*Chuck Fallon, MUA Auditor
*Joseph Simonetta, Authority Consultant

**via teleconference*

4. Adoption of Directors' Reports

Comm. Lydecker made a motion to adopt the Directors' Reports. Seconded by Comm. Ambrosino

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

5. APPROVAL OF MINUTES

Comm. Blandina made a motion to adopt the Regular and Exempt Meeting Minutes for August 25, 2020. Seconded by Comm. Lydecker

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

6. CORRESPONDENCE - NONE

7. BILL RESOLUTION

Comm. Blandina read the Bill Resolution dated September 24, 2020 in the total amount of \$3,924,091.45 as follows:

| | | |
|---------------------------|----|--------------|
| Total Operating Vouchers: | \$ | 2,312,673.50 |
| Total Capital Vouchers: | | 494,404.94 |
| Total Payroll: | | 1,110,340.89 |
| Total Bill Resolution: | \$ | 3,924,091.45 |
| Total Escrow: | | 6,672.12 |

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. Lydecker read the Treasurer's Report balances for the month ending August 31, 2020 as follows:

Unrestricted Funds:

| | | |
|-----------------------------|----|---------------|
| Total Revenue Funds: | \$ | 11,010,484.68 |
| Total General Funds: | | 9,393,471.16 |
| Total Working Capital Fund: | | 11,030.01 |
| Total Processing Fund: | | 3,291,820.64 |
| Total Unrestricted Funds: | | 23,706,806.49 |

Restricted Funds:

| | | |
|-----------------------------------|--|---------------|
| Rate Projection Maintenance Fund: | | 2,927,764.73 |
| Construction Fund: | | 5,227,802.71 |
| Total Bond Funds: | | 8,341,889.76 |
| Total Other Restricted Funds: | | 1,514,139.20 |
| Total Restricted Funds | | 18,011,596.40 |
| Total of All Fund Accounts: | | 41,718,402.89 |

Comm. Ambrosino made a motion to approve the Treasurer's Report. Seconded by Comm. Blandina

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

9. DEVELOPER APPLICATIONS

9.1 Preliminary Application - No Further Action Required - NONE

9.2 Other Applications

2259 Mr. Robert Merzda, RM Associates, Inc. – Minor Subdivision Plan – Lot 10.01, Block 663 – 475 East End Avenue - Final – 2 Residential

Director Specht reviewed the above action with the Board. He explained that last month the Board provided preliminary approval for this application. One stipulation in the preliminary approval was to have the developer upsize the water main from 3” to 6”. This has been indicated on the new drawings submitted.

Director Specht recommended final approval.

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

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

9.3 Release of Bonds - NONE

10. UNANTICIPATED/EMERGENCY CAPITAL EXPENDITURES - NONE

11. CONTRACT CLOSE-OUTS - NONE

12. AUTHORIZATION TO EXPEND APPROVED FUNDS - 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 - NONE

16. NEW BUSINESS

a. Campus Power Failure

Executive Director Theodos explained that a summary report was distributed to the Commissioners regarding a campus power failure that occurred on September 20, 2020. He explained that we are at full power right now and the issue is currently under investigation. We are waiting on a proposal from Eaton, the manufacturer of the panel equipment that failed, for a full evaluation and testing to be done as soon as possible. We should have that proposal by next week, at which time Executive Director Theodos would

ask the Board for authorization to move forward with the investigation and testing that is necessary to determine the next step. The cost for this is estimated at approximately \$20,000.00.

Chairman Curtis stated that the Board is in agreement to spend the \$20,000.00 in order to determine what repair is needed.

16.1 Reservoir Special Use Request

- a. *Description:* Purple Angel Foundation 3rd Annual Wing Run
Organization: Purple Angel Foundation, Inc.
Date: Saturday, September 18, 2021 from 8:00 a.m. to Noon
Special Needs: None
No. of Participants: 100
Contact: Theresa DeCarlo
Status: 3rd time with no previous incidents

Director Specht reviewed the above permit with the Board. He explained that this event was scheduled to take place this month, but due to COVID the event was canceled. Therefore, they are requesting their event take place in 2021.

Mr. Montenegro advised that it should be noted on the permit that this event will take place provided the Reservoir is open and will be subject to the conditions, rules and regulations.

Executive Director Theodos added and the restrictions the Authority may have imposed on group gatherings at that time.

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

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

17. RESOLUTIONS

60-20 A Resolution Authorizing Renewal of Membership in the New Jersey Utilities Authorities Joint Insurance Fund

Director Vaccaro reviewed the above action with the Board. He explained that our current membership with the JIF expires at the end of this year. This resolution will renew our membership with the JIF for a three year period beginning January 1, 2021 and ending January 1, 2024. The majority of all of our insurance is through the JIF, including our property, liability, workers compensation, etc. This year, as part of being members of the JIF, we also are a part of the Safety Institute, where we get free safety training seminars.

Director Vaccaro recommended approval.

Comm. Neafsey made a motion to adopt Resolution No. 60-20. Seconded by Comm. Ambrosino

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

61-20 **A Resolution Authorizing the Purchase of an HP DesignJet HD Pro Plotter in the Amount of \$21,688.53 from Vendor KT's Office Services; Capital Project No. 910004**

Director Vaccaro reviewed the above action with the Board. He explained that this plotter is used to scan and print CAD drawings, maps, satellite images, photos and other large format documents primarily used by our Engineering and GIS departments. Our current plotter is nine years old and beyond its typical 5-7 year life span. We obtained three quotes from NJ State contract vendors and the lowest quote, which includes maintenance training, delivery and a three year maintenance contract, is KT's Office Services.

Director Vaccaro recommended approval.

Comm. Blandina made a motion to adopt Resolution No. 61-20. Seconded by Comm. Ambrosino

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

63-20 **A Resolution for the Award of a Contract with Maser Consulting P.A. for Professional Engineering Consulting Services for the Metedeconk River Intake Relocation Feasibility Study at a cost not to exceed \$140,315 – Capital Project Number 720014**

Director Maggio reviewed the above action with the Board. He explained that this was one of the recommended projects that came out of our Water Supply Master Plan and one of the means we have to limit the impact of sea level rise over time.

Commissioner Lydecker asked how long the study will take to complete.

Director Maggio replied it will take about six months.

Commissioner Langer suggested a desalinization plant in the future with other utilities.

Chairman Curtis explained that we are not there yet and the two projects mentioned above are more feasible to complete right now.

Commissioner Blandina asked if we foresee a problem with obtaining the property for the relocation of the Intake Building.

Director Maggio replied that is all part of the evaluation and would have to have willing sellers, etc.

Comm. Neafsey made a motion to adopt Resolution No. 63-20. Seconded by Comm. Ambrosino

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

64-20 **A Resolution Authorizing the Award of a Contract in the amount of \$31,500 for Redevelopment of Wells 13 and 14 to Vendor Steffen Drilling from Account 01-720-004X**

Director Maggio reviewed the above action with the Board. He explained that wells 13 and 14 are our most efficient, effective and largest producing Cohansey wells that give us upward of 600,000 gallons per day. Redevelopment of these wells consists of essentially cleaning the wells and cleaning the well screens, so we can continue with reliable operation of these wells and get the amount of water we have come to expect. We obtained three prices for this project, with Steffen Drilling being the lowest bidder and the contractor that redeveloped these wells last time.

Director Maggio stated that were happy with their work and recommended approval.

Comm. Blandina made a motion to adopt Resolution No. 64-20. Seconded by Comm. Lydecker

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

18. **EXEMPT SESSION - NONE**
(Personnel, Contracts & Potential Litigation Only)

19. **PUBLIC DISCUSSION - NONE**

20. **COMMENTS FROM COMMISSIONERS, PROFESSIONALS & STAFF**

Executive Director Theodos stated that all Commissioners received a copy of the audit report for their review. We will have a resolution on the agenda at next month's meeting for approval and adoption. Mr. Fallon will be here, at that time, to answer any questions the Board may have.

Chairman Curtis thanked Director Maggio's department for taking care of the loss of power at the campus so quickly.

Director Maggio stated that Jim O'Neill and Bill Storer did an amazing job to get us back up and running.

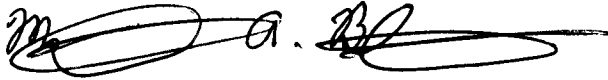
21. **CLOSING STATEMENT**

Ms. DiMatteo read the following closing statement: *The next Meeting of the Authority will be a Public Meeting on Thursday, October 29, 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 7:36 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "M. A. Blandina". The signature is stylized with loops and a long horizontal stroke at the end.

Michael A. Blandina, Authority Secretary

MB/kld