

**Minutes of a PUBLIC MEETING held on June 28, 2023**

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

**2. OPENING STATEMENT**

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 3, 2023 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 Blandina  
William Neafsey  
Paul Mummolo  
Harvey Langer  
Erin Wheeler  
Thomas Curtis

Also Present

Chris A. Theodos, Executive Director  
Stephen T. Specht, Dir. Engineering/Operations  
Gary Vaccaro, Dir. Compliance & Technology  
Joseph Maggio, Dir. Water Quality  
Keri DiMatteo, Sr. Executive Admin. Assistant  
Sue Brasefield, MUA Engineer  
Nick Montenegro, Esq., MUA General Counsel  
Chuck Fallon, MUA Auditor

Absent

John Clifford, CFO

**4. Adoption of Directors' Reports**

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

AYES: Comm. Lydecker, Blandina, Neafsey, Mummolo, Curtis

NAYS: None

ABSTAIN: None

**5. APPROVAL OF MINUTES**

Comm. Blandina made a motion to adopt the May 23, 2023 regular meeting minutes. Seconded by Comm. Lydecker

AYES: Comm. Lydecker, Blandina, Neafsey, Mummolo, Curtis

NAYS: None

ABSTAIN: None

**6. CORRESPONDENCE – NONE**

**7. BILL RESOLUTION**

Comm. Blandina read the Bill Resolution dated June 28, 2023 in the total amount of \$2,263,155.83 as follows:

Total Operating Vouchers:	\$	511,516.66
Total Capital Vouchers:		625,630.27
Total Payroll:		1,123,169.40
Escrow:		2,839.50
Total Bill Resolution:	\$	2,263,155.83

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

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

**8. TREASURER'S REPORT**

Comm. Lydecker read the Treasurer's Report balances for the month ending May 31, 2023 as follows:

**Unrestricted Funds:**

Total Revenue Funds:	\$	13,571,521.21
Total General Funds:		11,083,978.45
Total Working Capital Fund:		85,845.83
Total Processing Fund:		4,946,345.90
Total Unrestricted Funds:		29,687,691.39

**Restricted Funds:**

Rate Projection Maintenance Fund:		2,003,750.00
Construction Fund:		240,911.19
Total Bond Funds:		9,700,555.83
Total Other Restricted Funds:		1,781,780.63
Total Restricted Funds		13,726,997.65
Total of All Fund Accounts:		43,414,689.04

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

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

**9. DEVELOPER APPLICATIONS**

9.1 Preliminary Application - No Further Action Required – NONE

9.2 Other Applications

2339 Troy Segers, Fresenius Medical Care, Preliminary & Final Land Development Plans, Block 755, Lot 38, 1541 NJ-88, Preliminary – 3C

Director Specht reviewed the above action with the Board. He explained that the applicant is looking to add a 6” fire service and a new 2” domestic service.

Director Specht recommended preliminary approval.

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

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

9.3 Release of Performance Bonds - NONE

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

**11. CONTRACT CLOSE-OUTS**

a. JVS Industrial and Commercial Contractor Inc. for the Water Main Replacement for the Lagoon Crossing Between East Granada Drive and Cartagena Drive; Capital Project No. 717002 (Final Payment; Reduction of Retainage from 2% to 0%)

Director Specht reviewed the above action. He explained that JVS has completed all of the required construction on this project and has submitted the appropriate close-out documentation,

Director Specht recommended approval.

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

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

**12. AUTHORIZATION TO EXPEND APPROVED FUNDS**

a. Authorization to Expend Approved Funds to Purchase N-Able N-Central IT Management Software - \$16,227.00; Vendor – StarNet Solutions, Inc.; Operating Account No. 01-502-8201

Director Vaccaro reviewed the above action. He explained that N-Able N-Central is a comprehensive

remote monitoring and management software package. It will serve to enhance and replace our current computer management and cybersecurity software. We recently completed a one-month trial of the software and are very happy with it. In terms of enhancement, one of the key features is going to provide us with a backup for Microsoft email server. Microsoft only hosts our email through 365 but they do not provide back up and do not warranty for data loss. It also has enhancements of patch management for updates for all of our servers, workstations and mobile equipment, as well as scanning and monitoring all machine servers for health and maintenance needs. The software will also replace two current software programs Goverlan, our remote access software and TrackIT, our ticket and asset management software. The annual cost for the software is \$5,700.00. StarNet Solutions was the lowest responsible bidder for the product. The total cost of this project will be \$16,227.00. That includes the total annual subscription for the software \$11,027.00, however, considering replacement of the other software, the actual increase is \$5,300.00 annually, with a one-time installation cost of \$5,200.00.

Director Vaccaro recommended approval.

Chair Curtis asked if we will have to renew this every year and at what cost.

Director Vaccaro advised we will renew for \$11,027.00/year.

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

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

b.       Authorization to Purchase Four (4) Fire Hydrants from Raritan Pipe & Supply Company for \$14,559.16; Brick Utilities' Operating Account No. 01-302-8056

Director Specht reviewed the above action. He explained that we received three quotes for the fire hydrants.

Director Specht recommended approval for Raritan Pipe & Supply.

Commissioner Blandina asked if these hydrants are for a new location or to keep in the warehouse and use on an as needed basis.

Director Specht advised these hydrants will be kept in stock to be used when needed.

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

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

**13.    AUTHORIZATION TO SEND OUT BIDS, RFQ'S & RFP'S – NONE**

**14. ADOPTION OF PERSONNEL ACTIONS**

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

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

**15. OLD BUSINESS - NONE**

**16. NEW BUSINESS – NONE**

**17. RESOLUTIONS**

45-23      A Resolution of the Brick Township Municipal Utilities Authority Authorizing the Extension of the Maturity Dates of Two Outstanding Construction Loans from the New Jersey Infrastructure Bank, Evidenced by the Authority’s \$1,609,341 Note Dated February 5, 2020 and \$17,094,937 Note Dated June 29, 2020

Director Specht reviewed the above action with the Board. He explained that this resolution extends the maturity date of one year, for these construction loans.

Director Specht recommended approval.

Commissioner Mummolo asked how many meters we still need to replace.

Director Specht approximated about 4,000 hydrants under this contract.

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

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

46-23      A Resolution Renewing IMAC Insurance Agency as Broker of Record and Accepting the Horizon Blue Cross Blue Shield Rates Presented by IMAC and Authorizing the Horizon Blue Cross Blue Shield Omnia Plan Incentive Program

Executive Director Theodos reviewed the above action with the Board. He explained that our current Horizon BCBS medical and prescription drug program expires on August 1, 2023. Our coverage was marketed to the commercial health insurance companies active in New Jersey; including Aetna, United Health Care, Oxford, Cigna and The Central Jersey Health Insurance Fund. All declined to quote except Aetna who gave a quote of a 16.8% rate increase on both medical and prescription drugs. Horizon BCBS initial offer was for a composite increase of 14.2% based on our claims history. We were able to negotiate Horizon BCBS down to a 5.9% composite rate increase.

Our broker has recommended that we renew our contract with Horizon BCBS with a composite rate increase of 5.9%. This would also avoid any possible disruption in provider physicians to our employees.

Executive Director Theodos recommended approval.

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

AYES: Comm. Lydecker, Blandina, Neafsey, Mummolo, Curtis

NAYS: None

ABSTAIN: None

47-23                    A Resolution Authorizing the Transfer of Certain Funds to Working Capital Account

Executive Director Theodos reviewed the above action with the Board. He explained that this resolution is a procedural requirement of our bond resolution. Whenever we need to transfer money from our general fund to any other account, we are required to do so by resolution. The funds were appropriated and budgeted for use of internally funded projects for the purpose of not issuing debt. We adopted a similar resolution last May with the same dollar amount of \$2 million.

Executive Director Theodos recommended approval.

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

AYES: Comm. Lydecker, Blandina, Neafsey, Mummolo, Curtis

NAYS: None

ABSTAIN: None

**18. PUBLIC DISCUSSION – NONE**

**19. COMMENTS FROM COMMISSIONERS, PROFESSIONALS & STAFF – NONE**

**20. 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 anticipated litigation. 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 7:15pm.

On motion duly made and seconded in exempt session the group returned to open session at 7:46 pm.

**21. CLOSING STATEMENT**

Ms. DiMatteo read the following closing statement: *The next Meeting of the Authority will be a Public Meeting on Wednesday, July 26, 2023 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 7:47 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "M. Blandina", with a long horizontal flourish extending to the right.

Michael Blandina, Authority Secretary

MB/kld