



Berkeley Township MUNICIPAL UTILITIES AUTHORITY

42 Station Road
Bayville, NJ 08721
(732) 237-0100
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A Public Meeting of the Berkeley Township Municipal Utilities Authority was held on **Thursday, June 25, 2015** at 7:00 pm at the Berkeley Township Municipal Utilities Authority at 42 Station Road, Bayville, NJ 08721. Presided by Chairman Hale-present, Mr. Mullikin-present, Mr. Pizzi-present, Mr. Buscio-absent, Mrs. Davis-absent, Mr. Askew-absent.

Also present: Mr. Budesca-Attorney, Mr. Chiaravalle-Engineer, Mr. Waldron-Accountant and Mrs. Nugent-Executive Director.

Motion to approve the minutes from the Public Meeting on May 28, 2015: Mr. Pizzi, second, Mr. Mullikin. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Motion to approve the Executive Director's Report from the Public Meeting on May 28, 2015: Mr. Mullikin, second, Mr. Pizzi. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Motion to approve the Engineer's Report from the Public Meeting on May 28, 2015: Mr. Mullikin, second, Mr. Pizzi. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Motion to approve the Attorney's Report from the Public Meeting on May 28, 2015: Mr. Mullikin, second, Mr. Pizzi. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Treasurer's Report:

Mr. Mullikin stated Mr. Pizzi and Mr. Buscio reviewed the payroll and operating expenses for (05/30/15-06/26/15) four weeks. The payroll expenses were in the amount of \$32,171.55. The operating expenses were in the amount of \$96,444.14.

Motion to approve the Treasurer's Report: Mr. Pizzi, second, Mr. Mullikin. The motion was approved by voice vote. There were no "nay" reports. Motion Carried.

Executive Director's Report:

Approval of Well #4 Payment #1 \$18,300.00 – \$366.00 Retainage = \$17,934.00:

Mrs. Nugent requested of the Board approval for Payment #1 to AC Schultes for the Well #4/Phase I project. The total invoice is for \$18,300.00 less a 2% retainage of \$366.00 for the

Board's payment approval of \$17,934.00. Mrs. Nugent stated the Authority Attorney prepared the resolution. The Authority Engineer has reviewed the payment application and recommends the payment.

Motion to authorize Payment #1 to AC Schultes for Well#4/Phase I for \$17,934.00: Mr. Pizzi, second, Mr. Mullikin. All in favor. Roll Call. Mr. Mullikin-yes, Mr. Pizzi-yes, Mr. Hale-yes. Motion Carried.

Progress Report:

Mrs. Nugent referred to her Progress Report and highlighted the key topics:

- Phase IV - Crystal Lake Rehabilitation Center-NJDEP permit progressed to technical review
- Phase V – project complete and under budget – NJEIT de-obligated \$364,200.00 from loan program
- Sprint Cellular – possible cellular antenna tenancy on Station Road Tower-in progress
- Wire Transfer – \$40,000.00 wire to TD Bank was authorized toward debt service and the general account
- 2nd Quarter 2015 meter reading – completed
- Computer and server purchase – two quotes received
- USDA compliance review – July 15, 2015
- Hickory Farms – plans submitted for two wet taps
- Phase VI Public Hearing – July 23, 2015 at 6:00 pm
- New Jersey State League of Municipalities (NJSLOM) annual conference for November 17-19, 2015

Engineer's Report:

Well #4 Project:

Phase I – Test Well

Mr. Chiaravallo stated the pay application #1 was submitted which encompasses the site clearing, improvements to the site and the access road. Mr. Chiaravallo stated AC Schultes has installed the surface casing for Well #4 which is the upper casing. Mr. Chiaravallo added the inner and outer casings are scheduled to be installed next week (week of 06/29/15).

Phase II – Production Well

Mr. Chiaravallo stated CME continues to work with the NJDEP to progress the project application. The NJDEP requested additional information regarding the loan applications, planning documents, plans and specifications for the Production Well. Mr. Chiaravallo stated the NJDEP does not require a Public Hearing for the Production Well because a Public Hearing was held two years ago for the Phase I/Test Well project which included the whole scope of the well project. The Phase II/Production Well is progressing.

Phase VI Water Main Improvement Project:

Mr. Chiaravallo stated CME continues to work with the NJDEP to progress the project. The NJDEP requested additional information regarding the loan applications, planning documents, plans and specifications for the Phase VI water main installation. Mr. Chiaravallo stated the NJEIT considers the Phase VI project a Level II and requires a Public Hearing to be held due to new customers being added to the Authority's water system. This hearing is scheduled at 6:00 pm, July 23, 2015 which is the same day as the BTMUA Public Meeting. The Phase VI project is progressing.

Hickory Farms:

Mr. Chiaravallo stated the developer for the Hickory Farms/Phase III project submitted wet tap plans for CME's review. Mr. Chiaravallo stated CME will respond in a timely manner to expedite the project.

Accountant's Report:

Mr. Waldron stated in his report:

Cash Position Report for April:

Total All Cash Fund Balance:	\$4,206,726.38
Total Restricted Balances:	\$2,537,485.29
Total Fund Available for Disbursement:	\$1,669,241.09

Cash Position Report for May:

Total All Cash Fund Balance:	\$4,129,197.69
Total Restricted Balances:	\$2,611,793.68
Total Fund Available for Disbursement:	\$1,517,404.01

Mr. Pizzi referred to the Cash Position Report for May and questioned if the connection fees listed are inclusive of the residents in the Phase V area. Mrs. Nugent replied yes.

Attorney's Report:

No formal report.

Mr. Budesca reviewed the progress of the Phase V connection status. He discussed options available to those residents who have not fully connected at this point.

Committee Reports:

Old Business:

Mr. Mullikin suggested inviting the various community members, professionals, representatives from the local schools and new engineers to observe the drilling process for the Well #4/ Phase I site. Mr. Hale suggested the teachers from the Potters Creek Crusaders might be interested in observing for educational purposes. Mr. Mullikin offered to be the guest speaker to explain the well drilling process.

New Business:

No Report.


Motion to open the public portion: Mr. Pizzi, second, Mr. Mullikin. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Motion to close the public portion: Mr. Mullikin, second, Mr. Mullikin. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Motion to adjourn: Mr. Pizzi, second, Mr. Mullikin. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

The meeting was adjourned at 7:32 pm.

Respectfully Submitted,



Sandra J Walker
Office Clerk

The next meeting of the Berkeley Township Municipal Utilities Authority will be held on Thursday, July 23, 2015 at 7:00 pm at the Berkeley Township Municipal Utilities Authority located at 42 Station Road, Bayville, NJ 08721.