



**Berkeley Township**  
**MUNICIPAL UTILITIES AUTHORITY**

42 Station Road  
Bayville, NJ 08721  
(732) 237-0100  
Fax (732) 237-0638

A Public Meeting of the Berkeley Township Municipal Utilities Authority was held on **Thursday, August 27, 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-present, Mrs. Davis-present, Mr. Askew-absent.

Also present: Mr. Budesca-Attorney, Mr. Chiaravallo-Engineer, Mr. Conaty-Accountant, Mr. Blair-Chief of Operations and Mrs. Nugent-Executive Director.

Motion to approve the minutes from the Public Hearing for Phase VI on July 23, 2015: Mrs. Davis, second, Mr. Buscio. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Motion to approve the minutes from the Public Meeting on July 23, 2015: Mrs. Davis, second, Mr. Mullikin. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Motion to approve the minutes from the Executive Session on July 23, 2015: Mr. Buscio, second, Mrs. Davis. 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 July 23, 2015: Mrs. Davis, second, Mr. Buscio. 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 July 23, 2015: Mr. Buscio, second, Mr. Mullikin. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

Motion to approve the Accountant's Report from the Public Meeting on July 23, 2015: Mrs. Davis, second, Mr. Buscio. 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 July 23, 2015: Mrs. Davis, second, Mr. Buscio. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

### **Treasurer's Report:**

Mr. Buscio stated he and Mr. Pizzi reviewed the payroll and operating expenses for (07/25/15-08/28/15) five weeks. The payroll expenses were in the amount of \$31,323.02. The operating expenses were in the amount of \$77,447.40.

Motion to approve the Treasurer's Report: Mr. Mullikin, second, Mrs. Davis. All in favor. Roll Call. Mr. Mullikin-yes, Mr. Pizzi-yes, Mr. Buscio-yes, Mrs. Davis-yes, Mr. Hale-yes. Motion Carried.

### **Executive Director's Report:**

#### **Progress Report:**

- New Jersey State League of Municipalities (NJSLOM) Conference - NJSLOM is scheduled for November 17 - 19, 2015
- The Bid Opening for the Cellular Antenna Lease Space on Station Road is scheduled for September 9, 2015. Sprint will not enter a bid at this time
- Health Benefits Premiums - no increase in 2016 dental premiums - health benefit rates are not posted yet
- Two Computer Towers and Server Purchase - computers and server are fully installed - final cost \$9,378.40
- Ocean County Utilities Authority (OCUA) – may submit an application to connect to public water
- 2003 Ford Dump Truck - will request consideration of replacement truck in 2016 Budget
- Hickory Farms Two Wet Taps - contractor connected approved wet taps to a not approved dry main (installed without Authority knowledge in 2012) against Authority instruction. The contractor will cut and cap the pipe under the supervision of CME
- New Jersey Environmental Infrastructure Trust (NJEIT) Phase VI - NJEIT gave notification the Authority received an A+ credit rating from Standard & Poor's
- Wire Transfer - a \$75,000.00 wire was authorized from the Ocean First Revenue account into the TD Bank Debt Service account

### **Engineer's Report:**

#### **Well #4 Project: Phase 1 - Test Well**

Mr. Chiaravallo stated the test well construction is near completion. The system testing is scheduled to begin in early September. The initial testing of the water quality and pump production is very positive.

#### **Phase II - Production Well**

Mr. Chiaravallo stated the data from the test well system analyst will be incorporated into the allocation permits for the Production Well portion.

Phase VI Water Main Improvement Project:

Mr. Chiaravallo stated CME submitted all the permits to the NJDEP Bureau of Safe Drinking Water (BSDW) and the Ocean County Soil Conservation District (SCD). The NJDEP Environmental Decision Document was received. Mr. Chiaravallo added the Authority may be able to advertise the bid by the end of the year (2015).

Hickory Farms:

Mr. Chiaravallo stated CME met with and submitted a report to the contractor detailing the required cut and cap, the correct installation of a pipe deflection and the clean out of the valve. This work is anticipated to be scheduled soon and will be supervised by a CME inspector. All the required repairs will take place outside of the paved roadway and will not disturb any work performed for the Township.

**Accountant's Report:**

Mr. Conaty stated in his report:

Cash Position Report for July:

Total All Cash Fund Balance:	\$4,236,357.04
Total Restricted Balances:	\$2,608,069.90
Total Fund Available for Disbursement:	\$1,628,287.14

Mr. Conaty proposed to meet with the Finance Committee to consider a rate study.

**Attorney's Report:**

No formal report.

**Committee Reports:**

Old Business:

No Report.

New Business:

No Report.

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

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

**Executive Session:**

Motion to open Executive Session: Mrs. Davis, second, Mr. Mullikin. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Topics Discussed:

Annual Review for Three Employees  
Cellular Antenna Leases

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

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

Motion to approve annual review for Employee #1: Mr. Pizzi, second, Mr. Mullikin. All in favor. Roll Call. Mr. Mullikin-yes, Mr. Pizzi-yes, Mr. Buscio-yes, Mrs. Davis-yes, Mr. Hale-yes. Motion Carried.

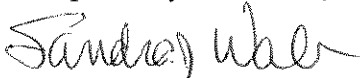
Motion to approve annual review for Employee #2: Mr. Pizzi, second, Mr. Mullikin. All in favor. Roll Call. Mr. Mullikin-yes, Mr. Pizzi-yes, Mr. Buscio-yes, Mrs. Davis-yes, Mr. Hale-yes. Motion Carried.

Motion to approve annual review for Employee #3: Mr. Pizzi, second, Mr. Mullikin. All in favor. Roll Call. Mr. Mullikin-yes, Mr. Pizzi-yes, Mr. Buscio-yes, Mrs. Davis-yes, Mr. Hale-yes. Motion Carried.

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

The meeting adjourned at 8:16 pm.

Respectfully Submitted,



Sandra J Walker  
Office Clerk

The next meeting of the Berkeley Township Municipal Utilities Authority will be held on Thursday, September 24, 2015 at 7:00 pm at the Berkeley Township Municipal Utilities Authority located at 42 Station Road, Bayville, NJ 08721.