



## **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, **April 27, 2023** at 7:00 pm at the Berkeley Township Municipal Utilities Authority at 42 Station Road, Bayville, NJ 08721. Presided by Chairman Hale-present, Jerome Bollettieri-absent, Richard Elliott-absent, Samuel Cammarato-present, Denise Pellecchia-present at 7:09 pm, William McGrath-present, Frederick Bekiarian-present.

Mr. Hale stated Commissioners McGrath and Bekiarian will be seated as voting members for tonight's meeting.

Also present: Robert Budesca-Attorney, Keith Chiaravallo-Engineer, Mackenzie Binder-Engineer, Brian Waldron-Accountant and Michele Nugent-Executive Director.

After the salute to the flag, Ms. Del Conte read the Open Public Meeting Statement.

Motion to approve the Public Meeting Minutes and the following reports from the meeting on March 23, 2023: Samuel Cammarato, second, William McGrath. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

- Executive Director's Report
- Engineer's Report
- Attorney's Report

Motion to approve the Special Working Meeting Minutes from the meeting on April 17, 2023: Samuel Cammarato, second, William McGrath. The motion was approved by voice vote. There were no "nay" votes. Motion Carried.

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

Mr. Samuel Cammarato stated for the five week period (03/25/23-04/28/23) the payroll expenses totaled \$45,189.67 and the operational expenses totaled \$73,940.80.

Samuel Cammarato and Richard Elliott reviewed the five weeks.

Motion to approve the Treasurer's Report: Frederick Bekiarian, second, William McGrath. The motion was approved by voice vote. There were no "nay" votes. Motion Carried. Denise Pellecchia abstained.

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

#### **Committee assignments:**

Mrs. Nugent read the assigned committee positions and stated the first name referenced will be the Chairperson for that committee as follows:

- Engineering Committee: Jerome Bollettieri and William McGrath
- Personnel Committee: Samuel Cammarato and Michael Hale
- Safety Committee: Richard Elliott and Denise Pellecchia
- Finance and Budget Committee: Frederick Bekiarian and Jerome Bollettieri
- Legal Committee: Denise Pellecchia and Samuel Cammarato
- Buildings and Grounds Committee: William McGrath and Frederick Bekiarian

Motion to appoint committee positions: Samuel Cammarato, second, William McGrath. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Appointment of New Jersey Utility Authority Joint Insurance Fund (NJUAJIF) Representative Richard Elliott:

Motion to appoint Richard Elliott to serve as the NJUAJIF Representative. The Alternate representative will be served by Mrs. Nugent: Samuel Cammarato, second, William McGrath. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Ocean First Bank signature cards:

Mrs. Nugent requested of the Board authorization to execute and file new signature cards with Ocean First bank.

Motion for authorization, execution and filing of signature cards and banking authorization agreements with Ocean First Bank: Frederick Bekiarian, second, William McGrath. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Commissioner Pellecchia arrived to the meeting at 7:09 pm.

TD Bank signature cards:

Mrs. Nugent requested of the Board authorization to execute and file new signature cards with TD Bank.

Motion for authorization, execution and filing of signature cards and banking authorization agreements with TD Bank: Samuel Cammarato, second, William McGrath. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

Discussion: Require in-person attendance at public meetings unless quorum requirement:

Mrs. Nugent stated there was a discussion at the prior meeting to consider requiring in-person attendance at public meetings. The Board will continue to allow phone/virtual attendance at public meetings.

**Accountant’s Report:**

Mr. Waldron presented the March 2023 Cash Position Report:

Cash Position Report for March:

Total All Cash Fund Balance:	\$6,032,389.19
Total Restricted Balances:	\$3,719,067.10
Total Fund Available for Disbursement:	\$2,313,322.09

Mr. Waldron stated he met with the Finance Committee on April 24, 2023 to discuss the connection fee calculation and the five-year draft rate study.

Connection fee calculation:

Mr. Waldron provided the Board with a draft of the connection fee calculation. This is a statutory calculation which is required to be performed annually. Mr. Waldron stated the Authority's current base connection fee is \$2,000.00. The calculation proves the Board can raise the base connection fee rate up to and no more than \$6,098.00.

Five-year rate study:

Mr. Waldron provided the Board with a five-year estimate which reflects the current state of operations. He then presented additional scenarios which included the Phase VII revenue and debt service. The report presented several planning options for consideration. The Board had a lengthy discussion regarding the topic.

**Engineer's Report:**

Phase VII Water System Improvements:

Mr. Chiaravallo stated the Phase VII Authorization to Advertise is pending approval from the NJDEP and the NJDOT.

Northern Boulevard Tank Rehabilitation:

Mr. Chiaravallo stated the Tank Rehabilitation project Authorization to Advertise is pending approval from the NJDEP. Mr. Chiaravallo stated the Construction Phase Services Agreement was submitted to the NJDEP.

Solar Energy System Feasibility Study:

Mr. Chiaravallo stated CME attended a meeting with the Solar and Engineering Committees to review options for the installation of solar panels. This matter will be discussed further with the Committees in May.

**Attorney's Report:**

No Report.

**Committee Report:**

Old Business:

No Report.

New Business:

No Report.

Motion to open the public portion: Samuel Cammarato, second, William McGrath. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

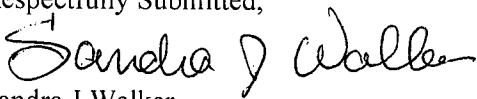
Mr. Hale stated there are no members of the general public in attendance.

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

Motion to adjourn: Samuel Cammarato, second, William McGrath. The motion was approved by voice vote. There were no “nay” votes. Motion Carried.

The meeting adjourned at 8:55 pm.

Respectfully Submitted,

  
Sandra J Walker  
Office Clerk

The next meeting of the Berkeley Township Municipal Utilities Authority will be held on Thursday, May 25, 2023 at 7:00 pm at the Berkeley Township Municipal Utilities Authority located at 42 Station Road, Bayville, NJ 08721.