

05/27/10

Chairman Allmann called the meeting to order.

Flag Salute

Administrative Assistant read the following statement: "My name is Joan Haltigan, Administrative Assistant of the Jackson Township Municipal Utilities Authority. It is 5:30 p.m. and we will commence with the public portion of the regularly scheduled Public Meeting of May 27, 2010."

Chairman Allmann requested a roll call.

The May 27, 2010 Public Meeting of the Jackson Township Municipal Utilities Authority was called to order at 5:30 P.M. Present were Members Blake, Borys, Clayton, Rickabaugh, Chairman Allmann, Alternate Member Cladek, along with the Assistant Executive Director, James Diaz, Administrative Assistant, Joan Haltigan, Executive Director, David Harpell and Principal Engineer, Earl Quijano. Also in attendance were Authority Engineer, Alan Dittenhofer and Authority Counsel, William Hierung. Alternate Member Lundy arrived at 5:45 P.M.

As Administrative Assistant I publicly announce that in compliance with the provisions of the "Open Public Meetings Act," adequate notice of the Public Meeting has been advertised in the manner prescribed by law, and that this statement would be entered in the minutes of this meeting.

1. Approval of the Minutes of the Open Session Public Meeting of April 22, 2010.

Mr. Borys made a motion to approve the minutes of the Open Session Public Meeting of April 22, 2010. Mrs. Clayton seconded the motion and was passed unanimously.

2. Questions/Comments from the Public

3. Review of Executive Director's Report  
Engineering Committee Report  
Public Relations Committee Report  
Administrative Committee Report

Mr. Harpell discussed the following items from the Executive Director's April report.

- Mr. Harpell stated the Engineering Committee has been discussing for a few years the possibility of installing solar panels at the Hyson Road Water Treatment Plant. It was stated that the Authority presently spends approximately \$200,000.00 per year on power at Hyson Road and this would be a means to get these costs under control. Chairman Allmann stated that a third party would own and operate the system and there would be no capital outlay. Mr. Borys noted, that if approved, he recommended that the Authority submit a public relations release. It was also noted that Authority may eventually propose solar for the Manhattan Street Water Treatment Plant.

- Mr. Harpell discussed the grand opening of the new Manhattan Street Water Treatment Plant noting the Public Relations Committee will be meeting this evening to discuss the possibility of the ceremony being held on June 23, 2010. The Board agreed on June 23<sup>rd</sup> at 1:00 P.M.
- The next MUAA meeting will be held on June 10, 2010 at 6:30 P.M. Please let Joan or I know if you would like to attend.
- Mr. Harpell discussed the Freedom Award Nominee Luncheon being held on June 9, 2010 in Holmdel. Thomas Patrick, the employee who nominated the Authority for this award, cannot make the luncheon but Chairman Allmann and Mr. Harpell will be attending.
- Mr. Harpell stated that good news was received from the State with regards to their position on NJ American Water Company depleting Jackson's Vincentown wells noting that this matter should be resolved shortly.

### **Administrative Committee Report**

Mr. Harpell stated that there was no Administrative Committee Meeting this month.

### **Public Relations Committee Report**

Public Relations Committee will be meeting briefly this evening to discuss the grand opening of the new Manhattan Street Water Treatment Plant.

### **Engineering Committee Report**

Mr. Quijano discussed the following:

- Closeout and Release of Performance Bond to D&D Utility Contractors, Inc. for the Water/Sewer Emergency Repair and Service Work, Contract No. C9-94537. They have completed all their closeout documents. The Authority has reviewed and is recommending approval on this release.
- Establishing the Developer Contribution rates for the new IMG elevated water storage tank for future residential, commercial and industrial development in the southeast quadrant of town. The developer contributions are for the reimbursement of the \$3.58 million construction costs of the IMG Elevated Storage Tank on South Hope Chapel Road. The Authority has established the rates to be \$1,267.32 per unit for a residential development. Commercial and Industrial development will be based on project demand and multiplied by a fire flow protection factor, then multiplied by \$3.58/gal. Mr. Harpell noted this is a reduction from the original costs and is for the Southeast Quadrant only.
- Authorization of the Execution of WQM-003. The OCUA is rehabilitating NPS-5, which is located in Jackson. The DEP has requested that the JTMUA sign this consent form.

With no questions, Mr. Quijano concluded the Engineering Report.

## **DEVELOPER PROJECT**

Mr. Alan Dittenhofer of Remington, Vernick & Vena Engineers discussed the following noting there are no new development applications this evening:

- Water Performance Guarantee Release for Pineview Estates. We recommended this release in our May 17, 2010 letter to the Board.
- Harmony Bank Release of a Water/Sewer Performance Guarantee. We recommended this release in our May 17, 2010 letter to the Board.

#### 4. Assistant Executive Director's Report Finance Committee Report Personnel Committee

Mr. Diaz stated that the Finance Committee met on Tuesday, May 25, 2010. The total dollars presented on the bill list was \$1,531,023.57. The funds were drawn from the following accounts:

1. Capital Reserve Fund in the amount of \$241,904.09 for Capital Projects;
2. NJEIT Project Fund in the amount of \$135,488.51 for NJEIT Projects;
3. Escrow Funds in the amount of \$9,503.29 for Developer Work;
4. Customer Deposit in the amount of \$4,280.44 for Deposit Refund;
5. Revenue General Fund in the amount of \$1,139,847.24 for Operating Expenses.

Mr. Diaz stated that the operating expense of \$1,139,847.24 includes \$200,000.00 for funding the payroll account and \$709,080.00 for OCUA's 2<sup>nd</sup> quarter 2010 installment.

- Mr. Diaz discussed the capital purchase on the agenda this evening for a tow behind compressor with air hammer and accessories in the amount of \$15,135.00 under JTMUA Contract No. C0-00035 from New Jersey Rents. It was noted this piece of equipment is much needed in the field. The Finance Committee has recommended approval on this purchase.
- Mr. Diaz stated the Authority met with representatives from Maple Glen to discuss the proposed rates and calculations for this year. It was noted that per calculations there would be a reduction of approximately \$2,700.00 per quarter. The Authority believes that in the best interest of Maple Glen to keep the rate as is and any excess revenues resulting from Maple Glen will go back into their system for some necessary improvements. The Authority already has the account for depreciation, which is earning interest. Mr. Diaz noted that per the statutes, it is not necessary to have a formal rate hearing since the rates will not change and the Authority's Rules and Regulations do not require an annual rate hearing.
- Mr. Diaz stated that Six Flags Great Adventure Bankruptcy is moving forward.
- Mr. Diaz stated the Authority opened an account with Shore Community Bank for a (5) five year CD at 3.25% for the Great Adventure Closure Account. The money was transferred today since the rate is going to drop to 2% by tomorrow. It was noted there is no early withdrawal fee for the (5) five year CD.

**PERSONNEL**

- Mr. Diaz discussed the voluntary demotion for an Authority employee. The Personnel Committee has reviewed and is recommending approval of the resolution.
- Mr. Diaz stated that an employee has recently retired and the Authority will be looking to replace this individual. The Authority is requesting to start the process of replacing this individual and will ratify next month.

5. Consent Resolutions 2010-80 to 2010-82

2010-80 Resolution Ratifying Cash Management Report for April 2010.

2010-81 Resolution Granting a Water Performance Guarantee Release to Eugene Enterprises, Inc. for Pineview Estates, Block 18702, Lots 4-5 & 36-39 (Formerly Block 38, Lot 19).

2010-82 Resolution Granting a Performance Bond Release for Water and Sewer to Harmony Bank, Block 6507, Lots 11 & 12.

Mrs. Rickabaugh made a motion to approve Resolutions 2010-80 to 2010-82. Mrs. Clayton seconded the motion and it was passed unanimously.

6. Resolutions Offered:

2010-83 Resolution Authorizing Payment of Vouchers, Deposit Refunds and Payroll.

Mrs. Blake made a motion to approve Resolution 2010-83. Mrs. Clayton seconded the motion and it was passed unanimously.

2010-84 Resolution Establishing Developer Contributions for the Authority's New Southeast Quadrant 1 MG Elevated Water Storage Tank.

Mrs. Rickabaugh made a motion to approve Resolution 2010-84. Mr. Borys seconded the motion and it was passed unanimously.

2010-85 Resolution Authorizing Closeout and Release of Performance Bond for Water/Sewer Emergency Repair and Service Work, Contract No. C9-94537 with D&D Utility Contractors, Inc.

Mrs. Blake made a motion to approve Resolution 2010-85. Mr. Borys seconded the motion and it was passed unanimously.

2010-86 Resolution Authorizing Execution of Consent to the Ocean County Utilities Authority Treatment Works Approval Application to the New Jersey Department of Environmental Protection.

Mrs. Blake made a motion to approve Resolution 2010-86. Mrs. Rickabaugh seconded the motion and it was passed unanimously.

2010-87        Resolution Authorizing the Payment to Jersey Rents in the Amount of \$14,735.00 Plus \$400.00 Freight for a Total of \$15,135.00 Pursuant to Contract C0-00035 for a Compressor and Related Equipment.

Mr. Borys made a motion to approve Resolution 2010-87. Mrs. Clayton seconded the motion and it was passed unanimously.

2010-88        Resolution Authorizing Award of Engineering Services Contract No. C0-04836 to T&M Associates for Solar Electrical Renewable Energy System at the Hyson Road Water Treatment Plant in an Amount Not to Exceed 53,850.00.

Mr. Borys made a motion to approve Resolution 2010-88. Mrs. Clayton seconded the motion and it was passed unanimously.

2010-89        Resolution Authorizing Voluntary Demotion of Authority Employee.

Mrs. Rickabaugh made a motion to approve Resolution 2010-89. Mrs. Clayton seconded the motion and it was passed unanimously.

There was no closed session.

#### 7. Other Matters

With no further matters to discuss, Mrs. Rickabaugh made a motion to adjourn. Mrs. Blake seconded the motion and it was passed unanimously. Chairman Allmann declared the May 27, 2010 Public Meeting adjourned.

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End of Minutes