

July 24, 2008

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 regular scheduled Public Meeting of July 24, 2008."

Chairman Allmann requested a roll call.

The July 24, 2008 Public Meeting of the Jackson Township Municipal Utilities Authority was called to order at 5:30 P.M. Present were Members Blake, Clayton, Rickabaugh and Chairman Allmann, Alternate Member Garofano along with the Business Administrator, James Diaz, Administrative Assistant, Joan Haltigan and Executive Director, David Harpell. Also in attendance were Authority Engineer, Alan Dittenhofer and Authority Counsel, William Hiering. Chairman Allmann stated that Mr. Borys and Mr. Lundy were excused.

Administrative Assistant stated that this meeting was in compliance with the provisions of the "Open Public Meetings Act," with adequate notice of the Public Meeting having 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 June 26, 2008 Maple Glen Rate Hearing.

Mrs. Rickabaugh made a motion to approve the minutes of the June 26, 2008 Maple Glen Rate Hearing. Mrs. Blake seconded the motion and was passed unanimously.

2. Approval of the Minutes of the Open Session Public Meeting of June 26, 2008.

Mrs. Blake made a motion to approve the minutes of the Open Session Public Meeting of the June 26, 2008. Mrs. Rickabaugh seconded the motion and was passed unanimously.

3. Questions/Comments from the Public

Chairman Allmann opened the floor to the public.

With no one present from the public, Chairman Allmann closed the public portion of this meeting and stated that he would reopen if a member of the public should arrive.

At this time, Chairman Allmann presented an award from the Board and Authority Staff to Mr. Charles Garofano for his years of dedication to the Jackson MUA. Mr. Garofano thanked the Board, Staff and Professionals for their work at the Authority.

4. 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 report.

- Mr. Harpell notified the Board that the Association of Environmental Authorities Annual Meeting will be held November 18th and 19th and we would like to register any attendees by September 1st. Please let Joan or I know if you would like to attend and there should be an agenda available by our next public meeting.
- Mr. Harpell stated that there was a meeting with the Township regarding the MUA's potential acquisition of the Legler Water System. It was decided to discuss this further in closed session. Discussion continued regarding high water usage in the Legler System. New Jersey American offered to do a limited leak location survey at no charge but they were unable to locate the problem so we will go back and check the meter. It was noted that they are about to exceed their allocation and for no apparent reason when compared to the historical usage. The Authority will continue to look into this matter.

The Authority has been discussing with the Finance Committee over the last year the intention of eliminating the municipal rate. The Township has requested that we eliminate the municipal rate for usage and simply waive connection fees for Township facilities since they are waiving many permit fees for the Authority. Mr. Harpell stated that the plan was to propose this as part of the next rate hearing but the Township would like to have the Municipal Complex on the system as soon as possible. As such, the Authority has an Agreement with the Township on the agenda for this evening whereby the connection fees would be waived for Township facilities, excluding irrigation usage, and the Township will be paying the normal customer rate effective the 2008 rate hearing.

- The next item discussed was the logo contest noting that the proofs have not yet been received but should have something before the next public meeting.
- The next item discussed was fuel oil for generators. Mr. Harpell stated that the Authority has been purchasing fuel oil in 1,000-gallon increments but because of the current price of fuel, vendors will not commit to a future price so a resolution can be approved. The Authority would like to make the Board aware that we will get multiple prices when purchasing fuel but it does appear feasible to do by resolution. It was noted that the County was contacted and there is no availability of fuel through the co-op pricing.
- Mr. Harpell discussed the purchase this month for an automatic overboard for Well No. 15. It was noted there was a problem last year with this well pumping sand. It has been working better since but it should be overboarded for approximately 20 minutes each time it is started to prevent sand from entering the system. Since this is a time consuming process, an automatic overboard is proposed and ABS Electric submitted the lowest quote of \$5,850.00 for this work. It was also noted that provisions to minimize future surges in the system is also included in the quote for this work. This would eliminate any future water hammers and would be an improvement to the well at Hyson.

- Mr. Harpell discussed the purchase this month for caustic pump for the Hyson Water Treatment Plant. The Authority would like to try a new ceramic pump, which is resistant to caustic. If the new type pump is successful, it would be installed in the new Manhattan Street Water Treatment Plant. The Authority is requesting the Board's approval this evening to purchase this new pump.
- Mr. Harpell noted that some of the checklists have been returned for the contents of the meeting packages and will start customizing for future packages. Mr. Harpell and Mr. Diaz will work on getting the information available electronically.

Engineering Committee Report

The Engineering Committee met on July 22, 2008 and Mr. Harpell discussed the following items this month.

ACTION ITEMS

- Manhattan Street Water Treatment Plant Media Purchase, Contract No. C8-00020, Approving Final Change Order No. 1 to A.C. Schultes, Inc. in the credit amount of \$15,690.00. The Authority did not use all the spare parts in the contract and will look to close the contract out next month.
- Dublin Road Pump Station, Block 2201, Lot 27 granting a performance bond release. This is the new pump station on Jackson Mills Road. All the work has been completed and we are ready to release the performance bond release. There was one issue with settlement a concern so there will be longer maintenance period.
- Heartbark Hotel, Block 12301, Lot 13, Granting Preliminary, Tentative and Final Water Approval. The applicant wishes to connect to the Authority facility by utilizing an existing 1" water stub that was provided to this property as part of the Bennetts Mills Road Water Transmission Main Extension project.
- Jackson Valley, Block 10401, Lot 5, Block 11201, Lots 8, 10, 13, 14, & 15, Block 17802, Lot 57, Preliminary Approval Time Extension and Reauthorizing Execution of State Permits. The Authority granted Jackson Valley authorization in 2007. They had some delays with the NJ Pinelands Commission and need a time extension to their prior approval
- 2008 SmartMeter Water Meter Acquisition, Contract C8-00023A – Authorizing Closeout. These are the irrigation meters purchased for Westlake, which are presently being installed. Delta Engineering Sales, LLC has fulfilled their contractual obligations and would like to closeout this project.
- Mr. Harpell stated that the Manhattan Street Water Plant went out to bid last Friday. The bid for the water tank for Liberty High School will be approved over the next two weeks. It was noted that there is a lot of interest in the project, due to current economic conditions.

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

Mr. Jeff Steiger of Remington, Vernick & Vena Engineers discussed the following development applications on the Engineers Report dated July 21, 2008 and requesting approval from the Board.

- Grande Blvd is a six-lot subdivision on the eastern side of Grande Blvd on the intersection of Grande and Bowman Road. The applicant proposes to connect to the existing water and sanitary sewer main. We recommend preliminary water and sewer approval.
- Miele Farms offsite sanitary sewer. They are proposing to extend the sewer from Route 571 at the intersection of Brentwood Avenue. We recommend preliminary sewer be granted for that application.
- Leigh Realty Company for Jackson Commons Offsite Water and Sewer. The applicant is asking for an extension of time for tentative approval they have already received. In reviewing the plans there are some minor changes we are recommending to approve an amended water and sewer approval for that application.

Public Relations Committee Report

Mr. Harpell stated that the Public Relations Committee would be meeting later this evening to discuss some ideas for Jackson Day 2008. Mr. Diaz will discuss in his report an established budget for Jackson Day, noting there is a resolution on the agenda this evening for approval of \$5,000.00 expenditure to purchase items but anticipating that not all of that money will be used. It was also noted that Mr. Lundy had indicated last month that the Authority should look to do some more public relations and the staff will look into reintroducing a newsletter. The Committee will keep the Board informed.

Administrative Committee Report

Mr. Harpell stated that the Administrative Committee did not meet this month.

5. Business Administrator's Report
Finance Committee Report
Personnel Committee

Mr. Diaz stated that the Finance Committee met on Monday, July 21, 2008, discussing and recommending approval of items on the agenda this evening. The Finance Committee reviewed the bills and the total voucher list amount submitted this evening in the amount of \$532,651.69 with the funds being drawn against the following accounts:

1. Capital Reserve Fund in the amount of \$77,685.43 for Capital Projects;
2. Manhattan Street Project Fund in the amount of \$763.40;
3. Escrow Funds in the amount of \$52,793.75 for Developer Work;
4. Revenue General Fund in the amount of \$401,409.11 for Operating Expenses.

Mr. Diaz stated that the operating transfer of \$401,409.11 includes \$200,000.00 for funding the Payroll account, which is higher than usual because there are five payrolls in August.

- Mr. Diaz discussed the 2004A Bond Arbitrage Calculation. The Authority is required by the bonds to perform this arbitrage calculation every five years, which includes the year the bonds were issued. We received a proposal from Jump, Scutellaro and Company who was the other firm who submitted a proposal for auditing services in 2008. The amount to perform this calculation is \$3,250.00 under Contract No. C8-00051. The Finance Committee discussed this and is recommending approval this evening.

Mr. Diaz discussed the resolution on the agenda this evening for Jackson Day appropriation of \$5,000.00. Items have been chosen and will be presented to the Public Relations Committee this evening for their approval. The resolution presented this evening would give us a spending limit so we may start purchasing these items prior to September. It was further noted that some of the items chosen and we were getting prices on were a water wheel, which promotes water conservation for the adults and a collapsible flyer with pouch for the children. It was also mentioned that we were trying to get information on educational items on how the water system works to use as a display at Jackson Day.

Personnel Committee Report

Mr. Diaz stated that due to no action items this month, the Personnel Committee did not meet.

Chairman Allmann asked Mr. Harpell to elaborate on the on-going discussions with Toms River MUA regarding a potential increase in permitted sewage flow. Mr. Harpell indicated that the sewer master plan is projecting in excess 900,000 gallons per day of flow for the central service area at build out conditions. Right now the only spot we can send sewage from this area is down Whitesville Road through Toms River MUA. In discussions with TRMUA and the Engineering Committee there is the possibility of expanding the permitted flow to 600,000 per day. TRMUA is agreeable but wants to make sure there is no impact on their downstream facilities and would like to do a flow study. It was noted that the TRMUA received a price to do the flow study and JRJ Properties is willing to pay for work since they are the main beneficiaries for this additional flow. TRMUA would like to be assured that the JTMUA Board is aware of and in favor of this project, noting that there will be no expenditures from the JTMUA. Chairman Allmann stated that he is in favor and recommends this flow study. The Board concurred. Chairman Allmann stated that discussions are in progress of sending the balance of the build-out flows to Manchester via a potential interconnection at the end of South Hope Chapel Road. It Manchester can provide up to 300,000 GPD plus up to 600,00 from TRMUA, that will essentially provide for the Authority's long term needs for potential sewer demand in the Central Service Area. The Board concurred.

At this time, Chairman Allmann entertained a motion to accept all the reports this evening. Mrs. Blake made a motion to approve. Mrs. Clayton seconded the motion and it was passed unanimously.

6. Consent Resolutions 2008-152 to-2008-160

2008-152 Resolution Ratifying Cash Management Report for June 2008.

- 2008-153 Resolution Granting Preliminary Sewer Approval to Miele Farms Offsite Sewer System, Routes 571 & 547 within the Township of Jackson.
- 2008-154 Resolution Granting Preliminary Approval Time Extension and Reauthorizing Execution of State Permits for Jackson Valley, Block 10401, Lot 5, Block 11201, Lots 8, 10, 13, 14 & 15 and Block 17802, Lot 57 (A/K/A Block 6, Lot 4.04, Block 7, Lots 13, 28,01, 35, 47, 48 & 49) on the Tax Map of the Township of Jackson.
- 2008-155 Resolution Granting Preliminary, Tentative and Final Sewer and Water Approval for Heartbark Hotel, Block 12301, Lot 13 (A/K/A Block 83, Lot 23.03) on the Tax Map of the Township of Jackson.
- 2008-156 Resolution Granting Preliminary Sewer and Water Approval to Grande Boulevard Subdivision, Block 19703, Lot 28 on the Tax Map of the Township of Jackson.
- 2008-157 Resolution Granting Amended Tentative Sewer and Water Approval to Jackson Commons, Raimondo Road Water and Sewer Extensions with the Township of Jackson.
- 2008-158 Resolution Authorizing the Waiver of Connection Fees for the Township of Jackson in Relation to their Connecting to the Authority's Water & Sewer Facilities and Further Authorizing an Agreement to Continue to Waive Said Fees for a Period up to a Maximum of Ten (10) Years Based on the Township's Waiver of Road Opening and Various Permit Fees for the Authority.
- 2008-159 Resolution Granting a Performance Bond Release to Jackson Development Co., LLC/VISTA Center Associates for Dublin Road Regional Pump Station Block 2201, Lot 27 (A/K/A Block 147.02, Lot 61.01) on the Tax Map of the Township of Jackson.
- 2008-160 Resolution Authorizing Closeout of 2008 SmartMeter Water Meter Acquisition, Contract No. C8-00023A with Delta Engineering Sales, LLC.

Mrs. Rickabaugh made a motion to approve Resolutions 2008-152 through 2008-160. Mrs. Blake seconded the motion and it was passed unanimously.

7. Resolutions Offered:

- 2008-161 Resolution Authorizing Payment of Vouchers, Deposit Refunds & Payroll.

Mrs. Blake made a motion to approve Resolution 2008-161. Mrs. Clayton seconded the motion and it was passed unanimously.

2008-162 Resolution Approving Final Change Order No. 1 to A.C. Shultes, Inc. for Manhattan Street Water Treatment Plant Media Purchase, Contract No. C8-00020, in the Credit Amount of (\$15,690.00).

Mrs. Clayton made a motion to approve Resolution 2008-162. Mrs. Blake seconded the motion and it was passed unanimously.

2008-163 Resolution Authorizing Award of 2004A Bond Arbitrage Calculation, Contract No. C8-00051 to Jump, Scutellaro and Company, L.L.P. in an Amount Not to Exceed \$3,250.00.

Mrs. Rickabaugh made a motion to approve Resolution 2008-163. Mrs. Blake seconded the motion and it was passed unanimously.

2008-164 Resolution Authorizing the Appropriation of \$5,000.00 for the Jackson Day 2008 Celebration.

Mrs. Clayton made a motion to approve Resolution 2008-164. Mrs. Rickabaugh seconded the motion and it was passed unanimously.

2008-165 Resolution Awarding a Contract to ABS Electric, Inc. Under Contract No. C8-00050 In the Amount of \$5,850.00 for the Modifications of Well No. 15 Control Circuit.

Mrs. Blake made a motion to approve Resolution 2008-165. Mrs. Rickabaugh seconded the motion and it was passed unanimously.

2008-166 Resolution Awarding a Contract to Geiger Pump and Equipment Company under Contract No. C8-00052 in the Amount of \$4,875.00 for the Replacement of Pulsafeeder Eclipse Pump.

Mrs. Blake made a motion to approve Resolution 2008-166. Mrs. Rickabaugh seconded the motion and it was passed unanimously.

Mr. Harpell discussed a situation on County Line Road where the hydrants needed to be moved back by approximately 40 feet. It appears that the relocation would have blocked an emergency access so there was a request to move the hydrant to the back of the Jackson Mills Fire Company where there would be better access for the fire company. The issue is that the cost is approximately \$6,200 for Lucas Brothers to do the work. Mr. Harpell recommended that the Authority split the cost for the relation work, which appears to be fair. Mrs. Rickabaugh made a motion to approve the cost of the job being split between the MUA and the Jackson Mills Fire Company. Mrs. Blake seconded the motion and it passed unanimously. Chairman Allmann abstained.

2008-167 Closed a) Closed Statement
 b) Back to Open – Opening Statement & Roll Call

At 5:55 PM, Chairman Allmann requested a motion to go to closed session. Mrs. Rickabaugh made a motion to close under Resolution 2008-167. Mrs. Clayton seconded the motion and it was passed unanimously.

Based on a motion made in closed session, the Administrative Assistant stated that it was approximately 6:15 p.m., and that we would continue with the public portion of the regular scheduled meeting of the Open Session of the July 24, 2008 Public Meeting.

8. 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 July 24, 2008 Public Meeting adjourned.

End of Minutes

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