THE JACKSON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

Open Meeting Minutes
June 26, 2025, 5:30PM

The Public Meeting of June 26, 2025, was called to order by Vice Chairman Lewis Wildman. The meeting is being held in-person, including public participation, but for the record, this meeting is also being conducted by telephonic conference.

PLEDGE OF ALLEGIANCE: Vice Chairman Lewis Wildman led the Commissioners in the Pledge of Allegiance.

The Open Public Meetings Act notice was read into the record by Heather Famelio, Executive Assistant. It was noted that for the record that this Public Meeting is being held in-person but was also advertised as being held via teleconference on the Authority's website. The meeting is being recorded. If any remote participant is disconnected, please dial back in. For any public participating remotely, you will be muted until the Chairman opens this meeting for any public comment. All participants will be asked to identify themselves.

ROLL CALL:

THE BOARD OF COMMISSIONERS

Karen Bressi, Secretary	Present
Richard Egan, Assistant Secretary/Treasurer	Present - Excused
Janet Longo, Treasurer	Present
Todd Porter, Chairman	Present - Excused
Lewis Wildman, Vice-Chairman	Present
Gregory Stafford-Smith, Alternate II	Present
Josh Vann, Alternate I	Present

OTHER ATTENDEES:

PROFESSIONALS

Attorney – Michael J. McKenna, Esq.	Present
Consulting Engineer – Pamela Hilla, PE	Present

AUTHORITY STAFF

James Diaz, Asst. Executive Director/Dir. of Finance	Present
Earl Quijano, Principal Engineer	Present
Heather Famelio, Executive Assistant	Present

Present from the public were Christopher Gotz and Christopher Parks.

OPENING STATEMENT:

As Executive Assistant, I publicly announce that in compliance with the provisions of the "Open Public Meetings Act" adequate notice of this Public Meeting has been advertised in the manner prescribed by law.

This statement shall be entered into the Minutes of this meeting.

APPROVAL OF MINUTES:

Approval of the Minutes of the Maple Glen Rate Hearing of May 22, 2025:

Moved:	Commissioner	Bressi
Second:	Commissioner	Stafford-Smith
Vote:	Unanimous	
Abstain:	None	

Approval of the Minutes of the Open Session Meeting of May 22, 2025:

Moved:	Commissioner	Bressi
Second:	Commissioner	Longo
Vote:	Unanimous	
Abstain:	None	

QUESTIONS/COMMENTS/WRITTEN CORRESPONDENCE FROM THE PUBLIC:

At this time, Vice Chairman Lewis Wildman stated that there were no public comments or written correspondence but will leave the meeting open for the balance of the meeting.

Please hold off on any questions or comments until recognized and you will be asked to state your name.

Vice Chairman Lewis Wildman left the public session open until the voting session.

REPORTS:

EXECUTIVE DIRECTOR'S REPORT

Empower – Updated Plan Document

We were notified from our Empower representative that they have an updated Plan Document that was effective 10/2/2024. Approval is required by the Board and the fully executed copy needs to be sent to the NJ DCA by 7/31/2025.

Drought Status Update

The Authority receives regular notification from the New Jersey Department of Environmental Protection (NJDEP) informing of the current drought status. The NJDEP released a notification on 06/11/2025 that indicated Statewide Drought Warning was lifted during the week. The Coastal South drought region was moved to a Drought Watch due to persistent deficits in groundwater and stream flow.

The Authority will continue to monitor the drought status and will continue to follow the State guidelines

ADMINISTRATIVE AND PUBLIC RELATIONS COMMITTEE REPORT

There weren't any **Administrative & Public Relations Committee** meetings to report on this evening.

PRINCIPAL ENGINEER'S REPORT

Mr. Quijano reported there were **no action items** for discussion this evening from the Engineering Committee.

CONSULTING ENGINEER'S REPORT

On behalf of Remington and Vernick Engineers, Mrs. Pamela Hilla reported on the following developer approval this evening:

Resolution of the Jackson Township Municipal Utilities Authority Granting Preliminary and Tentative Sewer and Water Approval to **Bais Medrash of Jackson**, Block 6401, Lots 21 and 22, on the Tax Map of the Township of Jackson. Recommending Preliminary and Tentative Sewer and Water Approval per our office's June 20, 2025, letter to the office of the Executive Director.

Resolution of the Jackson Township Municipal Utilities Authority Granting Preliminary and Tentative Sewer and Water Approval to **Cook Road Subdivision**, Block 4901, Lot 1, on the Tax Map of the Township of Jackson. Recommending Preliminary and Tentative Sewer and Water Approval per our office's June 20, 2025, letter to the office of the Executive Director.

Resolution of the Jackson Township Municipal Utilities Authority Denying Preliminary Water Approval to **1154 East Veterans Highway Office**, Block 21301 Lot 12, on the Tax Map of the Township of Jackson. Recommending Preliminary Water Approval per our office's June 20, 2025, letter to the office of the Executive Director. Preliminary Sewer not recommended due to insufficient capacity in the Central Regional Service Area.

Resolution of the Jackson Township Municipal Utilities Authority Granting Preliminary and Tentative Sewer and Water Approval to **Kehilla D'Brookwood IV House of Worship**, Block 6002, Lots 2 and 3, on the Tax Map of the Township of Jackson. Recommending Preliminary and Tentative Sewer and Water Approval per our office's June 20, 2025, letter to the office of the Executive Director.

Resolution of the Jackson Township Municipal Utilities Authority Granting Preliminary Sewer and Water Approval to **9 Lehigh House of Worship-Congregation Brookwood**, Block 7702, Lot 17, on the Tax Map of the Township of Jackson. Recommending Preliminary Sewer and Water Approval per our office's June 20, 2025, letter to the office of the Executive Director.

Resolution of the Jackson Township Municipal Utilities Authority Granting Preliminary Sewer and Water Approval to **138 South New Prospect Road Daycare,** Block 6401, Lots 19 and 20, on the Tax Map of the Township of Jackson. Recommending Preliminary Sewer and Water Approval per our office's June 20, 2025, letter to the office of the Executive Director.

Resolution of the Jackson Township Municipal Utilities Authority Granting Preliminary and Tentative Sewer and Water Approval to **72 Valley Road,** Block 7001, Lot 23.02, on the Tax Map of the Township of Jackson. Recommending Preliminary and Tentative Sewer and Water Approval per our office's June 20, 2025, letter to the office of the Executive Director.

ASSISTANT EXECUTIVE DIRECTOR/DIRECTOR OF FINANCE'S – FINANCE REPORT

Resolution of the Jackson Township Municipal Utilities Authority **Accepting the Cash Management Report for Month Ending May 2025.**

Resolution of the Jackson Township Municipal Utilities Authority Authorizing the **Payment of Vouchers, Deposit Refunds and Payroll for June 2025.**

Resolution of the Jackson Township Municipal Utilities Authority **Ratifying the Supplemental Payment of Vouchers, Deposit Refunds and Payroll for May 2025.**

Resolution of the Jackson Township Municipal Utilities Authority Authorizing the Award of the **2025 Water Meter Change Out Program,** Contract No. CT-25211, to Lenegan Plumbing and Heating, LLC., in an Amount Not to Exceed $263,343.50.

Resolution of the Jackson Township Municipal Utilities Authority Authorizing the Award of the **Well 6 Electric Panel Replacement**, Contract No. CT-25212, Through a Fair and Open Process to Astro Electrical Contractor, LLC., in an Amount Not to Exceed $20,500.00.

ASSISTANT EXECUTIVE DIRECTOR/DIRECTOR OF FINANCE'S – PERSONNEL REPORT

Resolution of the Jackson Township Municipal Utilities Authority Authorizing the Promotion of **Lisa Childs** to the Civil Service Title of Clerk 4.

Resolution of the Jackson Township Municipal Utilities Authority Ratifying the Permanent Hire of **Alexander Quandt** Under the Civil Service Title of Laborer 1 (Technical Advisory).

Resolution of the Jackson Township Municipal Utilities Authority Ratifying the Permanent Hire of **Ellen Salmons** Under the Civil Service Title of Account Clerk (Payroll/Human Resources).

Resolution of the Jackson Township Municipal Utilities Authority Authorizing the Permanent Hire of **Michael Czyzyk** Under the Civil Service Title of Laborer 1 (Collections & Distribution).

COMMENTS FROM THE PUBLIC

None.

CONSENT RESOLUTIONS:

2025 - 097 Resolution of the Jackson Township Municipal Utilities Authority Granting Preliminary and Tentative Sewer and Water Approval to **Bais Medrash of Jackson**, Block 6401, Lots 21 and 22, on the Tax Map of the Township of Jackson.

2025 - 098 Resolution of the Jackson Township Municipal Utilities Authority Granting Preliminary and Tentative Sewer and Water Approval to **Cook Road Subdivision**, Block 4901, Lot 1, on the Tax Map of the Township of Jackson.

2025 - 099 Resolution of the Jackson Township Municipal Utilities Authority Denying Preliminary Water Approval to **1154 East Veterans Highway Office**, Block 21301 Lot 12, on the Tax Map of the Township of Jackson.

2025 - 100 Resolution of the Jackson Township Municipal Utilities Authority Granting Preliminary and Tentative Sewer and Water Approval to **Kehilla D'Brookwood IV House of Worship**, Block 6002, Lots 2 and 3, on the Tax Map of the Township of Jackson.

2025 - 101 Resolution of the Jackson Township Municipal Utilities Authority Granting Preliminary Sewer and Water Approval to **9 Lehigh House of Worship-Congregation Brookwood**, Block 7702, Lot 17, on the Tax Map of the Township of Jackson.

2025 - 102 Resolution of the Jackson Township Municipal Utilities Authority Granting Preliminary Sewer and Water Approval to **138 South New Prospect Road Daycare,** Block 6401, Lots 19 and 20, on the Tax Map of the Township of Jackson.

2025 - 103 Resolution of the Jackson Township Municipal Utilities Authority Granting Preliminary and Tentative Sewer and Water Approval to **72 Valley Road,** Block 7001, Lot 23.02, on the Tax Map of the Township of Jackson.

2025 - 104 Resolution of the Jackson Township Municipal Utilities Authority **Accepting the Cash Management Report for Month Ending May 2025.**

2025 - 105 Resolution of the Jackson Township Municipal Utilities Authority Authorizing the **Payment of Vouchers, Deposit Refunds and Payroll for June 2025.**

2025 - 106 Resolution of the Jackson Township Municipal Utilities Authority **Ratifying the Supplemental Payment of Vouchers, Deposit Refunds and Payroll for May 2025.**

Moved:	Commissioner	Bressi
Second:	Commissioner	Longo
Vote:	Unanimous	Except 2025-099
Abstain:	Commissioner	Vann 2025-097, 2025-101, 2025-102

For **Resolution 2025-099,** the Board voted to deny the preliminary water approval for 1154 East Veterans Highway Office, Block 21301, Lot 12 on the Tax Map of the Township of Jackson. The denial is based on the need for further clarification of the building footprint inconsistencies found in the plans and engineering report.

Moved:	Commissioner	Wildman
Second:	Commissioner	Longo
Vote:	Commissioners	Bressi voted Nay. All others voted Yay.
Abstain:	None	

RESOLUTIONS OFFERED:

2025 - 107 Resolution of the Jackson Township Municipal Utilities Authority Authorizing the Award of the **2025 Water Meter Change Out Program,** Contract No. CT-25211, to Lenegan Plumbing and Heating, LLC., in an Amount Not to Exceed $263,343.50.

Moved:	Commissioner	Vann
Second:	Commissioner	Longo
Vote:	Unanimous	
Abstain:	None	

2025 - 108 Resolution of the Jackson Township Municipal Utilities Authority Authorizing the Award of the **Well 6 Electric Panel Replacement,** Contract No. CT-25212, Through a Fair and Open Process to Astro Electrical Contractor, LLC., in an Amount Not to Exceed $20,500.00.

Moved:	Commissioner	Vann
Second:	Commissioner	Longo
Vote:	Unanimous	
Abstain:	None	

2025 - 109 Resolution of the Jackson Township Municipal Utilities Authority Amending Its Agreement with **Empower Retirement to Accept the Plan Document Updates** for the Authority's 457(b) Deferred Compensation Plan.

Moved: Commissioner Bressi
Second: Commissioner Longo
Vote: Unanimous
Abstain: None

2025 - 110 Resolution of the Jackson Township Municipal Utilities Authority Authorizing the Promotion of **Lisa Childs** to the Civil Service Title of Clerk 4.

Moved: Commissioner Bressi
Second: Commissioner Stafford-Smith
Vote: Unanimous
Abstain: None

2025 - 111 Resolution of the Jackson Township Municipal Utilities Authority Ratifying the Permanent Hire of **Alexander Quandt** Under the Civil Service Title of Laborer 1 (Technical Advisory).

Moved: Commissioner Longo
Second: Commissioner Vann
Vote: Unanimous
Abstain: None

2025 - 112 Resolution of the Jackson Township Municipal Utilities Authority Ratifying the Permanent Hire of **Ellen Salmons** Under the Civil Service Title of Account Clerk (Payroll/Human Resources).

Moved: Commissioner Bressi
Second: Commissioner Longo
Vote: Unanimous
Abstain: None

2025 - 113 Resolution of the Jackson Township Municipal Utilities Authority Authorizing the Permanent Hire of **Michael Czyzyk** Under the Civil Service Title of Laborer 1 (Collections & Distribution).

Moved: Commissioner Bressi
Second: Commissioner Vann
Vote: Unanimous
Abstain: None

OTHER MATTERS / COMMENTS FROM THE PUBLIC:

NONE

NEXT MEETING DATES:

July 24, 2025, at 5:30pm

ADJOURNMENT:

Moved:	Commissioner Bressi
Second:	Commissioner Longo
Vote:	Unanimous
Abstain:	None