THE JACKSON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

Open Meeting Minutes
April 24, 2025, 5:30PM

The Public Meeting of April 24, 2025, was called to order by Chairman Todd Porter. 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: Chairman Todd Porter 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
Janet Longo, Treasurer	Excused
Todd Porter, Chairman	Present
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 Open Session Meeting of March 27, 2025:

Moved:	Commissioner	Wildman
Second:	Commissioner	Bressi
Vote:	Unanimous	
Abstain:	Commissioner	Egan

QUESTIONS/COMMENTS/WRITTEN CORRESPONDENCE FROM THE PUBLIC:

At this time, Chairman Todd Porter 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.

Chairman Todd Porter left the public session open until the voting session.

REPORTS:

EXECUTIVE DIRECTOR'S REPORT

2025 Financial Disclosures

Mr. James Diaz reminded the Commissioners about completing and submitting their financial disclosures by the April 30, 2025 deadline.

2025 CJHIF Commissioner

Re-appointing James Diaz as Fund Commissioner for the Central Jersey Health Insurance Fund.

2025 NJSEM Representative

Re-appointing James Diaz as Representative to the State Management Committee to the New Jersey Sustainable Joint Energy Meeting.

Sewer & Water Connection Fee Waivers from Jackson Development Company, LLC to D.R. Horton, Inc. – New Jersey

Authorizing the assignment of an additional 76 Sewer and 76 Water Connection Fee Waivers from Jackson Development, LLC. to D.R. Horton, Inc. – New Jersey.

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 on the following **action items** for discussion this evening from the Engineering Committee.

Authorizing Award of the NPS-5 and NPS-6 Flow Study, Contract No. CT-25210, to CSL Services, Inc. in an amount not to exceed $15,500.00.

The Authority obtained two (2) quotes ranging from $ 15,500.00 to $22,200.00 for monitoring four (4) locations that ultimately discharge to Ocean County Utilities Authority's NPS-5 pump station and two (2) locations that ultimately discharge to Ocean County Utilities Authority's NPS-6 pump station for a period of one (1) month. A 2023 Deficiency Statement was issued by OCUA on January 15, 2025, the flow study will aid the Authority in confirming the accuracy of the billable flows.

The quotes were discussed at the Engineering Committee Meeting.

The Authority's staff are recommending the award of contract for the NPS-5 and NPS-6 Flow Study, Contract No. CT-25210 to CSL Services, Inc., in the amount of $15,500.00, as the lowest responsive and responsible quote.

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 **Granting Tentative and Final Water Approval to Jackson Land 1 Ventures,** Block 2101, Lots 31, 32 and 33, on the Tax Map of the Township of Jackson**.** Recommending Tentative and Final Water Approval per our office's April 17, 2025, letter to the office of the Executive Director.

Resolution of the Jackson Township Municipal Utilities **Acknowledging the Developer's Decision to Install a Septic Sewer Disposal System and Granting Preliminary Water Approval to Jackson Mills Business Park**, Block 2603, Lots 5 and 22, on the Tax Map of the Township of Jackson. Recommending Preliminary Water Approval and acknowledging Applicant's decision to use septic per our office's April 17, 2025, letter to the office of the Executive Director.

Resolution of the Jackson Township Municipal Utilities Authority **Consenting to the Proposed Ocean County Water Quality Management Plan Amendments for a Portion of Khal Hampshire Hills Synagogue,** Block 5202, Lots 1 (Portion) and 1.01 (Proposed), on the Tax Map of the Township of Jackson. Recommending a revision to the approved sewer service area to include the referenced site per our office's April 17, 2025, letter to the office of the Executive Director.

Resolution of the Jackson Township Municipal Utilities Authority **Granting Preliminary, Tentative and Final Sewer and Water Approval to Kleinman Office Building**, Block 7309, Lots 12 and 13, on the Tax Map of the Township of Jackson. Recommending Preliminary, Tentative, and Final Sewer and Water Approval per our office's April 17, 2025, letter to the office of the Executive Director.

Resolution of The Jackson Township Municipal Utilities Authority **Granting Final Sewer and Water Approval to 155 South New Prospect Road Mikvah**, Block 6304, Lot 46, on the Tax Map of the Township of Jackson. Recommending Final Sewer and Water Approval per our office's April 17, 2025, letter to the office of the Executive Director.

Resolution of the Jackson Township Municipal Utilities Authority **Granting Tentative Water Approval to 14 Steuben Lane Office**, Block 7309, Lot 7, on the Tax Map of the Township of Jackson. Recommending Tentative Water Approval per our office's April 17, 2025, letter to the office of the Executive Director.

Resolution of the Jackson Township Municipal Utilities Authority **Granting Amended Tentative Sewer and Water Approval to Swanborne Phases 1-3**, Block 20801, Lots1, 8-12, 15-18, 28 and Block 20701, Lot 3, on the Tax Map of the Township of Jackson. Recommending Amended Tentative Sewer and Water Approval per our office's April 17, 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 March 2025.**

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

Resolution of the Jackson Township Municipal Utilities Authority **Rejecting Bids for the 2025 Water Meter Change Out Program, Contract No. CT-25201 and Further Authorizing Modification of the Scope of Said Contract and Its Readvertising for the Receipt of Bids**.

Resolution of the Jackson Township Municipal Utilities Authority **Authorizing Award of McAuliffe Pump Station Pump Replacement Contract No. CT-25208, to Xylem Water Solutions USA, Inc., In an Amount Not to Exceed $13,400.56.**

Maple Glen Mobile Home Park (MGMHP) – The Board was informed that the annual evaluation was completed. A request to advertise and hold a rate hearing for the MGMHP in May was approved.

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

Resolution of the Jackson Township Municipal Utilities Authority **Authorizing the Promotion of Michelle McGuigan to the Civil Service Title of Clerk 2.**

Resolution of the Jackson Township Municipal Utilities Authority **Authorizing the Promotion of Alexander M. Furlong to the Civil Service Title of Meter Worker 1.**

Resolution of the Jackson Township Municipal Utilities Authority **Authorizing the Promotion of Michael White to the Civil Service Title of Water Repairer 1.**

COMMENTS FROM THE PUBLIC

None.

CONSENT RESOLUTIONS:

2025 - 062 Resolution of the Jackson Township Municipal Utilities **Granting Tentative and Final Water Approval to Jackson Land 1 Ventures,** Block 2101, Lots 31, 32 and 33, on the Tax Map of the Township of Jackson**.**

2025 - 063 Resolution of the Jackson Township Municipal Utilities **Acknowledging the Developer's Decision to Install a Septic Sewer Disposal System and Granting Preliminary Water Approval to Jackson Mills Business Park**, Block 2603, Lots 5 and 22, on the Tax Map of the Township of Jackson.

2025 - 064 Resolution of the Jackson Township Municipal Utilities Authority **Consenting to the Proposed Ocean County Water Quality Management Plan Amendments for a Portion of Khal Hampshire Hills Synagogue,** Block 5202, Lots 1 (Portion) and 1.01 (Proposed), on the Tax Map of the Township of Jackson.

2025 - 065 Resolution of the Jackson Township Municipal Utilities Authority **Granting Preliminary, Tentative and Final Sewer and Water Approval to Kleinman Office Building**, Block 7309, Lots 12 and 13, on the Tax Map of the Township of Jackson.

2025 - 066 Resolution of The Jackson Township Municipal Utilities Authority **Granting Final Sewer and Water Approval to 155 South New Prospect Road Mikvah**, Block 6304, Lot 46, on the Tax Map of the Township of Jackson.

2025 - 067 Resolution of the Jackson Township Municipal Utilities Authority **Granting Tentative Water Approval to 14 Steuben Lane Office**, Block 7309, Lot 7, on the Tax Map of the Township of Jackson.

2025 - 068 Resolution of the Jackson Township Municipal Utilities Authority **Granting Amended Tentative Sewer and Water Approval to Swanborne Phases 1-3**, Block 20801, Lots1, 8-12, 15-18, 28 and Block 20701, Lot 3, on the Tax Map of the Township of Jackson.

2025 - 069 Resolution of the Jackson Township Municipal Utilities Authority **Accepting the Cash Management Report for Month Ending March 2025.**

2025 - 070 Resolution of the Jackson Township Municipal Utilities Authority **Authorizing the Payment of Vouchers, Deposit Refunds and Payroll for April 2025.**

Moved: Commissioner Egan
Second: Commissioner Bressi
Vote: Unanimous
Abstain: Commissioner Porter – 2025-068
Commissioner Vann – 2025-064; 2025-066; 2025-067

RESOLUTIONS OFFERED:

2025 - 071 Resolution of the Jackson Township Municipal Utilities Authority **Authorizing Award of the NPS-5 and NPS-6 Flow Study, Contract No. CT-25210, to CSL Services, Inc. in an Amount Not to Exceed $15,500.00.**

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

2025 - 072 Resolution of the Jackson Township Municipal Utilities Authority **Appointing James R. Diaz as Fund Commissioner for the Central Jersey Health Insurance Fund.**

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

2025 - 073 Resolution of the Jackson Township Municipal Utilities Authority **Appointing James R. Diaz as the Representative to the State Management Committee to the New Jersey Sustainable Joint Energy Meeting.**

Moved: Commissioner Wildman
Second: Commissioner Egan
Vote: Unanimous
Abstain: None

2025 - 074 Resolution of the Jackson Township Municipal Utilities Authority **Authorizing the Assignment of Sewer and Water Connection Fee Waivers from Jackson Development Company, LLC to D. R. Horton, Inc. – New Jersey.**

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

2025 - 075 Resolution of the Jackson Township Municipal Utilities Authority **Rejecting Bids for the 2025 Water Meter Change Out Program, Contract No. CT-25201 and Further Authorizing Modification of the Scope of Said Contract and Its Readvertising for the Receipt of Bids**.

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

2025 - 076 Resolution of the Jackson Township Municipal Utilities Authority **Authorizing Award of McAuliffe Pump Station Pump Replacement Contract No. CT-25208, to Xylem Water Solutions USA, Inc., In an Amount Not to Exceed $13,400.56**

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

2025 - 077 Resolution of the Jackson Township Municipal Utilities Authority **Authorizing the Promotion of Michelle McGuigan to the Civil Service Title of Clerk 2.**

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

2025 - 078 Resolution of the Jackson Township Municipal Utilities Authority **Authorizing the Promotion of Alexander M. Furlong to the Civil Service Title of Meter Worker 1.**

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

2025 - 079 Resolution of the Jackson Township Municipal Utilities Authority **Authorizing the Promotion of Michael White to the Civil Service Title of Water Repairer 1.**

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

Resolution for Closed Session

2025 - 082 Resolution of the Jackson Township Municipal Utilities Authority Declaring a **Closed Session** Excluding the Public from Private and Confidential Matters.

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

OTHER MATTERS / COMMENTS FROM THE PUBLIC:

NEXT MEETING DATES:

May 22, 2025, at 5:30pm

ADJOURNMENT:

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