THE JACKSON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

Open Meeting Minutes
January 22, 2026, 5:30PM

The Public Meeting of January 22, 2026, 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	Present
Todd Porter, Chairman	Present
Lewis Wildman, Vice-Chairman	Present – via ZOOM
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

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

Present from the public were Christopher Gotz, Clara Glory, Michael Janusz, 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 December 18, 2025:

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

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

1. JTMUA By-Laws

The updated version of the Jackson Township Municipal Utilities Authority By-Laws were provided to the Board Members for their review.

2. Drought Status Update

The Authority receives regular notifications from the New Jersey Department of Environmental Protection (NJDEP) informing us of the current drought status. The NJDEP released a notification on 1/16/2026 that indicated a Statewide Drought Warning is still in effect.

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 items to report on this evening.

PRINCIPAL ENGINEER'S REPORT

1. Authorizing the Withdrawal of a Bid and Rejecting All Bids, Contract No. CT-24211 – For the Hyson Road Water Treatment Plant Upgrades with VNL, Inc.

Six (6) bids were submitted and publicly opened on December 4, 2025, ranging from a low of $63,034.00 for the base bid plus one (1) alternate bid to a high of $227,100.00 for the base bid plus one (1) alternate bid.

VNL, Inc, the lowest bidder, has requested in their letter dated December 5, 2025, that they be allowed to withdraw their bid pursuant to, and in accordance with, N.J.S.A. 40A:11-23.3, in which a bidder may request the withdrawal of their bid, due to a mistake on their part.

VNL, Inc has made an error in their bid and is deemed non-responsive.

The remaining bids, after the withdrawal of the lowest bid, are substantially higher than the original estimates or budget, and it has been determined that accepting any of them is not in the best interest of the Authority.

The withdrawal and rejection of bids were discussed at the Engineering Committee Meeting and are recommended for approval at this meeting.

2. 24 Chiswick Court, Block 5304, Lot 9 – Authorizing a Sewer Service Agreement.

The homeowner of 24 Chiswick Court wishes to construct a section of deck on the Authority's 20-foot Utility easement. The Agreement will allow the homeowner to maintain the deck and the homeowner will be responsible for removing and restoring all infrastructures if the Authority must perform maintenance and repair of the water and sewer lines within the easement.

The Agreement was discussed at the Engineering Committee Meeting and is recommended for approval at this meeting.

CONSULTING ENGINEER'S REPORT

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

The Applicant, Block 490 LLC, is proposing to construct a 64,740 square-foot combination warehouse and office building on the corner of West Commodore Boulevard and Patterson Road. The Applicant is applying for Preliminary and Tentative Sewer and Water Approval at this time. The Applicant is proposing to service the site using an on-site septic system. The Applicant is proposing to provide water service to the site by connecting a proposed six (6) inch fire and two (2) inch domestic service to the existing main in Patterson Road. Recommending Preliminary and Tentative Water Approval and acknowledging the Applicant's decision to service the site with a septic disposal system per our office's January 16, 2026, letter to Mr. Terrence Roman, Executive Director for **Block 490 Warehouse LLC, Block 2603, Lot 27**.

The Applicant, 9 Lehigh LLC, is proposing to construct a 14,616 square-foot house of worship on the corner of Adelphi Drive and Lehigh Boulevard. The Applicant is applying for Tentative Sewer and Water Approval at this time. This project was granted Preliminary Approval at the Authority's June 26, 2025, meeting via Resolution 2025-101. The Applicant is proposing to provide sanitary sewer service to the site by connecting a six (6) inch PVC lateral to the existing eight (8) inch ACP main in Adelphi Drive. The Applicant is proposing to provide water service to the site by connecting a six (6) inch fire service and 1.5-inch domestic service to the existing six (6) inch ACP main in Adelphi Drive. Recommending Tentative Sewer and Water Approval per our Office's January 16, 2026, letter to Mr. Terrence Roman, Executive Director for **9 Lehigh House of Worship, Block 7702, Lot 17**.

The Applicant, Dov Zucker, is proposing to demolish the existing dwelling and metal garage at the above property (located near the intersection of North New Prospect Road and Newark Avenue) and construct a house of worship totaling 14,055 square-feet gross floor area. The Applicant is applying for Preliminary Sewer and Water Approval at this time. The Applicant is proposing a 111 linear foot sewer main extension of eight (8) inch PVC from an existing manhole in Georgia Street to its intersection with North New Prospect Road and a further 571 linear feet of eight (8) inch PVC main from this intersection to the limits of the project's frontage. Sanitary sewer service will be provided to the house of worship through the use of a 184 linear foot eight (8) inch PVC main connecting from the proposed main in North New Prospect Road. The Applicant proposes to provide water service to the site by connecting a proposed 1.5-inch type k copper water service to the existing six (6) inch ACP main in North New Prospect Road. Recommending Preliminary Sewer and Water Approval per our Office's January 16, 2026, letter to Mr. Terrence Roman, Executive Director for **88 North New Prospect House of Worship, Block 5804, Lot 14**.

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

1. **Cash Management Report for Month Ending November 2025.**

   The Cash Management Report, for month ended November 30, 2025, was provided to the Board and reviewed by the Finance Committee who are recommending approval.

2. **Cash Management Report for Month Ending December 2025.**

   The Cash Management Report, for month ended December 31, 2025, was provided to the Board and reviewed by the Finance Committee who are recommending approval.

3. **Ratifying the Supplemental Payment of Vouchers, Deposit Refunds and Payroll for December 2025.**

   The supplemental December bill list was provided to the Board and reviewed by the Finance Committee who are recommending authorizing the Ratification of the Supplemental Payment of Vouchers, Deposit Refunds and Payroll for December 2025.

4. **Payment of Vouchers, Deposit Refunds and Payroll for January 2026.**

   The January bill list was provided to the Board and reviewed by the Finance Committee who are recommending authorizing the Payment of Vouchers, Deposit Refunds and Payroll for January 2026.

5. **Contract Award – Delta Dental Coverage through the Central Jersey Health Insurance Fund (CJHIF).**

   Request for proposal under the Extraordinary Unspecifiable Services (EUS), contract CT-26023 for a 1-year term from 01/01/2026 to 12/31/2026. $63,636.00 annually with the additions or deletions of employees that may increase or decrease the contracted amount. Contract reflects no rate increase from 2025. Provided to the Board and reviewed by the Finance Committee who are recommending approval.

6. **Authorizing an Intergovernmental Agreement for Oversized Vehicle Cleaning Services, Contract CT-26027, with the County of Ocean, in an Amount Not to Exceed $1, 000.00.**

   Requesting approval to enter into a 1-year intergovernmental agreement with the County of Ocean for the use of cleaning services for oversized vehicles with an amount not to exceed $1,000.00 from 01/01/2026 to 12/31/2026. Provided to the Board and reviewed by the Finance Committee who are recommending approval.

7. **Authorizing Final Quantities Change Order and Close Out of the 2025 Neptune Water Meter Acquisition.**

   This resolution is to authorize the FQCO/Closeout of the following contract, in its final amount:

   - CT-25009, to RIO Supply Inc. for the 2025 Neptune Water Meter Acquisition, awarded in an amount not to exceed $317,881.00, with a final contract amount of $317,880.72, resulting in a decreased amount of $0.28.

8. **Authorizing Final Quantities Change Order and Close Out of the 2025 Sensus Water Meter Acquisition.**

   This resolution is to authorize the FQCO/Closeout of the following contract, in its final amount:

- CT-25010, to Core & Main LP. for the 2025 Sensus Water Meter Acquisition, awarded in an amount not to exceed $12,550.00, with a final contract amount of $4,500.00, resulting in a decreased amount of $8,050.00.

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

There weren't any **Personnel Committee** meeting items to report on this evening.

COMMENTS FROM THE PUBLIC

None.

CONSENT RESOLUTIONS:

2026 - 001 Resolution of the Jackson Township Municipal Utilities Authority Authorizing a Sewer Service Agreement with **24 Chiswick Court**, Block 5304, Lot 9, on the Tax Map of the Township of Jackson.

2026 - 002 Resolution of the Jackson Township Municipal Utilities Authority Acknowledging the Developer's Decision to Install a Septic Disposal System and Granting Preliminary and Tentative Water Approval at **Block 490 W Commodore**, Block 2603, Lot 27, on the Tax Map of the Township of Jackson.

2026 - 004 Resolution of the Jackson Township Municipal Utilities Authority Granting Tentative 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.

2026 - 005 Resolution of the Jackson Township Municipal Utilities Authority Granting Preliminary Sewer and Water Approval to **88 North New Prospect House of Worship**, Block 5804, Lot 14, on the Tax Map of the Township of Jackson.

2026 - 006 Resolution of the Jackson Township Municipal Utilities Authority **Accepting the Cash Management Report for Month Ending November 2025.**.

2026 - 007 Resolution of the Jackson Township Municipal Utilities Authority **Accepting the Cash Management Report for Month Ending December 2025.**

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

RESOLUTIONS OFFERED:

2026 - 008 Resolution of the Jackson Township Municipal Utilities Authority **Ratifying the Supplemental Payment of Vouchers, Deposit Refunds and Payroll for December 2025.**

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

2026 - 009 Resolution of the Jackson Township Municipal Utilities Authority **Authorizing the Payment of Vouchers, Deposit Refunds and Payroll for January 2026.**

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

2026 - 010 Resolution of the Jackson Township Municipal Utilities Authority Authorizing the **Withdrawal of a Bid from VNL, INC. and Rejecting All Bids for the Hyson Road Water Treatment Plant Upgrades,** Contract No. CT-24211.

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

2026 - 011 Resolution of the Jackson Township Municipal Utilities Authority Authorizing **Award of the 2026 Dental Coverage, Contract No. CT-26023, to Delta Dental, Through the Central Jersey Health Insurance Fund**, in the Amount of $63,636.00.

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

2026 - 012 Resolution of the Jackson Township Municipal Utilities Authority Authorizing an **Intergovernmental Agreement for Oversized Vehicle Cleaning Services**, Contract No. CT-26027, with the County of Ocean, in an Amount Not to Exceed $1,000.00.

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

2026 - 013 Resolution of the Jackson Township Municipal Utilities Authority Authorizing **Final Quantities Change Order No. 1 and Closeout of the 2025 Neptune Water Meter Acquisition**, Contract No. CT-25009, with RIO Supply, Inc., in the Decreased Amount of <$0.28>.

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

2026 - 014 Resolution of the Jackson Township Municipal Utilities Authority Authorizing **Final Quantities Change Order No. 1 and Closeout of the 2025 Sensus Water Meter Acquisition**, Contract No. CT-25010, with Core & Main LP, in the Decreased Amount of <$8,050.00>.

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

Resolution for Closed Session

2026 - 015 Resolution of the Jackson Township Municipal Utilities Authority Declaring a **Closed Session** Excluding the Public from Private and Confidential Matters.

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

OTHER MATTERS / COMMENTS FROM THE PUBLIC:

NEXT MEETING DATES:

Reorganization Meeting – February 26, 2026, at 5:00pm.
Public Meeting – February 26, 2026, at 5:30pm.

ADJOURNMENT:

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