THE JACKSON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

Open Meeting Minutes
July 23, 2026, 5:30PM

The Public Meeting of July 23, 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, Treasurer	Present
Todd Porter, Chairman	Present
Josh Vann, Vice-Chairman	Present
Lewis Wildman, Assistant Secretary/Treasurer	Present
Chavie Heller, Alternate II	Excused
Gregory Stafford-Smith, 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	Excused
Nicholas Specht, Acting Principal Engineer	Present
Heather Famelio, Executive Assistant	Present

Present from the public was Michael Janusz.

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 June 25, 2026:

Moved:	Commissioner	Egan
Second:	Commissioner	Bressi
Vote:	Unanimous	
Recuse:	None	
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. **Internet Auction for Disposition of Surplus Property - South Hope Chapel Road – Block 23003, Lot 5 (Executive)**

   Attached is the resolution to authorize an internet auction for the disposition of surplus property for vacant lot located at South Hope Chapel Road in Jackson Township, New Jersey, Block 23003, Lot 5 which is no longer needed for public use.

2. **Hyson Road Water Treatment Plant Caustic Tank Emergency (Executive)**

   Attached is the resolution to ratify the award of a contract for caustic cleanup and waste disposal services to Lewis Environmental, Inc.

3. **Drought Status Update (Executive)**

   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 07/15/2026 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.

4. **Commissioners Training – JTMUA By-Laws (Executive)**

   There will be training provided at the August board meeting for the Commissioners on the recently updated and approved JTMUA By-Laws.

PUBLIC RELATIONS COMMITTEE REPORT

1. **Jackson Day (Public Relations)**

   Completed paperwork was sent to the Township of Jackson.

PRINCIPAL ENGINEER'S REPORT

1. **Authorizing Final Quantities Change Order No. 1, of the 2025 Infra-Red Paving Project, Contract No. CT-25219, with Atlantic Infrared, Inc.**

   Final Quantities Change Order No. 1 consists of various item deletions and additions in the project. The price decreases and increases are in the amount of $2,456.90.

   Final Quantities Change Order No. 1 revises Contract No. CT-25219 from an amount not to exceed $69,228.80 to the increased amount of $71,685.70.

   The Final Quantities Change Order was discussed at the Engineering Committee meeting and are recommending approval this evening.

2. **Ram Warehouse, Block 22301, Lots 17, 20, 21, 22, 23 and 24, Granting a Two (2) year Extension for Tentative Sewer and Water Approval.**

   The Developer is proposing to construct a three (3) combined warehouse/office buildings with 311,615 square feet of warehouse space with 32,150 square feet of office space.

   The project was granted amended tentative sewer and water approval via Resolution No. 2024-129 on August 22, 2024.

   The approval is set to expire on August 21, 2026, and the Developer has requested a two (2) year extension of time.

   The Agreement was discussed at the Engineering Committee Meeting and are recommending approval this evening.

CONSULTING ENGINEER'S REPORT

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

The Applicant, **Concourse Holdings L.L.C.** for **1197 East Veterans Highway – The Concourse,** is proposing to construct a 67,488 square-foot, three-story office building on the east side of East Veterans Highway. The Applicant is applying for Preliminary, Tentative, and Final Sewer and Water Approval at this time. This project received Preliminary Sewer and Water Approval at the Authority's June 23, 2022, meeting via Resolution 2022-95 and Tentative Sewer and Water Approval at the Authority's January 26, 2023, meeting via Resolution 2023-04. All previous approvals have since expired. The Applicant proposes to extend an eight (8) inch gravity sewer main to an on-site pump station and then extend a four (4) inch force main to the existing four (4) inch force main at the property's frontage. The on-site pump station is also proposed to take on flow from the adjacent Clayton Retail Property located east of the subject property. The Applicant proposes to connect to the existing water main in East Veterans Highway and install services for both domestic use and fire protection for the buildings. Recommending Preliminary and Tentative Sewer and Water Approval per our office's July 17, 2026, letter to Mr. Terrence Roman, Executive Director.

The Applicant, **Congregation Mikveh Tahara**, is proposing to construct a 23,657 square-foot (gross floor area) Mikvah along Jackson Mills Road. The Applicant is applying for Preliminary and Tentative Sewer and Water Approval at this time. The Applicant is proposing to provide sanitary sewer to the building via a six (6) inch lateral connected to a proposed sewer main in Jackson Mills Road. The proposed sewer main will travel

a total of 1,894 feet from the property's frontage to an existing sewer main that crosses Jackson Mills Road near the pump station adjacent to Jackson Mills Lake. The Applicant is proposing to provide water service to the building by connecting a four (4) inch domestic water and six (6) inch fire water service to the existing 12" DIP main in Jackson Mills Road. Recommending Preliminary Sewer and Water Approval per our office's July 17, 2026, letter to Mr. Terrence Roman, Executive Director.

The Applicant, **29-31 Buckingham Dr, LLC** for **Flair Shteeble Synagogue**, is proposing to demolish the existing two (2) dwellings on the subject properties (located near the intersection of North New Prospect Road and Newark Avenue) and construct a synagogue totaling 9,918 square-feet gross floor area. The Applicant is applying for Preliminary Sewer and Water Approval at this time. The Applicant proposes to provide sewer service to the building via a six (6) inch sanitary lateral that will connect to the existing eight (8) inch CIP main in Buckingham Drive. The Applicant proposes to provide water service to the site by connecting a proposed 1.5-inch type k copper domestic water service and six (6) inch Cl 52 DIP fire water service to the existing eight (8) inch main in Buckingham Drive. Recommending Preliminary Sewer and Water Approval per our office's July 17, 2026, letter to Mr. Terrence Roman, Executive Director.

The Applicant, **Khal Nachlas Avos**, is proposing to construct a 15,204 square foot house of worship and associated 1,157 square foot mikvah on the north side of Whitesville Road adjacent to Calendula Court. The Applicant is re-applying for Tentative Sewer and Water Approval at this time. This project was granted Preliminary Water Approval at the Authority's February 26, 2026, meeting via Resolution 2026-036 and Preliminary Sewer Approval/Septic Acknowledgment at the Authority's May 28, 2026, meeting via Resolution 2026-081. The Applicant proposes to service the house of worship and mikvah with a private septic system. Additionally, the Applicant proposes to construct a dry SDR-35 PVC sanitary sewer main in Whitesville Road between its intersections with Blinky Court and Calendula Court. The Applicant proposes to provide water service by installing an on-site eight (8) inch main extension from the existing twelve (12) inch DIP water main in Whitesville Road. Recommending Tentative Sewer and Water Approval per our office's July 17, 2026, letter to Mr. Terrence Roman, Executive Director.

The Applicant, **Solomon Zolty Investments, L.L.C.** for **Solomon Zolty Grawtown Subdivision**, is proposing to construct twenty (20) single-family dwellings and four (4) affordable housing units adjacent to the intersection of Whitesville Road and Grawtown Road. The Applicant is reapplying for Final Water Approval at this time. This project was granted Preliminary Water Approval at the Authority's October 27, 2022, Meeting via Resolution #2022-147, Preliminary Sewer and Tentative Sewer & Water Approval at the Authority's May 25, 2023, Meeting via Resolution #2023-100 (which has since expired), and Final Sewer Approval at the Authority's February 27, 2025, Meeting via Resolution #2025-037. The Applicant is proposing to provide water service to the site by connecting a proposed eight (8) inch on-site water main extension to the proposed twelve (12) inch water main that will be installed along the property's frontage in Grawtown Road as well as connecting to the eight (8) inch main that was constructed as part of the Pinerock Walk Subdivision. Recommending Final Water Approval per our office's July 17, 2026, letter to Mr. Terrence Roman, Executive Director.

The Applicant, **Star Capital Partners II LLC** for **138 South New Prospect Daycare,** is proposing to construct an 18,338 square-foot daycare on South New Prospect Road at the above block and lots. 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 2025-102. The Applicant is proposing to provide sanitary sewer service to the site by connecting a six (6) inch PVC lateral to a proposed eight (8) inch sanitary main extension in South New Prospect Road. 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 twelve (12) inch main in South New Prospect Road. Recommending Tentative Sewer and Water Approval per our office's July 17, 2026, letter to Mr. Terrence Roman, Executive Director.

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

1. Cash Management Report for Month Ending June 2026

The Cash Management Report, for month ended June 30, 2026, was provided to the Board and reviewed by the Finance Committee, who are recommending approval.

2. Payment of Vouchers, Deposit Refunds and Payroll for July 2026

The July 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 July 2026.

3. Hyson Water Treatment Plant (WTP) Recycle Pump No. 1 Repair

The Authority is requesting to authorize the award of Hyson Recycle Pump No. 1 Repair, Contract CT-26227, Pursuant to the North Jersey Wastewater Cooperative Pricing System, Contract No. B454-17 to A.C. Schultes, Inc., in an Amount Not to Exceed $10,997.00.

This was discussed with the Finance Committee who are recommending approval this evening.

EXECUTIVE ASSISTANT/HUMAN RESOURCES MANAGER – PERSONNEL REPORT

1. Promotions:

Authorizing the Promotion of Susan Philbrook to the Civil Service Title of Senior Account Clerk.

Authorizing the Promotion of Alexander Furlong to the Civil Service Title of Meter Worker 2.

Authorizing the Promotion of Alexander Hunsinger to the Civil Service Title of Sewer Repairer 1.

These were discussed with the Personnel Committee who are recommending approval this evening.

CONSENT RESOLUTIONS:

2026 - 107 Resolution of the Jackson Township Municipal Utilities Authority Granting Preliminary and Tentative Sewer and Water Approval to **1197 East Veterans Highway – The Concourse**, Block 13801, Lot 7.01, on the Tax Map of the Township of Jackson.

2026 - 108 Resolution of the Jackson Township Municipal Utilities Authority Granting Preliminary Sewer and Water Approval to **Congregation Mikveh Tahara**, Block 2101, Lots 31, 32 and 33, on the Tax Map of the Township of Jackson.

2026 - 109 Resolution of the Jackson Township Municipal Utilities Authority Granting Preliminary Sewer and Water Approval to **Flair Shteeble Synagogue**, Block 13103, Lots 4 and 5, on the Tax Map of the Township of Jackson.

2026 - 110 Resolution of the Jackson Township Municipal Utilities Authority Granting Tentative Approval for a Proposed Dry Sanitary Sewer Main and Tentative Water Approval to **Khal Nachlas Avos**, Block 19501, Lot 21, on the Tax Map of the Township of Jackson.

2026 - 111 Resolution of the Jackson Township Municipal Utilities Authority Granting Final Water Approval to **Solomon Zolty Grawtown Subdivision**, Block 19501, Lot 35, on the Tax Map of the Township of Jackson.

2026 - 112 Resolution of the Jackson Township Municipal Utilities Granting Tentative 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.

2026 - 113 Resolution of the Jackson Township Municipal Utilities Authority Granting a Two (2) Year Extension for Tentative Sewer and Water Approval to **Ram Warehouse**, Block 22301, Lots 17, 20, 21, 22, 23 and 24, on the Tax Map of the Township of Jackson..

2026 - 114 Resolution of the Jackson Township Municipal Utilities Authority **Accepting the Cash Management Report for Month Ending June 2026**.

Moved: Commissioner Egan
Second: Commissioner Bressi
Vote: Unanimous
Recuse: Commissioner Vann – Resolution 2026-112 due to professional relationship.

Abstain: None

RESOLUTIONS OFFERED:

2026 - 115 Resolution of the Jackson Township Municipal Utilities Authority Authorizing the **Payment of Vouchers, Deposit Refunds and Payroll for July 2026**.

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

2026 - 116 Resolution of the Jackson Township Municipal Utilities Authority Authorizing an **Internet Auction for the Disposition of Surplus Property**.

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

2026 - 117 Resolution of the Jackson Township Municipal Utilities Authority **Ratifying Award of a Contract for Caustic Cleanup and Waste Disposal Services, Contract No. CT-26228, to Lewis Environmental, LLC., In an Amount of $38,250.00**.

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

2026 - 118 Resolution of the Jackson Township Municipal Utilities Authority Authorizing **Final Quantities Change Order No. 1, of the 2025 Infra-Red Paving Project, Contract No. CT-25219, with Atlantic Infrared, Inc. In the Increased Amount of $2,456.90**.

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

2026 - 119 Resolution of the Jackson Township Municipal Utilities Authority Authorizing Award of **Hyson Recycle Pump No. 1 Repair, Contract No. CT-26227, Pursuant to North Jersey Wastewater Cooperative Pricing System, Contract No. B454-17 to A.C. Schultes, Inc., In an Amount Not to Exceed $10,997.00**.

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

2026 - 120 Resolution of the Jackson Township Municipal Utilities Authority Authorizing the **Promotion of Susan Philbrook to the Civil Service Title of Senior Account Clerk**.

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

2026 - 121 Resolution of the Jackson Township Municipal Utilities Authority Authorizing the **Promotion of Alexander Furlong to the Civil Service Title of Meter Worker 2**.

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

2026 - 122 Resolution of the Jackson Township Municipal Utilities Authority Authorizing the **Promotion of Alexander Hunsinger to the Civil Service Title of Sewer Repairer 1**.

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

Resolution for Closed Session

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

Moved:
Second:
Vote:
Abstain:

OTHER MATTERS / COMMENTS FROM THE PUBLIC:

Commissioner Vann expressed his appreciation for the future implementation of autopay and stated he heard by the Finance Committee that it would be implemented and unless he missed it if the other Commissioners were updated. Heather Famelio, Executive Assistant stated that it is still in process. Terrence Roman, Executive Director, followed with it is still in process and that we are looking for a start date of January 1, 2027, and it will be no cost to the MUA, the cost would be incurred by the ratepayers. Commissioner Vann reiterated his appreciation for the staff moving this forward.

Additionally, Commissioner Vann stated another thing he discussed with Mr. Roman and the Finance Committee that the feedback he is receiving from the engineers we are working with is they feel that they would benefit from an easier access to the whole map of our system without having to constantly go back and forth with the Engineering staff who are a pleasure to deal with but they feel that if they had a more transparent access it would be very helpful. Based on my discussion with Mr. Roman, we wanted to clarify the legal side of it and I am looking forward to that getting clarified. Mr. Roman stated that Mike McKenna and I spoke with him this evening and we will be working on that. Commissioner Vann stated once we hear the legal side of it with the security, safety and operational of which I am sure we can deal with but the legal side will be the first step and I just wanted to mention that.

NEXT MEETING DATES:

Public Meeting – August 27, 2026, at 5:00pm.

ADJOURNMENT:

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