

JACKSON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
OPEN MINUTES
April 25, 2019
5:30 PM

The Public Meeting of April 25, 2019 was called to order by William Allmann, Chairman

PLEDGE OF ALLEGIANCE – Chairman Allmann led the Commissioners in the Pledge of Allegiance

The Open Public Meetings Act notice was read into the record by Joan Haltigan, Executive Assistant.

ROLL CALL OF THE BOARD OF COMMISSIONERS:

William Allmann, Chairman	Present
Carol Blake, Secretary	Present
Geneva Clayton, Asst. Secretary/Treasurer	Present
Clara Glory, Treasurer	Present
Vicki Rickabaugh, Vice-Chairwoman	Present
Todd Porter, Alternate	Present

PROFESSIONALS:

Attorney – Michael McKenna, Esq.	Present
Consulting Engineer – Alan Dittenhofer, PE	Present

AUTHORITY STAFF:

David Harpell, Executive Director	Present
James Diaz, Asst. Executive Director/Director of Finance	Present
Earl Quijano, Principal Engineer	Present
Joan Haltigan, Executive Assistant	Present

QUESTIONS/COMMENTS FROM THE PUBLIC: At this time, Mrs. MaryAnn Vinciguerra who was present from the public thanked the Board Members and the Authority for their role in getting water out to Route 537. Mrs. Vinciguerra is looking forward to when sewer is available as the goal is to develop the Route 537 corridor. It was also noted that the available fire flows are higher than expected and Mrs. Vinciguerra may want to speak to her insurance carrier now that hydrants front her property. Chairman Allmann closed the public portion of the meeting, noting he would reopen if needed.

Approval of the Minutes of the Open Session Public Meeting of March 28, 2019

Moved:	Commissioner Glory
Second:	Commissioner Rickabaugh
Vote:	Unanimous
Abstain:	None

REPORTS:

EXECUTIVE DIRECTOR’S REPORT:

Mr. Harpell reviewed the following items from the Executive Director’s report:

RESOLUTION AUTHORIZING AN EXTENSION OF THE MATURITY DATE OF THE AUTHORITY’S \$6,978,160.00 PROJECT NOTE DATED OCTOBER 20, 2016 PREVIOUSLY ISSUED TO THE NEW JERSEY INFRASTRUCTURE BANK (F/K/A NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST) - As discussed last month, the \$6,978,160.00 Manhattan Street construction loan, through the NJ I-Bank, is due to expire on June 30, 2019. This project was delayed by the default of the previous contractor and the NJ I-Bank is willing to extend the construction loan for an additional year through June 30, 2020. The project is currently scheduled to be completed by December 2019 and the Authority anticipates that the construction loan will remain interest free. As such, there is a resolution on the agenda this evening requesting approval to authorize this extension. If the Board approves the extension this evening, the process will begin with publication of the legal notice in the paper next week and the Township of Jackson will receive a copy of the resolution. The Engineering and Finance Committees have reviewed and are recommending approval this evening

RESOLUTION AUTHORIZING AN APPLICATION TO THE PINELANDS INFRASTRUCTURE TRUST FUND TO FINANCE A WATER MAIN EXTENSION TO MANCHESTER TOWNSHIP – As discussed last month, Jackson Trails, LLC is the potential developer of the Miele Farm property in Jackson and they have asked the Authority and Manchester Township to consider utilizing the Pinelands Infrastructure Trust Fund to help fund the requisite infrastructure improvements. The Pinelands Infrastructure Trust Fund would offer grants and low interest loans and the developer would address any local match.

There is no commitment from the Authority at this point but the Pinelands Commission is looking for a resolution addressing the local match issue by April 30, 2019. It was noted that an interconnect with Manchester Township would be beneficial to both parties. The resolution on the agenda this evening is requesting approval to authorize an application to the Pinelands Infrastructure Fund to finance a water main extension to Manchester Township. The Engineering and Finance Committees have reviewed and are recommending approval this evening.

FINANCIAL DISCLOSURES – The Financial Disclosure Forms are due by April 30, 2019. Joan can assist anyone with the form if needed. Once completed, please provide this office with a copy for our records.

ENGINEERING COMMITTEE REPORT:

Mr. Quijano reviewed the following item from the Engineering report.

RESOLUTION GRANTING A PERFORMANCE BOND RELEASE FOR THE LEESVILLE ROAD WATER MAIN EXTENSION – Timber Ridge at Jackson 21, LLC has requested a performance bond release for the Leesville Road Water Main Extension. The Authority’s staff has reviewed and is recommending that Performance Bond No. S306803, in the amount of \$400,000.00 be released. There is no separate maintenance bond required for this project and said performance bond was to be held by the Authority for two (2) years from the completion and acceptance of the project, which was March 1, 2017.

CONSULTING ENGINEER’S REPORT:

On behalf of Remington & Vernick Engineers, Mr. Alan Dittenhofer reported on the following developer projects this evening:

RESOLUTION GRANTING FINAL SEWER APPROVAL TO EMPIRE ATM, BLOCK 6504, LOTS 1, 11 THROUGH 13, ON THE TAX MAP OF THE TOWNSHIP OF JACKSON - The applicant, ATM Empire Group, is proposing to construct a building addition to the former Italian-American Club located on the north side of Corporal Luigi Marcianti, Jr. Memorial Drive. The applicant is applying for final approval at this time. The applicant proposes to connect to an existing manhole located in the parking access driveway to Arcadia Court and extend 130 L.F. of 8” PVC sewer through the unimproved right-of-way of Sally Street to service the building. We recommended this approval in our April 8, 2019 letter to the Board.

RESOLUTION GRANTING PRELIMINARY SEWER AND WATER APPROVAL TO SOLOMON ZOLTY SUBDIVISION, BLOCK 21702, LOT 32 AND BLOCK 21801, LOTS 57, 58, 59 AND 61, ON THE TAX MAP OF THE TOWNSHIP OF JACKSON - The applicant, Solomon Zolty Investments, LLC, is proposing to construct a ten (10) lot residential subdivision on the east side of South Hope Chapel Road, north of Whitesville Road. The applicant is applying for preliminary approval at this time. The applicant proposes to install 3,163 L.F. of 8” PVC gravity sewer main extending from the existing sanitary sewer manhole in Whitesville Road up South Hope Chapel Road to the project location. The applicant also proposes to connect to the existing 12” water main in South Hope Chapel Road and install approximately 1,900 LF of 8” DIP water main to service the subdivision. We recommended this approval in our April 8, 2019 letter to the Board.

PUBLIC RELATIONS COMMITTEE REPORT:

None

ADMINISTRATIVE COMMITTEE REPORT:

None

ASSISTANT EXECUTIVE DIRECTOR/DIRECTOR OF FINANCE REPORT:

Mr. Diaz reviewed the following from the Assistant Executive Director/Director of Finance report.

FINANCE COMMITTEE REPORT:

RESOLUTION ACCEPTING CASH MANAGEMENT REPORT FOR MONTH ENDING MARCH 31, 2019 - The March Cash Management Report has been reviewed by the Finance Committee and is being recommended for approval this month.

RESOLUTION AUTHORIZING PAYMENT OF VOUCHERS, DEPOSIT REFUNDS AND PAYROLL FOR APRIL 2019 - The April Bill List was presented this month for approval totaling \$1,205,397.51. The Finance Committee has reviewed and is recommending approval this evening.

RESOLUTION AUTHORIZING AWARD OF THE 2019 SEWER AND WATER PLUMBING SUPPLIES, CONTRACT NO. CT-19053, TO ATLANTIC PLUMBING SUPPLY CORP., IN AN AMOUNT NTO TO EXCEED \$30,438.15 – The resolution being presented for approval this evening is to award for various sewer and water supplies to be used for the Authority’s infrastructure related to paving projects and as needed throughout the remainder of 2019. The Authority advertised and solicited bids on March 29, 2019 and one (1) bid was received and publicly opened on April 17, 2019 in an amount not to exceed \$30,438.15. The Authority is requesting approval this evening to award the 2019 Sewer and Water Plumbing Supplies contract to Atlantic Plumbing Supply Corp., under JTMUA Contract No. CT-19053, in an amount not to exceed \$30,438.15. The Finance Committee has reviewed and is recommending approval this evening.

RESOLUTION AUTHORIZING AWARD OF THE McAULIFFE LIFT STATION FLYGT PUMP NO. 1 REHABILITATION, CONTRACT NO. CT-19054, PURSUANT TO OCEAN COUNTY COOPERATIVE CONTRACT PRICING SYSTEM B2017-74. TO KRS SERVICES, INC., IN AN AMOUNT NOT TO EXCEED \$7,449.49 – The McAuliffe Lift Station Flygt Pump No. 1 is in need of rehabilitation. The Authority desires to award the McAuliffe Lift Station Flygt Pump No. 1 Rehabilitation, JTMUA Contract No. CT-19054, to KRS Services, Inc., in an amount not to exceed \$7,449.49, under the Ocean County Cooperative Contract No. B2017-74. The Finance Committee has reviewed and is recommending approval this evening.

RESOLUTION AUTHORIZING AWARD OF THE HYSON WATER TREATMENT PLANT GOULD RECYCLE PUMP REPLACEMENT, CONTRACT NO. CT-19056, PURSUANT TO OCEAN COUNTY COOPERATIVE CONTRACT PRICING SYSTEM B2017-74, TO KRS SERVICES, INC., IN AN AMOUNT NOT TO EXCEED \$11,024.74 – The Hyson Road Water Treatment Plant Gould Recycle Pump is in need of replacement. The Authority desires to award the Hyson Water Treatment Plant Gould Recycle Pump Replacement, JTMUA Contract No. CT-19065, to KRS Services, Inc., in an amount not to exceed \$11,024.74, under the Ocean County Cooperative Contract No. B2017-74. The Finance Committee has reviewed and is recommending approval this evening.

RESOLUTION AUTHORIZING AWARD OF POWER WASHING LIBERTY TANK, CONTRACT NO. CT-19055, TO COMPLETE POWER WASHING LLC, IN AN AMOUNT NOT TO EXCEED \$8,050.00 – The Authority obtained two (2) quotes to power wash the Liberty Hydropillar Tank in an amount ranging from \$8,050.00 to \$8,900.00. The quote submitted by Complete Power Washing LLC was most responsive and cost effective. The resolution on the agenda this evening is requesting approval to award Power Washing Liberty Tank, JTMUA Contract No. CT-19055, to Complete Power washing LLC, in an amount not to exceed \$8,050.00. The Finance Committee has reviewed and is recommending approval this evening.

2018 AUDIT – The 2018 Audit will be presented at the May Public Meeting. Figures from the State for GASB 68 and GASB 75 have not yet been released and are required to be included in the 2018 audit.

PERSONNEL COMMITTEE REPORT:

There were no action items for Personnel.

CONSENT RESOLUTIONS:

- 2019-058 Resolution Accepting the Cash Management for Month Ending March 31, 2019
- 2019-059 Resolution Granting Final Sewer Approval to Empire ATM, Block 6504, Lots 1, 11 through 13, on the Tax Map of the Township of Jackson
- 2019-060 Resolution Granting Preliminary Sewer and Water Approval to Solomon Zolty Subdivision, Block 21702, Lot 32 and Block 21801, Lots 57, 58, 59 and 61, on the Tax Map of the Township of Jackson
- Moved: Commissioner Blake
 Second: Commissioner Rickabaugh
 Vote: Unanimous
 Abstain: Commissioner Glory abstained on Resolution 2019-059

RESOLUTIONS OFFERED:

- 2019-061 Resolution Authorizing Payment of Vouchers, Deposit Refunds and Payroll for April 2019
- Moved: Commissioner Clayton
 Second: Commissioner Rickabaugh
 Vote: Unanimous
 Abstain: Commissioner Rickabaugh abstained on check #25583
- 2019-062 Resolution Granting a Performance Bond Release for the Leesville Road Water Main Extension
- Moved: Commissioner Blake
 Second: Commissioner Clayton
 Vote: Unanimous
 Abstain: Commissioner Glory
- 2019-063 Resolution Authorizing an Application to the Pinelands Infrastructure Trust Fund to Finance a Water Main Extension to Manchester Township
- Moved: Commissioner Clayton
 Second: Commissioner Rickabaugh
 Vote: Unanimous
 Abstain: None
- 2019-064 Resolution Authorizing Award of the 2019 Sewer and Water Plumbing Supplies, Contract No. CT-19053, to Atlantic Plumbing Supply Corp., in an Amount Not to Exceed \$30,438.15
- Moved: Commissioner Glory
 Second: Commissioner Blake
 Vote: Unanimous
 Abstain: None
- 2019-065 Resolution Authorizing Award of the McAuliffe Lift Station Flygt Pump No. 1 Rehabilitation, Contract No. CT-19054, Pursuant to Ocean County Cooperative

Contract Pricing System B2017-74, to KRS Services, Inc., in an Amount Not to Exceed \$7,449.49

Moved: Commissioner Rickabaugh
Second: Commissioner Blake
Vote: Unanimous
Abstain: None

2019-066 Resolution Authorizing Award of the Hyson Water Treatment Plant Gould Recycle Pump Replacement, Contract No. CT-19056, Pursuant to Ocean County Cooperative Contract Pricing System B2017-74, to KRS Services, Inc., in an Amount Not to Exceed \$11,024.74

Moved: Commissioner Glory
Second: Commissioner Rickabaugh
Vote: Unanimous
Abstain: None

2019-067 Resolution Authorizing Award of Power Washing Liberty Tank, Contract No. CT-19055, to Complete Power Washing LLC, in an Amount Not to Exceed \$8,050.00

Moved: Commissioner Rickabaugh
Second: Commissioner Blake
Vote: Unanimous
Abstain: None

2019-068 Resolution Authorizing an Extension of the Maturity Date of the Authority's \$6,978,160.00 Project Note Dated October 20, 2016 Previously Issued to the New Jersey Infrastructure Bank (f/k/a New Jersey Environmental Infrastructure Trust)

Moved: Commissioner Glory
Second: Commissioner Blake
Vote: Unanimous
Abstain: None

There was no closed session.

Chairman Allmann noted that the next Public Meeting will take place May 23, 2019 at 5:30 PM.

OTHER MATTERS:

With no further matters to discuss, Commissioner Rickabaugh made a motion to adjourn. Commissioner Blake seconded the motion and it was passed unanimously. Chairman Allmann declared the April 25, 2019 Public Meeting adjourned.

End of Minutes