

JACKSON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
OPEN MINUTES
October 17, 2019
5:30 PM

The Public Meeting of October 17, 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	Excused
Todd Porter, Alternate	Present

PROFESSIONALS:

Attorney – William T. Hierung, 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

Approval of the Minutes of the Open Session Public Meeting of September 26, 2019

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

QUESTIONS/COMMENTS FROM THE PUBLIC: Present from the public was Mr. Cordts. With no questions from the public, Chairman Allmann closed the public portion of the meeting, noting he would reopen if needed.

REPORTS:

EXECUTIVE DIRECTOR’S REPORT:

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

OCEAN COUNTY UTILITIES AUTHORITY – NORTH PUMP STATION NO. 6 – The Authority was contacted by the Ocean County Utilities Authority (OCUA) last week about

elevated flows at NPS-6. The Authority has asked OCUA to look at their metering and our staff has completed the preliminary investigative work and we are not finding any areas of concern. We will keep the Board posted and if we cannot find any cause for the increase, we may need to do another flow study as this may be an OCUA metering issue. This matter has been discussed with both the Engineering and Finance Committees.

HOMESERVE USA CHARITABLE CONTRIBUTION – The Authority will meet with the Public Relations Committee later this evening to discuss the HomeServe USA Charitable Contribution for 2019. It was noted, the bill assistance program was fully utilized in 2019 and the Authority may want to replenish these funds as well.

ENGINEERING COMMITTEE REPORT:

Mr. Quijano reported the following from the Engineering report:

RESOLUTION AUTHORIZING AWARD OF THE BROOKWOOD PARKWAY SANITARY SEWER EVALUATION AND SPOT REPAIRS, CONTRACT CT-19075, TO NORTH AMERICAN PIPELINE SERVICES, LLC, IN AN AMOUNT NOT TO EXCEED \$127,601.00 – The Authority advertised and solicited bids for the Brookwood Parkway Sanitary Sewer Evaluation and Spot Repairs, Contract No. CT-19075 on September 27, 2019. Four (4) bids were received and publicly opened on October 11, 2019 at 2:00 P.M., ranging in the amount from \$127,601.00 to \$218,300.00. The bids have been reviewed by the Authority’s staff and the Authority’s General Counsel and found to be in proper order. The Authority is requesting approval to award to North American Pipeline Services, LLC, as the lowest responsive and responsible bidder, in an amount not to exceed \$127,601.00. The Engineering Committee has reviewed and is recommending approval this evening.

CONSULTING ENGINEER’S REPORT:

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

RESOLUTION GRANTING SEWER AND WATER PERFORMANCE BOND RELEASES FOR THE OAKS AT JACKSON WOODS, BLOCK 4101, LOT 20.01, ON THE TAX MAP OF THE TOWNSHIP OF JACKSON – The applicant, Jackson Family Apartments, LLC, has requested a Performance Guarantee Release for the water and sewer system for The Oaks at Jackson Woods. We have reviewed the project files and performed a site inspection of the bonded improvements and find all items to be satisfactory. We recommended this approval in our October 10, 2019 letter to the Board.

RESOLUTION GRANTING TENTATIVE SEWER APPROVAL TO VALLEY ROAD MINOR SUBDIVISION, BLOCK 7001, LOT 23, ON THE TAX MAP OF THE TOWNSHIP OF JACKSON - The applicant, Moshe Rozsansky, is proposing a two (2) lot minor subdivision on the west side of Valley Road. The applicant is proposing to provide water service to the lots by extending domestic water services to the lots from the existing water main in Valley Road. The applicant proposes to provide sewer service to the site by installing a gravity sewer main extension from an existing stub in Valley Road approximately 140 L.F. and connecting domestic sanitary sewer laterals to the proposed main. We recommended this approval in our October 7, 2019 letter to the Board.

RESOLUTION GRANTING PRELIMINARY SEWER AND PRELIMINARY, TENTATIVE AND FINAL WATER APPROVAL TO JACKSON PROPERTIES

WAREHOUSE, BLOCK 2101, LOT 5.01, ON THE TAX MAP OF THE TOWNSHIP OF JACKSON – The applicant, Jackson Properties, Inc., is proposing to construct an 18,000 square foot warehouse and light commercial facility, and an 1,800 square foot office on the south side of Hyson Road, east of Stanley Place. The applicant proposes to install an on-site, 8” water main extension to service the site and install one (1) on-site fire hydrant and one (1) 2” water service to service the proposed warehouse and office facility. The applicant proposes to provide sanitary sewer service to the site with a septic system installation. We recommended this approval in our October 7, 2019 letter to the Board.

PUBLIC RELATIONS COMMITTEE REPORT:

The Public Relations Committee will meet this evening to discuss the HomeServe USA 2019 Charitable Contribution.

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 AUTHORIZING PAYMENT OF VOUCHERS, DEPOSIT REFUNDS AND PAYROLL FOR OCTOBER 2019 - The October Bill List was presented this month for approval totaling \$1,278,366.81. The Finance Committee has reviewed and is recommending approval this evening. A supplemental Bill List will be required to pay various vendors including utility invoices not yet received due to the timing of this month’s meeting. The Supplemental Bill List for October will be presented for review and approval next month.

RESOLUTION AUTHORIZING APPROVAL OF THE 2020 JTMUA SEWER/WATER OPERATING CAPITAL BUDGET – The 2020 Sewer/Water Operating Capital Budget along with the annual rate analysis has been reviewed by the Finance Committee. The Board has received a copy of the proposed budget for review and the Finance Committee is recommending approval this evening.

The Authority is requesting approval this evening to advertise for a Rate Hearing to be held at the Public Meeting on November 21, 2019. The Board granted said approval.

RESOLUTION AUTHORIZING THE PURCHASE OF A TRIMBLE R2 GPS RECEIVER, CONTRACT CT-19076, TO E.H. WACHS, IN AN AMOUNT NOT TO EXCEED \$8,750.00 – The Authority desires to purchase one (1) Trimble R2 GNSS GPS Receiver to be used in conjunction with the Authority’s handheld valve exerciser equipment for locating sewer/water infrastructure with precision. The Authority attempted to receive three (3) quotes with only one respondent. The resolution being presented this evening is to award the purchase to E. H. Wachs, Contract No. CT-19076, in an amount not to exceed \$8,750.00. The Finance Committee has reviewed and is recommending approval this evening.

PERSONNEL COMMITTEE REPORT:

RESOLUTION AUTHORIZING APPROVAL OF THE NON-UNION AGREEMENT FOR THE PERIOD OF JANUARY 1, 2020 THROUGH DECEMBER 31, 2024 – The current Non-Union Employee Agreement (Agreement) expires on December 31, 2019. There are two changes in the Agreement which have been reviewed by the Finance and Personnel Committees and are recommending approval this evening.

RESOLUTION AUTHORIZING SIDE BAR AGREEMENTS, TO THE COLLECTIVE BARGAINING AGREEMENT, WITH THE TRANSPORT WORKERS UNION OF AMERICA, LOCAL 220 – The current Collective Bargaining Agreement (CBA) with the Transport Workers Union of America, Local 220 (TWU) is effective January 1, 2018 through December 31, 2021. There are two (2) side bars. The first side bar is from the TWU who has requested an amendment to the CBA with regards to uniforms provided by the Authority. The second side bar is requested by the Authority as an amendment to the CBA with regards to language clarification for compensatory time. The Finance and Personnel Committees have reviewed and are recommending approval this evening.

CONSENT RESOLUTIONS:

2019-139 Resolution Granting Tentative Sewer Approval to Valley Road Minor Subdivision, Block 7001, Lot 23, on the Tax Map of the Township of Jackson 2019

2019-140 Resolution Granting Preliminary Sewer and Preliminary, Tentative and Final Water Approval to Jackson Properties Warehouse, Block 2101, Lot 5.01, on the Tax Map of the Township of Jackson

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

RESOLUTIONS OFFERED:

2019-141 Resolution Authorizing Payment of Vouchers, Deposit Refunds and Payroll for October 2019

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

2019-142 Resolution Granting Sewer and Water Performance Bond Releases for The Oaks at Jackson Woods, Block 4101, Lot 20.01, on the Tax Map of the Township of Jackson

Moved: Commissioner Blake
Second: Commissioner Porter
Vote: Unanimous
Abstain: Commissioner Glory

2019-143 Resolution Authorizing Award of the Brookwood Parkway Sanitary Sewer Evaluation and Spot Repairs, Contract No. CT-19075, to North American Pipeline Services, LLC, in an Amount Not to Exceed \$127,601.00

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

2019-144 Resolution Authorizing the Purchase of a Trimble R2 GPS Receiver, Contract No. CT-19076, to E.H. Wachs, in an Amount Not to Exceed \$8,750.00

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

2019-145 Resolution Authorizing Approval of the Non-Union Agreement for the Period of January 1, 2020 through December 31, 2024

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

2019-146 Resolution Authorizing Side Bar Agreements, to the Collective Bargaining Agreement, with the Transport Workers Union of America, Local 220

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

2019-147 Resolution Authorizing Approval of the 2020 JTMUA Sewer/Water Operating Capital Budget – State Version

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

There was no closed session.

Chairman Allmann noted that the next Public Meeting will take place November 21, 2019, the third Thursday of the month, at 5:30 P.M.

OTHER MATTERS:

Mr. Harpell noted the new warehouse will be close to completion next month if the Board Members would like to take a brief tour of the building.

With no further matters to discuss, Commissioner Blake made a motion to adjourn. Commissioner Glory seconded the motion and it was passed unanimously. Chairman Allmann declared the October 17, 2019 Public Meeting adjourned.

End of Minutes