



**JACKSON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**  
**OPEN MINUTES**  
**Reorganization Meeting – February 22, 2024**  
**5:00 PM**

The Reorganization Meeting of February 22, 2024, was called to order by Carolyn Mauro, Director of Administration and Program Development. 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:** Carolyn Mauro led the Commissioners in the Pledge of Allegiance.

The Open Public Meetings Act notice was read into the record by Carolyn Mauro, Director of Administration and Program Development. 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 OF THE BOARD OF COMMISSIONERS:**

William Allmann	Present
Richard Egan	Present
Janet Longo	Present
Todd Porter	Present
Lewis Wildman	Present
Karen Bressi	Present

**PROFESSIONALS:**

Consulting Engineer – Trace Dittenhofer	Present
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**AUTHORITY STAFF:**

David Harpell, Executive Director	Present
James Diaz, Asst. Executive Director/Director of Finance	Present
Earl Quijano, Principal Engineer	Present
Carolyn Mauro, Director of Administration and Program Development	Present

**APPOINTMENT OF AUTHORITY OFFICIALS:**

2024-012     **CHAIRMAN** – Commissioner Porter made a motion to nominate Commissioner Allmann as Chairman. Commissioner Longo seconded the motion, and it was passed unanimously. Commissioner Allmann abstained. There were no other nominations.

2024-013     **VICE-CHAIRMAN** – Commissioner Longo made a motion to nominate Commissioner Porter as Vice-Chairman. Commissioner Wildman seconded the motion, and it was passed unanimously. Commissioner Porter abstained. There were no other nominations.

- 2024-014      **SECRETARY** – Commissioner Porter made a motion to nominate Commissioner Longo as Secretary. Commissioner Egan seconded the motion, and it was passed unanimously. Commissioner Longo abstained. There were no other nominations.
  
- 2024-015      **TREASURER** – Commissioner Porter made a motion to nominate Commissioner Wildman as Treasurer. Commissioner Egan seconded the motion, and it was passed unanimously. Commissioner Wildman abstained. There were no other nominations.
  
- 2024-016      **ASSISTANT SECRETARY/TREASURER** – Commissioner Wildman made a motion to nominate Commissioner Egan as Assistant Secretary/Treasurer. Commissioner Longo seconded the motion, and it was passed unanimously. Commissioner Egan abstained. There were no other nominations.

**QUESTIONS/COMMENTS/Written CORRESPONDENCE FROM THE PUBLIC:** At this time, Commissioner Allmann stated that there was no public comment or written correspondence but will leave the meeting open for the balance of the meeting. Authority Employees attending: Sana Siddiqui, Michael Janusz, Christopher Parks and Tonya Coccio.

Please hold off on any questions or comments until recognized and you will be asked to state your name.

**CONSENT RESOLUTIONS:**

- 2024-017      Resolution Appointing the **Authority Attorney** Through a Fair and Open Process.  
  
 Moved:            Commissioner Longo made a motion to nominate the Law Offices of Michael J. McKenna, LLC.  
 Second:            Commissioner Wildman  
 Vote:                Unanimous  
 Abstain:            None
  
- 2024-018      Resolution of the Jackson Township Municipal Utilities Authority Appointing the Authority **Special Counsel** Through a Fair and Open Process.  
  
 Moved:            Commissioner Porter made a motion to nominate Marmero Law, LLC.  
 Second:            Commissioner Egan  
 Vote:                Unanimous  
 Abstain:            None
  
- 2024-019      Resolution of the Jackson Township Municipal Utilities Authority Appointing the Authority **Bond Counsel** Through a Fair and Open Process.  
  
 Moved:            Commissioner Wildman made a motion to nominate Dilworth Paxon LLP.  
 Second:            Commissioner Porter  
 Vote:                Unanimous  
 Abstain:            None

2024-020 Resolution of the Jackson Township Municipal Utilities Authority Appointing the Authority **Auditor** Through a Fair and Open Process.

Moved: Commissioner Porter made a motion to nominate Holman Frenia Allison, PC.  
Second: Commissioner Longo  
Vote: Unanimous  
Abstain: None

2024-021 Resolution of the Jackson Township Municipal Utilities Authority Appointing the Authority **Engineer** Through a Fair and Open Process.

Moved: Commissioner Porter made a motion to nominate Van Cleef Engineering Associates LLC.  
Second: Commissioner Longo  
Vote: Unanimous  
Abstain: None

2024-022 Resolution of the Jackson Township Municipal Utilities Authority Appointing the Authority's **Special Projects Engineers** Through a Fair and Open Process.

Moved: Commissioner Porter made a motion to nominate the following:  
Alaimo Group Consulting Engineers  
Boro Engineering  
Colliers Engineering and Design  
D&B Engineers and Architects of New Jersey, PC  
Emerson Process Management Power & Water Solutions, Inc.  
French & Parrello Associates  
H2M Architects & Engineers  
Harbor Consultants  
HDR Engineering, Inc.  
Keystone Engineering Group  
Morgan Engineering LLC  
Mumford Bjorkman Associates, Inc.  
On Board Engineering Corporation  
Paulus, Sokolowski and Sartor, LLC (PS&S)  
R3M Engineering, Inc.  
Remington & Vernick Engineers  
SCADATEK Incorporated  
Suburban Consulting Engineers, Inc.  
T&M Associates  
Van Cleef Engineering Associates, LLC  
Second: Commissioner Wildman  
Vote: Unanimous  
Abstain: None

2024-023 Resolution of the Jackson Township Municipal Utilities Authority Designating the **Official Newspapers**.

Moved: Commissioner Longo made a motion to nominate the following:  
Primary: Asbury Park Press  
Secondary: Newark Star Ledger  
Second: Commissioner Porter  
Vote: Unanimous  
Abstain: None

2024-024 Resolution of the Jackson Township Municipal Utilities Authority Appointing James Diaz as the Authority's **Fund Commissioner for the New Jersey Authorities Joint Insurance Fund.**

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

2024-025 Resolution of the Jackson Township Municipal Utilities Authority Appointing James Diaz as the Authority's **Fund Commissioner for the Central Jersey Health Insurance Fund.**

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

2024-026 Resolution of the Jackson Township Municipal Utilities Authority Designating Authorized **Depositories and Establishing a Cash Management Plan** for 2024.

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

**OTHER MATTERS:**

Chairman Allmann stated his recommendations for the following Authority Committees:

- |                           |   |            |            |                        |
|---------------------------|---|------------|------------|------------------------|
| a. Engineering Committee  | - | W. Allmann | T. Porter  | R. Egan (Alternate)    |
| b. Finance Committee      | - | J. Longo   | K. Bressi  | L. Wildman (Alternate) |
| c. Personnel Committee    | - | T. Porter  | K. Bressi  | W. Allmann (Alternate) |
| d. Public Relations/Admin | - | R. Egan    | L. Wildman | J. Longo (Alternate)   |

The Board agreed on the appointment of Authority Committees

With no further matters to discuss, Commissioner Wildman made a motion to adjourn. Commissioner Porter seconded the motion, and it was passed unanimously. Commissioner Allmann declared the February 22, 2024, Reorganization Public Meeting adjourned.

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End of Minutes