

**JACKSON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**  
**OPEN MINUTES**  
**February 3, 2022**  
**5:30 PM**

The Reorganization Meeting of February 3, 2022 was called to order by Joan Haltigan, Executive Assistant. For the record, this meeting is also being conducted by telephonic conference due to the COVID-19 issue.

**PLEDGE OF ALLEGIANCE** – Joan Haltigan led the Commissioners in the Pledge of Allegiance.

The Open Public Meetings Act notice was read into the record by Joan Haltigan, Executive Assistant. It was noted that for the record that this Public Meeting was advertised as being held via teleconference on the Authority’s website. The meeting is being recorded. If any participant is disconnected, please dial back in. For any public participation, 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 |
| Carol Blake     | Present |
| Clara Glory     | Present |
| Janet Longo     | Present |
| Todd Porter     | Present |
| Lewis Wildman   | Present |

**PROFESSIONALS:**

|  |         |
|--|---------|
| Attorney – Michael J. 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 |

**APPOINTMENT OF AUTHORITY OFFICIALS:**

**CHAIRMAN** - Mrs. Glory made a motion to nominate Mr. William Allmann as Chairman. Mrs. Blake seconded the motion and it was passed unanimously. Mr. Allmann abstained. There were no other nominations.

**VICE-CHAIRMAN** - Mrs. Glory made a motion to nominate Mrs. Carol Blake as Vice-Chairwoman. Mr. Porter seconded the motion and it was passed unanimously. Mrs. Blake abstained. There were no other nominations.

**SECRETARY** – Mrs. Glory made a motion to nominate Mrs. Janet Longo as Secretary. Mr. Porter seconded the motion and it was passed unanimously. Mrs. Longo abstained. There were no other nominations.

**TREASURER** – Mrs. Blake made a motion to nominate Mrs. Clara Glory as Treasurer. Mrs. Longo seconded the motion and it was passed unanimously. Mrs. Glory abstained. There were no other nominations.

**ASSISTANT SECRETARY/TREASURER** – Mrs. Glory made a motion to nominate Mr. Todd Porter as Assistant Secretary/Treasurer. Mrs. Blake seconded the motion and it was passed unanimously. Mr. Porter abstained. There were no other nominations.

**QUESTIONS/COMMENTS/WRITTEN CORRESPONDENCE FROM THE PUBLIC:**  
Present from the public were Mr. Trace Dittenhofer and Ms. Tonya Coccio. At this time, Chairman Allmann stated that there was no public participation 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.

**CONSENT RESOLUTIONS:**

2022-020 Resolution Appointing the Authority General Counsel and Labor Counsel via a Fair and Open Process – Hierung, Gannon & McKenna

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

2022-021 Resolution Appointing the Authority Bond Counsel via a Fair and Open Process – GluckWalrath, LLP

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

2022-022 Resolution Appointing the Authority Auditor via a Fair and Open Process – Holman Frenia Allison, P.C.

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

- 2022-023 Resolution Appointing the Authority Engineer via a Fair and Open Process – Remington & Vernick Engineers
- Moved: Commissioner Glory  
 Second: Commissioner Blake  
 Vote: Unanimous  
 Abstain: None
- 2022-024 Resolution Appointing the Authority’s Special Projects Engineers via a Fair and Open Process
- Alaimo Group  
 BORO Engineering, LLC  
 CME Associates  
 Colliers Engineering & Design  
 D&B Architects & Engineers, P.C.  
 French & Parrello Associates  
 H2M Architects & Engineers  
 HDR Engineering, Inc .  
 Mott MacDonald, LLC  
 Mumford Bjorkman Associates, Inc.  
 Paulus, Sokolowski and Sartor, LLC  
 Ramboll America’s Engineering Solutions, Inc.  
 Remington & Vernick Engineers  
 R3M Engineering, Inc.  
 Suburban Consulting Engineers, Inc.  
 T& M Associates  
 Van Cleef Engineering Associates, LLC
- Moved: Commissioner Blake  
 Second: Commissioner Porter  
 Vote: Unanimous  
 Abstain: Commissioner Glory abstained on T&M Associates
- 2022-025 Resolution Designating Various Banks and Financial Institutions as Approved Depositories
- 1<sup>st</sup> Constitution Bank  
 Fulton Bank  
 JPMorgan Chase Bank, N.A.  
 Lakeland Bank  
 Manasquan Bank  
 New Jersey Cash Management Fund  
 OceanFirst Bank, N.A.  
 Parke Bank  
 PNC Bank, N.A.  
 Provident Bank  
 TD Bank, N.A.
- Moved: Commissioner Glory

Second: Commissioner Blake  
Vote: Unanimous  
Abstain: None

2022-026 Resolution Designating the Official Newspapers.

Primary: Asbury Park Press  
Secondary: Newark Star Ledger

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

2022-027 Resolution Appointing James Diaz as the Authority's Fund Commissioner for the New Jersey Utility Authorities Joint Insurance Fund

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

2022-028 Resolution Appointing James Diaz as the Authority's Fund Commissioner for the Central Jersey Health Insurance Fund

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

2022-029 Resolution Adopting the 2022-2023 Public Meeting Schedule

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

2022-030 Resolution Authorizing Award of the Control Wave CPU Upgrades, Contract No. CT-22202, to Scadatek, Inc., Through a Fair and Open Process, in an Amount Not to Exceed \$23,715.00

Mr. Quijano briefly discussed this approval stating that the Authority is in need of professional services in upgrading eleven (11) Emerson Control Wave Micro 150 CPUs and providing related programming services. Two (2) proposals were received and opened in amounts ranging from a low of \$21,471.34 to a high of \$23,715.00. The Authority's staff is recommending award of the Control Wave CPU Upgrade, Contract No. CT-22202 to Scadatek, Inc., in an amount not to exceed \$23,715.00. This has been reviewed with the Engineering Committee and is recommending approval this evening.

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

**OTHER MATTERS:**

Chairman Allmann stated his recommendations for the following Authority Committees:

- a. Administrative Committee - C. Blake/C. Glory
- b. Engineering Committee - W. Allmann/C. Blake/J. Longo - Alternate
- c. Finance Committee - C. Glory/J. Longo/L. Wildman -Alternate
- d. Personnel Committee - W. Allmann/T. Porter/L. Wildman - Alternate
- e. Public Relations Committee - C. Glory/L. Wildman

The Board agreed on the appointment of Authority Committees

There was no closed session.

Chairman Allmann noted that the next public meeting will take place on February 24, 2022 at 5:30 PM.

With no further matters to discuss, Commissioner Blake made a motion to adjourn. Commissioner Porter seconded the motion and it was passed unanimously. Chairman Allmann declared the February 3, 2022 Public Meeting adjourned.

---

End of Minutes