



THE JACKSON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
OPEN MINUTES
July 27, 2023
5:30 PM

The Public Meeting of July 27, 2023, was called to order by Chairman William Allmann. 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 Allmann 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:

THE BOARD OF COMMISSIONERS

William Allmann, Chairman	Present
Clara Glory, Vice - Chairwoman	Present
Janet Longo, Secretary	Present
Todd Porter, Treasurer	Present
Lewis Wildman, Assistant Secretary/Treasurer	Present
Karen Bressi, Alternate	Present

OTHER ATTENDEES:

PROFESSIONALS

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

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	Present

OPENING STATEMENT:

As Director of Administration and Program Development, 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 22, 2023:

Moved: Commissioner Glory
Second: Commissioner Longo
Vote: Unanimous
Abstain: none

QUESTIONS/COMMENTS/WRITTEN CORRESPONDENCE FROM THE PUBLIC – Present from the public was Mr. Cordts.

At this time, Chairman Allmann 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.

REPORTS:

EXECUTIVE DIRECTOR’S REPORT

The Authority would like to host another St. Baldrick’s Event to raise money to ‘Conquer Childhood Cancers’. The Authority previously hosted the event back in 2016 and 2017. We would like to hold the event again this year on September 1, if there are no objections.

Jackson Trail Resolution of the Jackson Township Municipal Utilities Authority Authorizing a Sewer and Water Service Agreement with Mordechai Eichorn. This item was originally listed under confidential matters. The Engineering Committee spoke to Jackson Trails and offered waivers to run water to the Manchester border, interconnect Manchester, and build a booster station that could serve Manchester. These improvements would be a benefit to the Authority. We came to terms this week and there is a draft agreement on the agenda. Usually, agreements are signed by the Developer prior to the meeting; however, today is a holiday and the Developer is not available. The Resolution explains that the approval is contingent upon getting a signed agreement within a week. If the signed agreement is not received, this approval is null and void.

Resolution of the Jackson Township Municipal Utilities Authority Authorizing a Three-Party Sanitary Sewer Service Agreement with Manchester Township and Ocean County Utilities Authority. This resolution is also being presented with the stipulation that the approval is contingent upon receiving a signed agreement within a week. If not received, this approval is null and void.

ENGINEERING COMMITTEE REPORT

Mr. Quijano discussed the following action item from the Engineering Committee:

Susan Drive Sanitary Sewer Improvements Constructed During the Township’s Storm Sewer Replacement and Paving Project – Authorizing Final Quantities, in the Amount of \$134,367.33. The Township adopted Resolution No. 135R-22 on March 8, 2022, authorizing the execution of a Shared Services Agreement with the Authority, which included an optional bid alternate item for the Authority’s construction portion of the sanitary sewer improvements in their bid documents. In accordance with the Agreement, the Authority agrees to be responsible and reimburse the Township for all costs incurred with respect to the construction portion of the sanitary sewer work, including concrete curb and sidewalk, as directed. The Township has provided the final quantity reimbursement amount, in an amount not to exceed

\$134,367.33. The quantities and reimbursement were reviewed by the Engineering Committee, and we are in agreement with the Township. They will be sending us an invoice so that we can reimburse them next month. This turned out to be good for the Authority. They installed approximately 500 feet of sewer main at about one-half of the price if we had bid it out. We are recommending that the reimbursement amount be paid and the contract closed.

Rehabilitation of Well No. 8, Contract No. CT-23201 – Authorizing Final Quantities Change Order No. 1 with A.C. Schultes, Inc., in the Decreased Amount of <\$52,690.00>. The reduction is for unused items. When rehabilitating a well, we don't know the amount of time to redevelop the well so we typically include twenty (20) days in the bid. This well only took five (5) days. The final quantities change order has been reviewed and found to be acceptable. We are recommending that the Final Quantities Change Order be approved, decreasing the contract amount to \$143,360.00.

Whitesville Business Park, Block 22301, Lot 5 – Authorizing a Water Service Agreement. Whitesville Business Park, LLC (Property Owner) is the owner of Whitesville Business Park, Block 22301, Lot 5. The Property Owner wishes to connect their premises to the Authority's facilities for the purpose of obtaining public water because their private well failed. Due to the emergency nature, the Property Owner is requesting to pay water connection fees in twelve (12) quarterly installments. The Authority's staff and the Engineering Committee are recommending the authorization of said Water Service Agreement.

CONSULTING ENGINEER'S REPORT

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

Resolution of the Jackson Township Municipal Utilities Authority Granting Preliminary Sewer and Water Approval to 450 Business Park, Block 4801, LooT 25, on the Tax Map of the Township of Jackson. The Applicant, 450 Business Park, LLC is proposing to construct a 34,056 square foot contractor's warehouse. The site is located on the north side of County Line Road, across from the intersection of Huntington Drive. The Applicant is proposing to provide public sanitary sewer by a lateral connection into a manhole provided by an adjacent development and public water by a water main extension connecting to the water main provide by an adjacent development. The applicant is represented by Brian Murphy of FWH Associates, PA.

Preliminary sewer and water approval has been recommended in our office's July 21, 2023, letter to the Board.

Resolution of the Jackson Township Municipal Utilities Authority Acknowledging the Developer's Decision to Install a Septic Sewer Disposal System and Granting Preliminary Water Approval to Faraday Warehouse, Block 22009, Lots 1 – 6, on the Tax Map of the Township of Jackson. The Applicant, Faraday Ave Property, LLC, is proposing to construct a 123,606 square foot warehouse/office building with 110,686 square foot warehouse and 12,920 square foot office. The site is located at the northerly side of the intersection of Faraday Avenue and Houston Avenue. The Applicant is proposing to provide sanitary sewer service with a septic disposal system and proposing to service the site with public water by way of a water main extension connecting to a water main in Houston Avenue. The Applicant is represented by William Stevens, PE of Professional Design Services, LLC.

Our office's letter of July 21, 2023, to the Board recommends that the Authority acknowledge the Applicant's decision to install a septic disposal system and to grant preliminary water approval.

Resolution of the Jackson Township Municipal Utilities Authority Granting Tentative Sewer and Water Approval to GM Equities Warehouse, Block 4601, Lots 4 and 5, on the Tax Map of the Township of Jackson. The Applicant, GM Equities, LLC, is proposing to construct a mixed-use 38,285 square-foot warehouse building and 3,800 square-foot office space on the south side of North County Line Road, east of Jackson Mills Road. The applicant is proposing to install a single six-inch sanitary sewer lateral from the existing sanitary sewer main in North County Line Road and to install an on-site six-inch water main extension to service the building. The Applicant is represented by William S. Stevens, PE of Professional Design Services, LLC.

Tentative sewer and water approval has been recommended in our office's July 21, 2023, letter to the Board.

Resolution of the Jackson Township Municipal Utilities Authority Granting Final Sewer and Water Approval to Good Friend Electric, Block 7306, Lot 5, on the Tax Map of the Township of Jackson. The Applicant, Dazey Investors, LLC is proposing to construct a 2,357 square-foot commercial warehouse addition to the existing 2,735 square-foot one-story masonry building on the north side of West County Line Road, between Steuben Lane and Seminole Drive. The Applicant is proposing to provide sanitary sewer service to the site by installing a single sanitary sewer lateral from the existing sanitary sewer main in West County Line Road and to provide water service to the site by installing a single domestic water service from the existing water main in West County Line Road. The Applicant is represented by William A. Stevens, PE, of Professional Design Services, LLC.

Final sewer and water approval has been recommended in our office's July 21, 2023, letter to the Board.

Resolution of the Jackson Township Municipal Utilities Authority Granting Final Water Approval to Jackson One Warehouse, Block 2701, Lots 32 and 33, on the Tax Map of the Township of Jackson. The Applicant, Jackson One, LLC is proposing to construct a warehouse facility on the northwest corner of West Commodore Boulevard and Patterson Road. The Applicant is proposing to provide water service by installing an off-site and on-site water main extension to service the site. The Applicant is represented by T. W. Giggan, PE of Kimley-Horn and Associated, Inc.

Final sewer and water approval has been recommended in our office's July 21, 2023, letter to the Board.

Resolution of the Jackson Township Municipal Utilities Authority Granting Preliminary 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. The Applicant, Yosef Magid, is proposing to construct four warehouse/office buildings with 274,890 square feet of warehouse and 48,510 square feet of office. The site is located on the easterly side of South Hope Chapel Road approximately 550 feet south of Whitesville Road. The applicant is proposing to provide public sanitary sewer service by a sewer main extension connecting to an adjacent development's sanitary sewer, and public water by a water main extension connecting to two adjacent development's water mains. The applicant is represented by Robert J. Colucco III, PE of Dynamic Engineering.

Preliminary sewer and water approval has been recommended in our office's July 21, 2023, letter to the Board.

Resolution of the Jackson Township Municipal Utilities Authority Consenting to the Proposed Ocean County Water Quality Management Plan Amendment for a Portion of Block 13601, Lots 9 and 10, on the Tax Map of the Township of Jackson. The Applicant, Hope Road, LLC, is proposing an amendment that would expand the sewer service area of the Ocean County Utilities Authority Northern Wastewater Pollution Control Facility (OCUA Northern WPTCF) by 1.04 acres to serve an existing single-

family dwelling as well as two proposed single-family dwellings on Block 13601, Lot 9 and 10, in Jackson Township, Ocean County.

Revision to the approved sewer service area to include the above referenced site has been recommended in our office's July 21, 2023, letter to the Board.

Resolution of the Jackson Township Municipal Utilities Authority Granting Water Approval to Whitesville Contractor Shop, Block 22203, Lot 11, on the Tax Map of the Township of Jackson. The Applicant, Whitesville Development, LLC, is proposing to construct a 11,408 square foot, two story office building, and a 24,800 square foot contractor shop and warehouse with a 7,440 square foot mezzanine office. The site is located on the east side of Whitesville Road, north of Brush Avenue. The Applicant is proposing to service the site with public sanitary sewer with a sewer lateral connecting to the sewer main in Whitesville Road and to service the site with public water with an on-site water main extension connecting to the water main in Whitesville Road. There is no sewer capacity and the Applicant will need to find another means to sewer this project. The Applicant is represented by William Stevens, PE of Professional Design Services, LLC.

Preliminary water approval has been recommended in our office's July 21, 2023, letter to the Board.

PUBLIC RELATIONS COMMITTEE

None.

ADMINISTRATIVE COMMITTEE

None.

FINANCE COMMITTEE

Resolution of the Jackson Township Municipal Utilities Authority Accepting the Cash Management Report for Month Ending June 30, 2023 – The Finance Committee has reviewed and is recommending approval this evening.

Resolution of the Jackson Township Municipal Utilities Authority Authorizing the Payment of Vouchers, Deposit Refunds and Payroll for July 2023 – The Finance Committee has reviewed and is recommending approval this evening.

Resolution of the Jackson Township Municipal Utilities Authority Authorizing an Internet Auction for the Disposition of Surplus Property Pursuant to State Contract No. 19-GNSV1-00696. The primary items to be surplus are twenty-four (24) Brigadier by Kyocera Cell Phones (originally being donated to the Jackson Police Department but they no longer accept), Miscellaneous equipment, one (1) 2008 Ford F-250 Utility Body with Salter, one (1) 2010 Chevy Silverado, one (1) 2006 Ford Explorer, and seventeen (17) boxes of meters and meter heads. The Finance Committee has reviewed and is recommending approval this evening.

Resolution of the Jackson Township Municipal Utilities Authority Authorizing Award of the Jib Crane Maintenance, Service and Repair, Contract No. CT-23213 to Shupper-Brickle Equipment Co., in an Amount not to Exceed \$29,900.00. This is to rehabilitate the Abell Howe JIB Cranes located at the North Cooks Bridge Road and Grand Boulevard Pump Stations. Includes repairs, resetting and painting of each. The bid was advertised on June 13, 2023 and opened on June 29, 2023. One bid was submitted by Shupper-Brickle Equipment Company, in an amount not to exceed \$29,900.00. The Finance Committee has reviewed and is recommending approval this evening.

Resolution of the Jackson Township Municipal Utilities Authority Authorizing Award of Painting Various Sites, Contract No. CT-23219 to John O’Hara Company, Inc., in an Amount Not to Exceed \$14,800.00. This bid is for painting the ceilings at Well No. 9 at London Drive, Well No. 12 and 14 at SFGA, Well No. 13 and 15 at Hyson Water Treatment Plant and the London Water Treatment Plant. Two (2) quotes were received, ranging from \$14,800.00 to \$15,485.00, with the award going to John O’Hara Company, Inc., in an amount not to exceed \$14,800.00. The Finance Committee has reviewed and is recommending approval this evening.

Resolution of the Jackson Township Municipal Utilities Authority Authorizing Award of the 2023 London Drive Water Treatment Plant Pump Replacements, Contract No. CT-23218 to Geiger Pump and Equipment Co., in an Amount not to Exceed \$11,473.80. This contract is to replace a thirteen (13) year old caustic pump, which is no longer repairable. One quote was received, in the amount of \$11,473.80. The Finance Committee has reviewed and is recommending approval this evening.

Informational:

- There is a training schedule, which all executives, management and supervisors must take.
- The 2022 Deferred Compensation audit has been completed. It will be distributed to the Commissioners when received.

Pandemic-Related Water & Sewer Arrearages. Following is the update on the bill assistance programs being offered:

- A. Low Income Household Water Assistance program (LIHWAP): As of the date of this report the Authority has received a net total of \$66,492.67 from the State representing twenty-eight (28) accounts. Applications are still being accepted by the State so we will continue with it as long as the State does.
- B. Twelve (12) month interest free payment plan option for customers who have arrearages through 4/15/2022: As of the date of this report, there are forty (40) accounts that remain compliant with the Payment Plan option. The total amount due from the accounts is \$20,988.53.
- C. HomeServe Bill Assistance Program: To date seven (7) applications have been received. Six (6) of which qualified for assistance totaling \$1,500.00, with the latest one received.

PERSONNEL COMMITTEE

There are no personnel action items this month.

COMMENTS FROM THE PUBLIC

None.

CONSENT RESOLUTIONS:

- 2023 – 123 Resolution of the Jackson Township Municipal Utilities Authority Accepting the Cash Management Report for Month Ending June 30, 2023.
- 2023 – 124 Resolution of the Jackson Township Municipal Utilities Authority Authorizing the Payment of Vouchers, Deposit Refunds, and Payroll for July 2023.
- 2023 – 125 Resolution of the Jackson Township Municipal Utilities Authority Authorizing a Water Service Agreement with Whitesville Business Park, Block 22301, Lot 5, on the Tax Map of the Township of Jackson.

- 2023 – 126 Resolution of the Jackson Township Municipal Utilities Authority Granting Preliminary Sewer and Water Approval to 450 Business Park, Block 4801, Loot 25, on the Tax Map of the Township of Jackson.
- 2023 – 127 Resolution of the Jackson Township Municipal Utilities Authority Acknowledging the Developer’s Decision to Install a Septic Sewer Disposal System and Granting Water Approval to Faraday Warehouse, Block 22009, Lots 1 – 6, on the Tax Map of the Township of Jackson.
- 2023 – 128 Resolution of the Jackson Township Municipal Utilities Authority Granting Tentative Sewer and Water Approval to GM Equities Warehouse, Block 4601, Lots 4 and 5, on the Tax Map of the Township of Jackson.
- 2023 – 129 Resolution of the Jackson Township Municipal Utilities Authority Granting Final Sewer and Water Approval to Good Friend Electric, Block 7306, Lot 5, on the Tax Map of the Township of Jackson.
- 2023 – 130 Resolution of the Jackson Township Municipal Utilities Authority Granting Final Water Approval to Jackson One Warehouse, Block 2701, Lots 32 and 33, on the Tax Map of the Township of Jackson.
- 2023 – 131 Resolution of the Jackson Township Municipal Utilities Authority Granting Preliminary Sewer and Water Approval to RAM Warehouse, Block 17, 20, 21, 22, 23 and 24, on the Tax Map of the Township of Jackson.
- 2023 – 132 Resolution of the Jackson Township Municipal Utilities Authority Consenting to the Proposed Ocean County Water Quality Management Plan Amendment for a Portion of Block 13601, Lots 9 and 10, on the Tax Map of the Township of Jackson.
- 2023 – 133 Resolution of the Jackson Township Municipal Utilities Authority Granting Preliminary Water Approval to Whitesville Contractor Shop, Block 22203, Lot 11, on the Tax Map of the Township of Jackson.

Moved: Commissioner Wildman
 Second: Commissioner Longo
 Vote: Unanimous
 Abstain: Commissioner Glory – Resolutions #2023-124, check 4080.

RESOLUTIONS OFFERED:

- 2023 – 134 Resolution of the Jackson Township Municipal Utilities Authority Authorizing Final Quantities for Susan Drive Sanitary Sewer Improvements Constructed During the Township’s Storm Sewer Replacement and Paving Project, in the Final Quantities Amount of \$134,367.33.

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

- 2023 – 135 Resolution of the Jackson Township Municipal Utilities Authority Authorizing Final Quantities Change Order No. 1 for the Rehabilitation of Well No. 8, Contract No. CT-23201 with A.C. Schultes, Inc., in the Decreased Amount of <\$52,690.00>.
- Moved: Commissioner Wildman
Second: Commissioner Porter
Vote: Unanimous
Abstain: none
- 2023 – 136 Resolution of the Jackson Township Municipal Utilities Authority Authorizing Award of Painting Various Sites, Contract No. CT-23219 to John O’Hara Company, Inc., in an Amount Not to Exceed \$14,800.00.
- Moved: Commissioner Glory
Second: Commissioner Wildman
Vote: Unanimous
Abstain: none
- 2023 – 137 Resolution of the Jackson Township Municipal Utilities Authority Authorizing Award of the Jib Crane Maintenance, Service and Repair, Contract No. CT-23213 to Shupper-Brickle Equipment Co., in an Amount not to Exceed \$29,900.00.
- Moved: Commissioner Glory
Second: Commissioner Longo
Vote: Unanimous
Abstain: none
- 2023 – 138 Resolution of the Jackson Township Municipal Utilities Authority Authorizing Award of the 2023 London Drive Water Treatment Plant Pump Replacements, Contract No. CT-23218 to Geiger Pump and Equipment Co., in an Amount not to Exceed \$11,473.80.
- Moved: Commissioner Porter
Second: Commissioner Longo
Vote: Unanimous
Abstain: none
- 2023 – 139 Resolution of the Jackson Township Municipal Utilities Authority Authorizing an Internet Auction for the Disposition of Surplus Property Pursuant to State Contract No. 19-GNSV1-00696.
- Moved: Commissioner Glory
Second: Commissioner Longo
Vote: Unanimous
Abstain: none
- 2023 – 140 Resolution of the Jackson Township Municipal Utilities Authority Authorizing a Sewer and Water Service Agreement with Mordechai Eichorn.
- Moved: Commissioner Wildman
Second: Commissioner Porter
Vote: Unanimous
Abstain: none

2023 – 141

Resolution of the Jackson Township Municipal Utilities Authority Authorizing a Three-Party Sanitary Sewer Service Agreement with Manchester Township and Ocean County Utilities Authority.

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

CLOSED SESSION:

There was no closed session.

OTHER MATTERS:

On the Township paperwork included with the tax bills, it shows the Authority meeting at 8:30 PM. That should be corrected with the Township and Carolyn will contact the Township.

Chairman Allmann noted that the next regular scheduled Public Meeting will be held on Thursday, August 24, 2023, at 5:30 PM.

With no further matters to discuss, Commissioner Wildman made a motion to adjourn. Commissioner Longo seconded the motion, and it was passed unanimously.

Chairman Allmann declared the July 27, 2023, Public Meeting adjourned.

End of Minutes