

**OLD BRIDGE MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING
November 16, 2015**

Call to Order: The Regular Meeting of November 16, 2015 was called to order at 12:00 p.m. with the Pledge of Allegiance by Arthur Haney, Chairman.

Announcement: Chairman Haney announced that this meeting is being held in conformance with the Open Public Meetings Act. Notice has been given to the newspapers and notice of the meeting has been posted in public places.

Roll Call: Present:
Arthur Haney, Chairman
Richard Greene, Vice Chairman
Edward Testino, Secretary (arrived at 12:07 p.m.)
Anita Greenberg, Treasurer
Paul Carlock, 2nd Alternate

Absent:
Frank Weber, Assistant Treasurer

Also Present: Guy Donatelli, Executive Director
Michelle Smith, Comptroller
Michael Roy, P.E.
Mitchell Jacobs, Esq.

Executive Director's
Report: Guy Donatelli, Executive Director

Monthly Distribution and Drinking Water Analysis

Executive Director Donatelli discussed the Drinking Water Analysis-Monthly Coliform Summary Report from Garden State Labs and the Monthly Water Distribution for October 2015 that indicated that there was no coliform found during the monthly testing.

Redevelop Wells No. 10 and 12

Executive Director Donatelli stated that there is a need to advertise for public bid a service contract to perform the annual well redevelopment work for two wells. One or two wells are rehabilitated each year in order to keep all eight wells in good working order. The bid opening date will be scheduled within a few months for presentation to the Commissioners at a future board meeting.

In response to a question from Dr. Greenberg, Executive Director Donatelli stated that both Wells No. 10 and 12 are located at the Old Bridge Water Treatment Plant (WTP) on Pine Street and Rt. 18.

MCUA 2016 Preliminary Budget

Executive Director Donatelli stated his staff is reviewing the preliminary budget and will be attending a question and answer meeting at the office of the MCUA on November 20, 2015.

Union Negotiations

Executive Director Donatelli stated that the negotiations are on going.

Mr. Greene (referring to Wells No. 10 and 12) stated that the Old Bridge plant is located on Oak Street.

Executive Director Donatelli stated that the Old Bridge WTP is comprised of the treatment facility on Pine Street and a 2 MG water storage tank on Oak Street that includes a booster station. There are two wells at Oak Street that feed the plant as well as the two wells on Pine Street.

A motion to accept the Executive Director's report was made by Dr. Greenberg and seconded by Mr. Haney.

The roll call was as follows:

AYES: Greenberg, Greene, Carlock, Haney

NAYS: None

ABSENT: Testino, Weber

4 Ayes 0 Nays 2 Absent

Chairman's
Report:

Arthur M. Haney, Chairman

Mr. Haney stated that Brian Cahill has resigned from the MUA board effective immediately. Having a new position within his company, Mr. Cahill feels that he does not have enough extra time now to properly dedicate his time to the job of an Old Bridge MUA Commissioner.

Previous Minutes:

September 16, 2015 – Regular Meeting

A motion to approve the September 16, 2015 Regular minutes was made by Dr. Greenberg and seconded by Mr. Greene.

The roll call was as follows:

AYES: Greenberg, Greene, Carlock, Haney

NAYS: None

ABSENT: Testino, Weber

4 Ayes 0 Nays 2 Absent

September 16, 2015 – Executive Session

A motion to approve the September 16, 2015 Executive Session minutes was made by Mr. Greene and seconded by Dr. Greenberg.

The roll call was as follows:

AYES: Greenberg, Greene, Carlock, Haney

NAYS: None

ABSENT: Testino, Weber

4 Ayes 0 Nays 2 Absent

Superintendent's
Report:

Al Lunkenheimer, Superintendent Sewer Division

Mr. Haney asked Mr. Lunkenheimer to elaborate about the main line backup located at the China Royal Restaurant on Laurence Parkway.

Mr. Lunkenheimer stated this is a maintenance issue that needs to be monitored more aggressively by the owners of the restaurant although the Sewer Division jets the line annually. The grease traps should be examined by the Health Department.

Dr. Greenberg suggested that perhaps there should be a fine imposed.

Mr. Jacobs stated that there probably is an ordinance that governs the maintenance of the grease traps involving an annual inspection.

Mr. Lunkenheimer suggested a quarterly inspection.

Mr. Greene inquired whether the Middlesex County Health Department should become involved.

Dr. Greenberg added that the owners of the restaurant should be advised that there would be financial penalties associated with a lack of maintenance.

Executive Director Donatelli stated that the owners should be educated as to what is expected with respect to routine maintenance of their part.

Mr. Greene suggested presenting the Sewer Division report to Middlesex County Health Department and request that agency to become involved.

A motion to approve the Superintendent's Report as included in the Commissioners' packets was made by Mr. Greene and seconded by Dr. Greenberg.

The roll call was as follows:

AYES: Greenberg, Greene, Testino, Carlock, Haney

NAYS: None

ABSENT: Weber

4 Ayes 0 Nays 1 Absent

Engineering Reports: Michael Roy, P.E.

Report on Developers for Approval.

Nieuw Amsterdam Apts. Community Building/Nieuw Amsterdam Associates, LP.

W15-647, Tentative Water – 4 + 2 Irrigation = 6 EDCU's

LOCATION: At the existing Nieuw Amsterdam Apartment Complex which is on the east side of Old Road.

DESCRIPTION: Construction of seventy-five feet (75') of two-inch (2") Type "K" copper water service line to connect into an on-site private water main to service a 5,270 SF community building which will include a rental office, gym, laundry, vending and all purpose area for use by the tenants. The existing water service line to the pool house will be relocated, and a lawn irrigation system will be added for the existing pool house. A new hydrant will be installed on the existing eight-inch (8") water main in Van Delft Drive.

COMMENTS:

1. Tentative and Final Review fees have been paid. Connection and Construction Water fees are due before Final Approval will be granted.
2. The Authority granted Preliminary Approval on August 19, 2015. Township Final Zoning Board Approval was granted on December 5, 2014.
3. Provide peak water demand in gallons per minute (gpm) based on the number of fixture types (including washing machines) for the purpose of sizing the community building water meter.
4. Applicant has acknowledged that all proposed water mains and fire hydrants will remain privately owned and maintained by the Applicant.
5. The size, material and installation of the on-site water service lines are also subject to approval by the Township Plumbing Sub-Code Official.
6. Drawings to be revised as per marked-up drawing set and as follows:
 - A. Indicate water and sewer application numbers on all drawing sheets.
 - B. Provide ten (10) foot horizontal separation between proposed sewer and water lines including services.
 - C. Provide plumbing schematic of the proposed irrigation meter installation in the pool house. This will be a water only meter in addition to the existing meter in the pool house.

- D. Indicate the water meters to be located as close as possible to where the water service line enters the buildings.
 - E. Indicate water construction details in accordance with Authority's Standard Details and shown on a separate sheet from other details.
7. Submission deadlines for a Final Water Application package are as follows:
- A. November 25, 2015
 - B. December 30, 2015
 - C. January 27, 2016
8. A copy of this report has been supplied to the Contact Person of the Applicant as listed on the application form.
9. Recommend Tentative Water Approval subject to the following four (4) conditions:

CONDITIONS:

- 1. Applicant shall pay all applicable fees.
- 2. All comments from this Engineer's Report dated November 13, 2015, shall be addressed with the Final Water Application.
- 3. Applicant to fully comply with the Rules and Regulations of the Authority and any Agency having jurisdiction.

**Nieuw Amsterdam Apts. Community Building/Nieuw Amsterdam Associates, LP.
S15-511, Tentative Sewer – 4 EDCU's**

LOCATION: At the existing Nieuw Amsterdam Apartment Complex which is on the east side of Old Road.

DESCRIPTION: Construction of approximately 270 LF of eight inch (8") PVC pipe to connect into the on-site private sewerage system to service a 5,270 SF community building which will include a rental office, gym, laundry, vending and all purpose area for use by the tenants.

COMMENTS:

1. Tentative and Final Review fees have been paid. Connection fees are due before Final Approval will be granted.
2. The Applicant has agreed to contribute \$1,592.0 per unit for upgrades of downstream facilities impacted by additional flows.
3. The Authority granted Preliminary Approval on August 19, 2015. Township Final Zoning Board Approval was granted on December 5, 2014.
4. Applicant has acknowledged that all proposed sewer lines will remain privately owned and maintained by the Applicant.
5. The size, slope and installation of the on-site sewer lateral are subject to approval by the Township Plumbing Sub-Code Official.
6. Drawings to be revised as per marked-up drawing set and as follows:
 - A. Indicate water and sewer application numbers on all drawing sheets.
 - B. Provide ten-foot (10') horizontal separation between proposed sewer and water lines including services.
 - C. Indicate sewer construction details in accordance with Authority's Standard Details and on a separate drawing sheet from other details.
7. Submission deadlines for a Final Sewer Application package are as follows:
 - A. November 25, 2015
 - B. December 30, 2015
 - C. January 27, 2016
8. A copy of this report has been supplied to the Contact Person of the Applicant as listed on the application form.
9. Recommend Tentative Sewer Approval subject to the following four (4) conditions:

CONDITIONS:

1. Applicant shall pay all applicable fees.
2. All comments from this Engineer's Report dated November 13, 2015, shall be addressed with the Final Sewer Application.
3. Applicant to fully comply with the Rules and Regulations of the Authority and any Agency having jurisdiction.
4. This Tentative Sewer Approval shall expire one (1) year from the date of the resolution.

A motion to approve Nieuw Amsterdam Apts. Community Building/Nieuw Amsterdam Associates, LP, W15-647, Tentative Water and S15-511, Tentative Sewer as recommended was made by Mr. Testino and seconded by Mr. Greene.

The roll call was as follows:

AYES: Greenberg, Greene, Testino, Carlock, Haney

NAYS: None

ABSENT: Weber

5 Ayes 0 Nays 1 Absent

**OEG Building Materials
W11-627, Final Water – 2 EDCU Addition**

LOCATION: On the north side of Route 34 between Cheesequake-Morristown and Disbrow Roads.

DESCRIPTION: Construction of approximately 70 LF of eight inch (8") DIP to connect into an existing main in the south side of Route 34 to provide a fire hydrant on the north side of Route 34 and a two-inch (2") water service for an existing office/manufacturing facility with a 16,000 SF addition. The existing water service connected from the adjacent lot to the back of the property will be disconnected.

COMMENTS:

1. Final Review, Inspection and Connection fees have been paid.
2. The Authority granted Preliminary and Tentative Approval on August 19, 2015. Township Final Planning Board Approval was granted on April 10, 2012.
3. The Applicant has indicated that lawn irrigation is not proposed for this site; therefore, lawn irrigation is not included in this approval. If a lawn irrigation system using municipal water is proposed in the future, the plan must be submitted to the Authority to determine the number of additional Equivalent Domestic Consumer Units.
4. The Applicant has indicated that all proposed water mains and fire hydrant both along Route 34 will be dedicated to the Authority and the two-inch (2") water service will be privately owned and maintained by the Applicant.
5. The submitted metes and bounds description is acceptable. Executed deed of easement, in accordance with the Authority's sample, shall be provided to the Authority for filing.
6. The size, material and installation of the on-site water service line are also subject to approval by the Township Plumbing Sub-Code Official.
7. Technical requirements sufficient for Final Water Approval have been satisfied.
8. A copy of this report has been supplied to the Contact Person of the Applicant as listed on the application form.
9. Recommend Final Water Approval subject to the following twelve (12) conditions:

CONDITIONS:

1. Applicant shall pay all applicable fees.
2. The Applicant shall comply with and address any and all comments in this Engineer's Report dated November 13, 2015.
3. All proposed eight inch (8") mains shall be dedicated to the Authority.

4. The Applicant shall coordinate the utility plans approved under this application with the architectural design of this commercial building as it relates to the water service.
5. Applicant to schedule a pre-construction meeting at least two (2) weeks prior to commencing any utility construction.
6. Applicant to execute Developer's Agreement for water utility construction which incorporates all requirements of both the Authority and the Township Approvals prior to the pre-construction meeting.
7. Wet cut fee, Performance Guarantee, Certificate of Insurance and proof of all required permits shall be submitted prior to the pre-construction meeting.
8. Executed utility easement through Lot 9.12 shall be supplied to the Authority for our office to file prior to the pre-construction meeting.
9. Lawn irrigation is not included in the approval. If lawn irrigation system using municipal water is proposed in the future, the plan must be submitted to the Authority for approval.
10. The Applicant shall construct the water improvements in accordance with the Approved Drawings, and permits issued by any Agency having jurisdiction.
11. Applicant to fully comply with the Rules and Regulations of the Authority and any Agency having jurisdiction.
12. This Final Water Approval shall expire one (1) year from the date of the resolution if no construction has taken place within that one (1) year period.

OEG Building Materials
S11-492, Final Sewer – 2 EDCU Addition

LOCATION: On the north side of Route 34 between Cheesequake-Morristown and Disbrow Roads.

DESCRIPTION: Construction of a 16,500 SF addition to an existing office/manufacturing facility which will continue to use the existing sewer lateral and on-site private sewer main which connects to a gravity sewer main in Route 34.

COMMENTS:

1. Final Review, Inspection and Connection fees have been paid.
2. The Authority granted Preliminary and Tentative Approval on August 19, 2015. Township Final Planning Board Approval was granted on April 10, 2012.
3. Applicant has acknowledged that all sewer lines will remain privately owned and maintained by the Applicant.
4. Technical requirements sufficient for Final Sewer Approval have been satisfied.
5. A copy of this report has been supplied to the Contact Person of the Applicant as listed on the application form.
6. Recommend Final Sewer Approval subject to the following nine (9) conditions:

CONDITIONS:

1. Applicant shall pay all applicable fees.
2. The Applicant shall comply with and address any and all comments in this Engineer's Report dated November 13, 2015.
3. There shall be no prohibited wastes discharged into the sewer system including discharge from any HVAC system.
4. All on-site sewer lines to remain privately owned and maintained by the Applicant.
5. The Applicant shall coordinate the utility plans approved under this application with the architectural design of this commercial building as it relates to sewer service.
6. Certificate of Insurance and proof of all required permits shall be submitted prior to the pre-construction meeting.

7. The Applicant shall construct the sewer improvements in accordance with the Approved Drawings, and permits issued by any Agency having jurisdiction.
8. Applicant to fully comply with the Rules and Regulations of the Authority and any Agency having jurisdiction.
9. This Final Sewer Approval shall expire one (1) year from the date of the resolution if no construction has taken place at the site within that one (1) year period.

A motion to approve OEG Building Materials W11-627, Final Water and S11-492, Final Sewer as recommended was made by Mr. Testino and seconded by Dr. Greenberg.

The roll call was as follows:

AYES: Greenberg, Greene, Testino, Carlock, Haney

NAYS: None

ABSENT: Weber

5 Ayes 0 Nays 1 Absent

Engineering Reports: Michael Roy, P.E.

1. Owens Road Office Park, W209-607, S209-477 Bond Release

Mr. Roy reported that the status of the water and sewer improvements for this project is as follows:

1. Installation and testing of water and sewer construction is complete and satisfactory.
2. As-built drawings are approved, mylars and electronic copies have been received.
3. The water meter has been installed.
4. All water and sewer utilities will remain privately owned and maintained by the Applicant.

Based on the current status of this applicant, Mr. Roy recommended the release of the Water Performance Guarantee without condition. Mr. Roy stated that the water utilities will remain privately owned and maintained by the commercial property.

In addition, Mr. Roy recommended release of the Sewer Performance Guarantee without condition. Mr. Roy stated that the sewer utilities will also remain privately owned and maintained by the commercial property.

A motion to release the Performance Bond for Owens Road Office Park, W209-607, S209-477 as recommended was made by Dr. Greenberg and seconded by Mr. Testino.

The roll call was as follows:

AYES: Greenberg, Greene, Testino, Carlock, Haney

NAYS: None

ABSENT: Weber

5 Ayes 0 Nays 1 Absent

2. Knollcroft Water Main Rehabilitation – Engineering Design Services to CME

As Mr. Roy had previously reported, the Knollcroft Development in the Cliffwood Beach Section of the Township is in need of water main rehabilitation. The water pressure has been reduced within this area due to interior corrosion of the cast iron pipe water mains throughout the development. The old water distribution system has reached its useful life of the pipe material and needs to be either relined or replaced. A project to replace these water mains will restore the strength of the water distribution system.

He also reported that CME had previously prepared Planning Documents that were submitted to the NJDEP prior to the deadline of October 9, 2015, for the NJEIT Fund Program for low interest loan money.

Mr. Roy provided the Commissioners with a copy of a proposal from CME Associates dated November 2, 2015, for Engineering Services to prepare Design Specifications of the referenced project for submission to the State prior to the NJEIT Loan Application deadline of March 4, 2016. The estimates of CME's engineering fees are \$140,806, and are shown on the "Project Outline" by labor category for the design work.

Mr. Roy stated that the dollar amounts of these estimated fees appear to be reasonable. The fees are based upon an estimate of the number of hours required for the level of effort anticipated for each of the engineering tasks in accordance with their Consulting Engineering Agreement dated February 1, 2015.

He also stated that the financing for these projects will be from the State low interest loan program. The preliminary construction cost estimate is approximately \$2.0 million dollars. The scope of work for this project consists of the rehabilitation of approximately 9,000 linear feet of existing 6" un-lined cast iron water mains within the Knollcroft Development of Old Bridge Township through either cleaning and relining, or replacement.

Mr. Roy recommended that CME Associates be authorized to proceed with the Engineering Services for the referenced project in accordance with their proposal.

A motion to authorize CME Associates to proceed with the Engineering Services for the Knollcroft Water Main Rehabilitation as recommended was made by Dr. Greenberg and seconded by Mr. Testino.

The roll call was as follows:

AYES: Greenberg, Greene, Testino, Carlock, Haney

NAYS: None

ABSENT: Weber

5 Ayes 0 Nays 1 Absent

Subsequent to the roll call vote the following discussion took place.

Dr. Greenberg inquired as to the duration of the work to be performed.

Mr. Roy stated that the project should be completed within six to nine months.

3. 2015 Sewer Pump Station Upgrades – Environmental Trust/Fund Loan Application

Mr. Roy reported that the Authority had previously authorized Alaimo Associates to perform design work to retrofit equipment within eleven (11) sewage pump stations in order to facilitate maintenance. The maintenance equipment includes manlifts for ease of operator access to the pumps located in the underground pump station drywells, and shredder equipment (communitors) to shred solid material in the sewage stream to prevent pump blockages.

He also reported that the financing of these projects is intended to be obtained through the New Jersey Environmental Infrastructure Trust (NJEIT) Fund Loan Program that provides for low interest financing for water and sewer capital projects throughout the State.

Mr. Roy stated that the Authority has previously submitted the required "Letters of Intent" for this project prior to the October 9, 2015 deadline of the NJEIT Fund Loan Program. In order to go forward with this project for financing, Mr. Roy recommended that the Commissioner's authorize this project for a loan application in the next State Budget Cycle (SFY 2017) of the NJEIT Fund Loan Program. The loan application deadline is March 4, 2016.

Mr. Greene asked if the eleven pump stations are the oldest in the system.

Mr. Roy affirmed that they were.

Mr. Greene asked if there were any other pump stations in need of retrofitting.

Mr. Roy stated that this project is what Mr. Lunkenheimer wanted to do over a five-year plan, but it was decided to do the project all together with a low interest loan.

Mr. Greene inquired how this will tie in with SCADA.

Executive Director Donatelli stated that all the pump stations are all tied into SCADA.

A motion to authorize the loan application in the next State Budget Cycle (SFY 2017) of the NJEIT Fund Loan Program for the 2015 Sewer Pump Station Upgrades as recommended was made by Dr. Greenberg and seconded by Mr. Greene.

The roll call was as follows:

AYES: Greenberg, Greene, Testino, Carlock, Haney

NAYS: None

ABSENT: Weber

5 Ayes 0 Nays 1 Absent

4. Valve Maintenance Trailer – Award Contract

Mr. Roy provided the Commissioners with a bid tabulation that listed the two (2) bidders for the referenced contract, together with their bid packages. The sealed bids were opened and read aloud on November 10, 2015, at 2:00 P.M. at the Authority's office. The lowest responsible bidder has not taken any exceptions on his bid proposal.

Mr. Roy stated that the Valve Maintenance Trailer will allow for the Authority's water main valves to be exercised on a periodic schedule. He also stated that this equipment will be financed from the Authority's General Funds.

Mr. Roy recommended awarding this contract to the lowest responsible bidder, AP Certified Testing, LLC, supplier of E. H. WACHS equipment, in the amount of \$69,900.00.

A motion to award a contract for the Valve Maintenance Trailer to AP Certified Testing, LLC, in the amount of \$69,900.00 as recommended was made by Mr. Haney and seconded by Mr. Greene.

The roll call was as follows:

AYES: Greenberg, Greene, Testino, Carlock, Haney

NAYS: None

ABSENT: Weber

5 Ayes 0 Nays 1 Absent

Financial Report: Michelle Smith, Comptroller

Mrs. Smith stated that connection fees need to be recomputed at the end of each fiscal year. Since the audit is now completed, Mrs. Smith recommended that a Connection Fee Rate Hearing be held on December 16, 2015 at 11:30 a.m.

A motion to authorize a Connection Fee Rate Hearing on December 16, 2015 at 11:30 a.m. was made by Dr. Greenberg and seconded by Mr. Testino.

The roll call was as follows:

AYES: Greenberg, Greene, Testino, Carlock, Haney

NAYS: None

ABSENT: Weber

5 Ayes 0 Nays 1 Absent

Mrs. Smith provided the Commissioners with the Revenue and Expense Schedules for the five months ended October 31, 2015 and the projected numbers through year-end May 31, 2016.

Revenues are projected to come in under budget by approximately \$363,000 or 1%. Water rents make up most of that amount which is expected to improve over the next month when all the summer usage is billed. Expenses are projected to come in under budget by approximately \$2 million or 6% for the year.

A motion to approve the Financial Report was made by Mr. Greene and seconded by Mr. Testino.

The roll call was as follows:

AYES: Greenberg, Greene, Testino, Carlock, Haney

NAYS: None

ABSENT: Weber

5 Ayes 0 Nays 1 Absent

Bills & Claims

A motion to approve Bills & Claims in the amount of \$4,403,291.66 was made by Mr. Haney and seconded by Mr. Testino.

The roll call was as follows:

AYES: Greenberg, Greene, Testino, Carlock, Haney

NAYS: None

ABSENT: Weber

5 Ayes 0 Nays 1 Absent

Legal Report: Mitchell Jacobs, Esq.

Mr. Jacobs stated that although he had nothing to report, Mr. Granata is present and litigation would be discussed in Executive Session.

Old Business: **Brunetti Oaks at Glenwood Development**
To be discussed in Executive Session.

Update on construction projects

Mr. Roy offered a video presentation detailing the construction progress on the Laurence Harbor Bulkhead (Retaining Wall); the painting of the Perrine Road Water Tank; the relining of the main sewer pipe in Central Park; and the future location of a new fuel storage facility.

New Business: None

Open to Public: Seeing no hands Chairman Haney closed the public portion.

Executive Session: A motion to go into Executive Session at 12:51 p.m. was made by Mr. Haney and seconded by Mr. Testino.

The roll call was as follows:

AYES: Greenberg, Greene, Testino, Carlock, Haney

NAYS: None

ABSENT: Weber

5 Ayes 0 Nays 1 Absent

The Regular Meeting resumed at 12:57 p.m.

During Executive Session the following item was discussed:

1. Brunetti Litigation

Adjournment: A motion to adjourn at 12:58 p.m. was made by Mr. Testino and seconded by Mr. Haney.

The roll call was as follows:

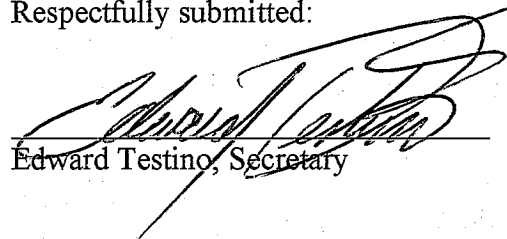
AYES: Greenberg, Greene, Testino, Carlock, Haney

NAYS: None

ABSENT: Weber

5 Ayes 0 Nays 1 Absent

Respectfully submitted:



Edward Testino, Secretary