

**OLD BRIDGE MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING
MARCH 14, 2022**

Call to Order: The Regular Meeting of March 14 2022 was called to order at 11:15 a.m. by Chairman Walker with the Pledge of Allegiance.

Announcement: Chairman Walker announced that this meeting is in conformance with the Open Public Meetings Act. Notice has been published in the Asbury Park Press on March 3, 2022 and in the Home News Tribune on March 3, 2022. Notice of the meeting has been posted at 15 Throckmorton Lane, Old Bridge, at 71 Boulevard West, Cliffwood Beach, and on the OBMUA Website at www.obmua.com.

Roll Call: This Public Meeting is being recorded.

Present:

Bruce Walker, Chairman
Frank Weber, Vice Chairman
Anita Greenberg, Treasurer
Mark Razzoli, Secretary
Edward Casserly, Second Alternate Commissioner

Absent:

John E. Murphy III, Commissioner
Thomas Galante, First Alternate Commissioner

Also Present:

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

Executive Director's
Report:

Mr. Donatelli said that the first thing he has in his report is our Annual Consumer Confidence Report. He said that it has been prepared and posted on the Authority's website. All the Authority's customers will be notified on their next billing statement that the CCR is available online. He said if any customer wishes to receive a hard copy of the CCR, we will mail it to them upon request. Mr. Donatelli said that the note on the billing statement will provide contact information to request a hard copy. The CCR has been made available to our customers before the due date of July 1, 2022.

Mr. Donatelli said that the next item he has is BuyBoard National Purchasing Cooperative. He said that we became aware of a National Purchasing Cooperative that would be beneficial for the Authority to join. He said that the BuyBoard National Purchasing Cooperative located in Austin, Texas, has been awarded contracts for various products that gives governmental members the opportunity to buy these products at a discount. He said the Board will need to pass a Resolution that expresses a desire to become a member of this cooperative.

Mr. Donatelli said that School Districts and Governmental Agencies throughout the Country have joined this cooperative including the Townships of East Brunswick, Egg Harbor, Galloway, Lakewood, North Bergen, Springfield, Tewksbury, and the school districts of Ocean Township and Trenton Public Schools. He said that the cooperative offers goods, equipment and services that includes vehicles, technology equipment, trade services of electrical, HVAC and plumbing and water and wastewater equipment, motors and pumps.

Mr. Donatelli said that he is requesting a resolution for the Authority to become a member of BuyBoard National Purchasing Cooperative.

A motion was made by Mr. Weber and seconded by Mr. Razzoli.

Chairman Walker asked if there was any discussion?

There was none.

The roll call vote was as follows:

Ayes: Greenberg, Razzoli, Weber, Casserly, Walker

Nays: None

Absent: Murphy, Galante

5 Ayes 0 Nays 2 Absent

Mr. Donatelli said that the next item is NASPO ValuePoint Master Agreement for Verizon Service. He said that the Board has previously authorized the Old Bridge MUA to become a member of the "National Association of State Procurement Officials (NASPO) ValuePoint." He said that the services are provided through the Contractor Cellco Partnership, D/B/A Verizon Wireless.

Mr. Donatelli said that we desire to execute the attached Participating Addendum of a Master Agreement between the State of Utah and NASPO ValuePoint. He said that executing this Participating Addendum will be beneficial to the Authority as it will provide access to cellular services plans and devices more suited to our communication needs at favorable terms and pricing.

Mr. Donatelli said that in accordance with the Local Finance Notice No. 2012-10, the Authority advertised in our Official Newspaper our intent to award a contract to Cellco Partnership, and we have satisfied the legal requirements to award a contract under a National Cooperative. The comment period expired on March 11, 2022, with no one raising an objection to the Authority awarding this contract.

Attorney Jacob said that we need a resolution authorizing the Authority to enter into a cooperative contract with Cellco Partnership, D/B/A as Verizon Wireless.

A motion was made by Mr. Razzoli and seconded by Dr. Greenberg.

Chairman Walker asked if there was any discussion?

There was none.

The roll call vote was as follows:

Ayes: Greenberg, Razzoli, Weber, Casserly, Walker

Nays: None

Absent: Murphy, Galante

5 Ayes 0 Nays 2 Absent

Mr. Donatelli said that the next item he has is the Cedar Ridge Sewage Force Main. He said that we need to advertise for public bids for the construction contract to relocate the Cedar Ridge Force Main. He said that the Construction Plans have been prepared by Alaimo Associates in accordance with the authorization for Engineering Services approved with Resolution M-14-21.

Mr. Donatelli said that the work to construct this new sanitary sewage force main is necessary in order to redirect the force main that currently extends from the Cedar Ridge Pump Station along Morganville and

Ticetown Roads to instead be connected into the existing Yardley Manor force main in Morganville Road.

He said that the current force main was installed in the 1980's when a sewer moratorium existed in the Laurence Harbor area, and the developer of Cedar Ridge was required to construct a two-mile-long force main along Ticetown Road to an existing sewer system on Stratford Drive. This two-mile-long force main on Ticetown Road will be abandoned, after the new 1,600 linear foot force main is connected to the Yardley Manor force main.

This connection was analyzed by means of a computer simulation by Alaimo Associates and was found to be acceptable. Mr. Donatelli said that he needs a resolution to advertise this project for public bids.

A motion for authorization to advertise for Public Bids for the Cedar Ridge Sewage Force Main was made by Mr. Casserly and seconded by Dr. Greenberg.

Chairman Walker asked if there was any discussion.

There was none.

The roll call vote was as follows:

Ayes: Greenberg, Razzoli, Weber, Casserly, Walker

Nays: None

Absent: Murphy, Galante

5 Ayes 0 Nays 2 Absent

Mr. Donatelli said that his next item has to do with our Succession Planning.

Mr. Donatelli said that we have a need in the Authority to fill two open rank and file positions due to promotions, as well as the anticipated retirement of two employees this year. He said that staff members and himself conducted interviews with two applicants that were found to be good candidates for employment with the Authority.

Mr. Donatelli said that the duties of this position will involve rank and file sewer or water system operations, maintenance and housekeeping. He

said that during the interview, both applicants showed an interest in our industry, and had a willingness to be educated, licensed and available when needed, which is always a paramount reason that we consider applicants. He said that we put a high consideration in this business on applicants that show a willingness to be available when needed under any condition.

Mr. Donatelli said that one applicant possesses the skills and experience directly related to the Sewer Division work. He possesses a Class A Commercial Driver's License (CDL), and has experience with sewer vactor trucks and other sewer maintenance equipment such as CCTV equipment and sewer jetting procedures.

Mr. Donatelli said that Charlie Winkler was happy with his interview, and the applicant's name is Michael Franklin.

He said that the other applicant has a science related degree which will help to speed up the NJDEP operator's license process. He possesses computer skills and an understanding of the technology that is used in the Sewer and Water Division operations, and this applicant's name is Michael Cistone.

Mr. Donatelli said that he is recommending that we hire these applicants, and Charlie Winkler is in agreement.

Mr. Donatelli said that Charlie Winkler showed interest in having both of the candidates, and they could both go to the Sewer Division, but they are two good applicants, and their willingness to be available is important.

Mr. Donatelli said that we created a road crew in the Sewer Division now, and they could lend themselves immediately to that situation.

Attorney Jacobs asked if they are both going to be part of the Union?

Mr. Donatelli said yes.

Attorney Jacobs asked if they will be paid entry level salaries in accordance with the Union Contract.

Mr. Donatelli said yes.

Attorney Jacobs said that a motion is needed to hire Michael Franklin and Michael Cistone into rank-and-file positions with the Authority.

A motion was made by Dr. Greenberg and seconded by Mr. Razzoli.

Chairman Walker asked if there was any discussion?

There was none.

The roll call vote was as follows:

Ayes: Greenberg, Razzoli, Weber, Casserly, Walker

Nays: None

Absent: Murphy, Galante

5 Ayes 0 Nays 2 Absent

Mr. Donatelli said that there is a need in the Sewer Division to buy three new vehicles for a total cost of \$144,705.50 in which the funds are available in the budget for these purchases through State Contracts. He said that there is money in the budget for the new truck purchases.

Mr. Donatelli said that we try to keep our vehicles fresh, like the Fire Department, because our vehicles have to respond during emergencies. He said Charlie Winkler has requested three new vehicles.

Mr. Donatelli said that the two vehicles will replace two 2013 Ford F-350 trucks with snowplows. One vehicle has 76,800 miles with 11,260 engine hours, and the other vehicle has 77,500 miles with 10,060 engine hours. He said both vehicles are in need of a lot of repairs.

Mr. Donatelli said that the two new vehicles with the appropriate options what would meet the Authority's needs are two 2022 Ford F-250 XL 4FWD Regular Cab trucks with snowplows at a price of \$43,277.50 each from Beyer Ford of Morristown, NJ, through the New Jersey State Contract No. A88727.

Mr. Donatelli said that he recommends two (2) 2022 Ford F-250 XL 4WE Regular Cab trucks with snow plows at a total price of \$86,555 from Beyer Ford, 170 Ridgedale Avenue, Morristown, NJ through the State Contract No. A88727.

Mr. Donatelli said that the third vehicle for the Sewer Division with the appropriate options that would meet the Authority's needs is a 2022 Ford F-450 DRW XL 4WD truck with a mason dump body at a price of

\$58,148.50 also from Beyer Ford of Morristown, NJ through the New Jersey State Contract No. A88214. This vehicle will be used to assist in emergency repairs and sanitary sewer manhole rehabilitation that are now being done in-house.

Mr. Donatelli said that he also recommends that we purchase one (1) 2022 Ford F-450 DRW XL 4 WD with a mason dump body at a price of \$58,148.50 also from Beyer Ford, 170 Ridgedale Avenue, Morristown, NJ through the State Contract No. A88214.

Mr. Donatelli said that in addition, he is also recommending that the Authority auction off the two old 2013 Ford F-350 vehicles as surplus equipment on the website Gov.Deals.

Dr. Greenberg asked what was the estimate of what we would get for these old vehicles on Gov.Deals?

Mrs. Smith said that we get anywhere from \$2,000-\$6,000 depending on the condition of the vehicle.

Mr. Donatelli said that the buyers are sometimes picking them up on trailers and using them for parts.

Attorney Jacobs said that you may be getting more money now than you used to because it is now harder to get vehicle parts.

Attorney Jacobs said that a motion is needed for a resolution to purchase two 2022 Ford F-250 XL 4WD Regular Cab trucks with snowplows at a price of \$43,277.50 each from Beyer Ford of Morristown, NJ through the New Jersey State Contract No. A88727.

A motion was made by Mr. Razzoli and seconded by Mr. Casserly.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Razzoli, Weber, Casserly, Walker

Nays: None

Absent: Murphy, Galante

5 Ayes 0 Nays 2 Absent

Attorney Jacobs said the next resolution is to purchase a 2022 Ford F-450 DRW XL 4WD truck with a mason dump body at a price of \$58,148.50 also from Beyer Ford of Morristown, NJ through the New Jersey State Contract No. A88214.

A motion was made by Dr. Greenberg and seconded by Mr. Razzoli.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Razzoli, Weber, Casserly, Walker

Nays: None

Absent: Murphy, Galante

5 Ayes 0 Nays 2 Absent

Mr. Weber asked before the vote to auction off the old trucks if both trucks being sold that have roughly 11,260 and 10,600 engine hours run generators off them?

Mr. Donatelli said that they do not run generators, but they do have the capability of clocking the engine hours.

Mr. Donatelli asked Mr. Winkler what they have been using the trucks for?

Mr. Winkler said that they were set up as plow trucks, but are also used when the men are checking pump stations. The vehicles are left idling during the pump station visits.

Attorney Jacobs said that a motion is needed to auction off the two old 2013 Ford F-350 vehicles as surplus equipment on the website Gov.Deals.

The motion was made by Mr. Casserly and seconded by Dr. Greenberg.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Razzoli, Weber, Casserly, Walker

Nays: None

Absent: Murphy, Galante

5 Ayes 0 Nays 2 Absent

Mr. Weber asked after the vote if we do all the maintenance on the vehicles in-house?

Mr. Donatelli said that most of the time we do the maintenance ourselves. He said that we can do the general maintenance, such as oil changes and brake replacement. If there is something that is beyond what we can handle, then we will go to an outside garage. He said that Weber's Garage is on the State Bid List, and we use them for anything major, or we go to the dealership, if we have to.

Mr. Donatelli said that is all that he has to report.

A motion to approve the Executive Director's Report was made by Dr. Greenberg and seconded by Mr. Casserly.

The roll call vote was as follows:

Ayes: Greenberg, Razzoli, Weber, Casserly, Walker

Nays: None

Absent: Murphy, Galante

5 Ayes 0 Nays 2 Absent

Chairman's Report: Bruce Walker, Chairman

Mr. Walker said that he does not have anything to report.

Previous Minutes:

Regular Meeting – January 19, 2022

Executive Session – January 19, 2022

A motion to approve the Regular Meeting Minutes of January 19, 2022 and the Executive Session of January 19, 2022 together was made by Dr. Greenberg and seconded by Mr. Weber.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Razzoli, Weber, Casserly, Walker

Nays: None

Absent: Murphy, Galante

5 Ayes 0 Nays 2 Absent

Superintendent's
Report:

Charles Winkler, Superintendent, Sewer Division

Mr. Winkler thanked the Board for the purchase of the vehicles, and said that his report is in the packages. He said that if there are any questions, he would be happy to answer them.

Dr. Greenberg commented on PSE&G damaging a sewer lateral. She asked if the Authority sends them a bill when this damage happens?

Mr. Winkler said yes, we send a bill.

Mr. Roy said that based on our Attorney's advice, now we just let our insurance company handle it.

Mr. Donatelli said that we have received some checks recently from past damage by JCP&L. He said we received about \$40,000 so far.

Dr. Greenberg asked about a grease blockage at 17 Jupiter Court.

Mr. Winkler said that we checked it out. He said that the grease was on their property, so we advised them to get a plumber.

Dr. Greenberg asked about 2 Tortorice Road having a sewer backup.

Mr. Winkler said that there is a problem in their line catching debris. He said that we went there and televised it. Mr. Winkler said that we found what appears to be a piece of the gasket sticking out. He said that we will try to get it cut with a root cutter, and if not, we will have to dig up that line. He said that it is not a problem right now, and we are monitoring it.

Dr. Greenberg asked if the pipe gasket is in the street?

Mr. Winkler said that every joint has a gasket. He said that this one just happened to pop out in the street, and is catching toilet paper.

Mr. Donatelli said that it may not have been put in correctly by the plumber or contractor who installed it. He said that it can last for a long time, and then one day just pop out, if it is not put in right to begin with.

Dr. Greenberg asked what the problem was with the Cedar Ridge Pump Station?

Mr. Winkler said that the pipe is old and broken, and it is just failing.

Mr. Roy said that the Laurence Harbor area had a sewer moratorium at the time that Cedar Ridge was being built, so a two-mile sewer force main was built on Ticetown Road to Stratford/Morningside Drive. This was done so that the sewage flow would be pumped out of the sewer moratorium area of the Laurence Harbor Drainage Basin.

He said that Alaimo Associates ran a computer simulation to see what would happen to the pressures in a manifolded force main, and now we are planning to construct a new force main up Morganville Road to connect into the force main at Yardley Manor, so that we can abandon the old one.

Attorney Jacobs said that one of the sewer problems was caused by wipes. He asked if we give them a warning, and then charge them after that?

Mr. Winkler said that we tell them that they should not be flushing the wipes, because they do not break down in the sewer.

Mr. Donatelli said that this is why we had to put grinders in all the pump stations.

Attorney Jacobs asked Mr. Winkler that if he had to go back again in the future to investigate a sewer blockage at 338 Woodbine Way, and if we

find out that the blockage was caused by wipes again, what would happen?

Mr. Donatelli said that we can't do much in the area of enforcement.

Attorney Jacobs said that he could check with AEA to see if there is any way to enforce this? He said that he will ask around, and see if there is anything that we can do.

A motion to approve Mr. Winkler's Superintendent's Report was made by Dr. Greenberg and seconded by Mr. Razzoli.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Razzoli, Weber, Casserly, Walker

Nays: None

Absent: Murphy, Galante

5 Ayes 0 Nays 2 Absent

Engineering
Reports:

Michael Roy, P.E.

REPORT UPON DEVELOPER'S APPLICATIONS FOR APPROVAL

Old Bridge Pointe / 2G Poor Farm Road, LLC / 35 EDCU'S 1. Water Application for Preliminary Approval, W22-703

TYPE: RESIDENTIAL

USE: DOMESTIC

BLOCK/LOT: 5000/20 (8.1 Acres)

LOCATION: Located on Poor Farm Rd across from Avery Drive,
between Brewster Circle and Cheesequake Road.

DESCRIPTION: Construction of approximately 700 LF of eight-inch (8") DIP to service the proposed 17 duplexes and 1 detached single-family home.

COMMENTS:

1. Preliminary Review fees have been paid.
2. Township Zoning Board Approval was granted on Township of Old Bridge on June 3, 2021.
3. Based on the proposed number of units it was determined that the water distribution system can accommodate the additional demand.
4. There are no existing residential dwellings in the area to be provided with municipal water service.
5. 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.
6. The Applicant has indicated that all proposed water mains and fire hydrants will be dedicated to the Authority.
7. Since the development's internal roads will remain private, the applicant shall prepare a deed of easement for a blanket easement of the entire site giving the Authority access to water and sewer utility infrastructure that will be dedicated to the Authority.
8. Provide quantity estimate in accordance with attached form.
9. The size, material and installation of each unit's water service line are also subject to approval by the Township Plumbing Sub-Code Official.
10. The wet cut drilling operation for connections into the existing water main in Poor Farm Road will be performed by the Authority at a cost in accordance with the Authority's Rate Schedule at the time payment is made.
11. Submit proof of the Fire Official's Approval of hydrant locations.
12. The Applicant shall provide proof of title showing that it is the owner of

the property.

13. Provide a list of outside agency permits required for this project including Township Road Opening Permits. It appears that the work under this Application will require a NJDEP Safe Drinking Water Permit.
14. This Preliminary Review Report also contains technical review comments.
15. Revise drawings as per marked-up drawing set and as follows:
 - a. Indicate water and sewer application numbers on all drawing sheets.
 - b. Water main shall be at 4' cover when possible and be located above the sewer.
 - c. Indicate a minimum of twelve-inch (12") clearance between water and storm sewer lines at all crossings or provide encasements.
 - d. Indicate existing water main on Poor Farm Road as twelve-inch (12") diameter cast iron pipe. Show existing water main as four-foot (4') cover.
 - e. Note there is a possible conflict with storm drainage from MH-26 to EX-CB with the existing water main in Poor Farm Road.
 - f. Provide three (3) valves at all tee connections.
 - g. Clarify whether the valves before the wet tap sleeves shown of the existing main on Poor Farm Road are intended to be insertion valves for the Lola and Luci drive.
 - h. All hydrant branches shall be 6" diameter pipe.
 - i. Provide additional line valves to ensure that only one (1) hydrant will be out of service when any one section of pipe is out of service.
 - j. Add hydrant and gate valve on Luci Drive after wet cut on Poor Farm Road before drop under storm drainage crossing.
 - k. Add an 8"x6" reducer and gate valve before dead end hydrant on Lola Drive.
 - l. Indicate curb box location for each unit to be within the right-of-way.

- m. Indicate water construction details in accordance with Authority's Standard Details and shown on a separate sheet from other details.
 - n. Include the Authority's "Typical Meter Installation" on the water detail sheet.
 - o. Indicate the Authority's Standard List of Materials for Water Construction on detail sheet.
 - p. Add note which states that, "Contractor to furnish and install the tapping sleeve and valve. The wet cut drilling operation will be performed by the Authority when the sleeve and valve have been installed and pressure tested by the contractor. Cost of the drilling operation will be in accordance with the Authority's Rate Schedule".
16. Submission deadlines for a Tentative Water Application package are as follows:
- A. March 30, 2022
 - B. April 27, 2022
 - C. May 25, 2022
17. A copy of this report has been supplied to the Contact Person of the Applicant as listed on the application form.
18. Recommend Preliminary 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 March 11, 2022, shall be addressed with the Tentative Water Application.
- 3. Applicant to fully comply with the Rules and Regulations of the Authority and any Agency having jurisdiction.
- 4. This Preliminary Water Approval shall expire one (1) year from the date of the resolution or as otherwise extended by law. Submission of a Tentative application shall extend this approval by another year.

Mr. Roy said he recommends Preliminary Water Approval for Application No. W22-703 subject to the four Conditions in his report.

Attorney Jacobs said that Mr. Roy can review the Sewer Application before we vote on two separate resolutions for this project.

Old Bridge Pointe / 2G Poor Farm Road, LLC / 35 EDCU'S
2. Sewer Application for Preliminary Approval, W22-553

TYPE: RESIDENTIAL

DRAINAGE BASIN: Prickett's Brook

BLOCK/LOT: 5000/20 (8.1 Acres)

LOCATION: Located on Poor Farm Rd across from Avery Drive, between Brewster Circle and Cheesequake Road.

DESCRIPTION: Construction of approximately 880 LF of eight-inch (8") PVC to service the proposed 17 duplexes and 1 detached single-family home.

COMMENTS:

1. Preliminary Review fees have been paid.
2. Township Zoning Board Approval was granted on Township of Old Bridge on June 3, 2021.
3. Based on the number of additional units that this applicant would add to the sewerage collection system, it was determined that the gravity sewer in Poor Farm Road did not require a capacity study.
4. There are no existing residential dwellings in the area to be provided with municipal sewer service.
5. The Applicant has indicated that all proposed sanitary sewer mains will be dedicated to the Authority.
6. Since the development's internal roads will remain private, the applicant shall prepare a deed of easement for a blanket easement of the entire site giving the Authority access to water and sewer utility infrastructure that will be dedicated to the Authority.
7. Provide quantity estimate in accordance with attached form.

8. The size, slope and installation of each unit's sewer lateral are subject to approval by the Township Plumbing Sub-Code Official.
9. The Applicant shall provide proof of title showing that it is the owner of the property.
10. Provide a list of outside agency permits required for this project including Township Road Opening Permits. It appears that the work under this application will require a NJDEP Treatment Works Approval.
11. This Preliminary Review Report also contains technical review comments.
12. Revise drawings as per marked-up drawing set and as follows:
 - a. Indicate water and sewer application numbers on all drawing sheets.
 - b. Indicate 300' maximum distance between manholes. Add a manhole between SMH-1 and SMH-3.
 - c. Provide profiles of all proposed sanitary sewers and show all utility crossings in profile including services.
 - d. Indicate a minimum of twelve-inch (12") clearance between sanitary sewer and storm sewer lines at all crossings or provide encasements.
 - e. A maximum of 4% is allowed on the sewer runs.
 - f. Indicated sewer mains as SDR-35 PVC.
 - g. Indicate laterals as four-inch (4") schedule 40 PVC.
 - h. The maximum drop at Manhole SMH-4 shall be six feet (6').
 - i. Revise the design of the sewer to have the water be above the sewer and have an outside drop at SMH-4 so that there is no drop in the doghouse SMH-5.
 - j. Indicate in profile where the sewer laterals cross other utilities.
 - k. Indicate cleanouts a distance of two feet (2') from curb line, within the right-of-way.
 - l. Move cleanout location for Lot 20.34 to be on the other side of the catch basin, in front of the unit that it services.

- m. Show sewer construction details in accordance with Authority's Standard Details and on a separate drawing sheet from other details.
 - n. Add note which states that, "There shall be no prohibited wastes discharged into the sanitary sewer system including discharge from any HVAC system".
13. Submission deadlines for a Tentative Sewer Application package are as follows:
- A. March 30, 2022
 - B. April 27, 2022
 - C. May 25, 2022
14. A copy of this report has been supplied to the Contact Person of the Applicant as listed on the application form.
15. Recommend Preliminary 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 March 11, 2022 shall be addressed with the Tentative Final Sewer Application.
- 3. Applicant to fully comply with the Rules and Regulations of the Authority and any Agency having jurisdiction.
- 4. This Preliminary Sewer Approval shall expire one (1) year from the date of the resolution or as otherwise extended by law. Submission of a Tentative application shall extend this approval.

Mr. Roy recommended Preliminary Sewer Approval Application S22-553 subject to the four conditions in his report.

Attorney Jacobs said that a motion for a resolution is needed for Old Bridge Pointe / 2G Poor Farm Road, LLC / 35 Residential Duplexes, Water Application for Preliminary Approval, W22-703, subject to the four Conditions in Mr. Roy's Report.

The motion was made by Mr. Razzoli and seconded by Chairman Walker.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Razzoli, Weber, Casserly, Walker

Nays: None

Absent: Murphy, Galante

5 Ayes 0 Nays 2 Absent

Attorney Jacobs said a motion for a resolution is needed for Old Bridge Pointe / 2G Poor Farm Road, LLC / 35 Residential Duplexes, Sewer Application for Preliminary Approval, S22-553.

A motion to approve Old Bridge Pointe/2G, Poor Farm Road, LLC/35 Residential Duplexes, Preliminary Sewer Application, S22-553 was made by Mr. Razzoli and seconded by Mr. Weber.

Dr. Greenberg said that this application was before the Planning Board. She said that when we have developments, for example Deerwood Farms, who have a private road, then later they come to us and they want us to take over the roads. She said that when developers come in to apply for approvals, they say that they will have their own private roads just so that they can put in more houses. The Zoning Board goes along with the request instead of asking the developer to put in more green areas, more parking spaces, or more amenities for the people.

Dr. Greenberg said that with the Deerwood Farms Development, she went to a Homeowners Association meeting, and at one point they all asked for their private roads to be taken over. She said that she told them that if the Township takes the road over, and then someone builds where Cheesequake Farms is located, residents could then use their road to access another development. She said that right there stopped the argument.

Mr. Roy said that years ago, planned unit developments would come in to the Township for approvals, and they would say to not worry about the water and sewer utilities, the Homeowners Association will take care of it. He said then after everyone moves in, they wanted us to take over the water and sewer utilities.

He said that back in the 90's, we started a program where we would take over any planned unit development that met all of a set of requirements. He said that when we are now faced with a developer making this same proposal, right from the start we ask for a blanket easement for the entire development, and we take over the water and sewer mains and also clarify where our jurisdiction ends, just as if it were a regular development.

Mr. Donatelli said that we do not allow them to have their own water and sewer systems.

Mr. Roy said that everything has to be built in conformance with our Rules and Regulations, and so that when we take it over, we already have a blanket easement in place, and everything is built the way that we would expect it to be built.

Mr. Donatelli said that whatever happens with roads is in the Township's jurisdiction. We have our water and sewer utilities built in accordance with our Rules and Regulations.

Dr. Greenberg said that she commends the Authority for having the foresight to do that.

Attorney Jacobs said that there was a motion and a second for Preliminary Sewer Application S22-553. Attorney Jacobs said that this is subject to the four conditions in Mr. Roy's report.

There was no further discussion.

The roll call vote as follows:

Ayes: Greenberg, Razzoli, Weber, Casserly, Walker

Nays: None

Absent: Murphy, Galante

5 Ayes 0 Nays 2 Absent

OTHER ENGINEERING REPORTS

1. Tractor Supply – Utility Easement, Sewer Application No. S18-530

In January, the Authority was granted a small easement (237 SF) through Lot 30.42 in Block 22140 from Woodhaven Village, Inc. for the referenced project to connect into the Authority's gravity sewer main in a Deed of Easement / Agreement. The Authority countersigned the agreement, as approved at the January 15, 2020, meeting, and was then recorded (Book 17756 Page 1339).

During the as-built review phase of the referenced project, the sewer lateral was found to actually be installed outside of the easement boundaries. The issue was corrected by the developer's engineer and the surveyor relocating the easement so that the lateral was centered within the easement, rather than having the sewer lateral physically reinstalled.

He said that a Corrected Deed of Easement / Agreement between the Authority and Woodhaven Village was prepared. The intent of this document is to amend the previously recorded Deed of Easement. This document contains terms which the Authority must agree to, and therefore needs to be countersigned by the Authority.

Attorney Jacobs said that a motion for a resolution is needed authorizing the appropriate officers of the Board of Commissioners to execute any and all the documents needed to correct a Deed of Easement for Tractor Supply.

A motion was made by Dr. Greenberg and seconded by Mr. Razzoli.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Razzoli, Weber, Casserly, Walker

Nays: None

Absent: Murphy, Galante

5 Ayes 0 Nays 2 Absent

Attorney Jacobs said a motion is needed to accept Mr. Roy's Engineering Report:

The motion was made by Dr. Greenberg and seconded by Mr. Weber.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Razzoli, Weber, Casserly, Walker

Nays: None

Absent: Murphy, Galante

5 Ayes 0 Nays 2 Absent

Financial Report: Michelle Smith, Comptroller

Mrs. Smith said that her first item to discuss is an authorization to advertise for a rate hearing to be held on April 20, 2022 with the regular meeting immediately following. This rate hearing is to recover the costs of Middlesex Water Company water rate increase which became effective January 1st.

Mrs. Smith said that her next items are the Budget Resolutions that are attached to her report. The first resolution is for the approval of the budget for the fiscal year ending May 31, 2023 for the Water Division.

Mrs. Smith said that the second resolution is for the approval of the budget for the fiscal year ending May 31, 2023 for the Sewer Division.

Attorney Jacobs said that a motion is needed for a resolution to advertise for a rate hearing to be held on April 20, 2022 at 6:30 p.m. with the regular meeting immediately following.

The motion was made by Mr. Casserly and seconded by Dr. Greenberg.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Razzoli, Weber, Casserly, Walker

Nays: None

Absent: Murphy, Galante

5 Ayes 0 Nays 2 Absent

Attorney Jacobs said that a motion is needed for the passage of the Water and Sewer Division Budgets for the fiscal year ending May 31, 2023 as presented in the Budget Workshop which took place right prior to this meeting.

A motion was made by Mr. Casserly and seconded by Dr. Greenberg.

The roll call vote was as follows:

Ayes: Greenberg, Razzoli, Weber, Casserly, Walker

Nays: None

Absent: Murphy, Galante

5 Ayes 0 Nays 2 Absent

Attorney Jacobs said that we will need to do two resolutions, one for the Water Division Budget, and one for the Sewer Division Budget that were just voted on together.

Mrs. Smith said that her last item for discussion is our Commercial and Workers' Comp policies. She said that Chris Volk is here to discuss the policy renewal.

Mr. Chris Volk thanked everyone for appointing his agency.

Mr. Volk said that we have the renewals of the Commercial and Workers' Compensation Policies coming up on April 15th. He said that this year again, Selective Insurance came in with the best option and best price and coverage for the OBMUA.

Mr. Volk said that on page 1 of the material that he passed out, shows that the expiring premium is \$605,332, and the renewal premium at \$630,498 which is an increase of \$25,166. He said that a majority of that increase is as a result of the property values being increased by approximately 2% for all the property locations. He said that the total insured property value is \$95,108,045 for all the locations insured, 74 vehicles are on that policy as well, and includes a \$10,000,00 umbrella coverage.

Mr. Volk asked if anyone had any questions on this package?

There were none.

Mr. Volk said that the second page in the material that he handed out is the Workers Compensation Policy. He said that the unaudited expiring policy is \$207,247, and the renewal premium is \$212,159. He said that there is an increase in the experience modification in the 2021 policy of Workers

Compensation claims paid out. There were eight claims. This went up 12 ½%. He said that the rates issued by the State of New Jersey were down 0.78% in the Water Division, and were down 0.75% in the Sewer Division per hundred dollars of payroll. Mr. Volk said that the total estimated rate increase is \$4,912.

Mr. Donatelli said that we are still keeping our experience modification under 1% which is good.

Mr. Donatelli said that we have a lot more training and safety programs now than in the past.

Mr. Volk said that there is a 13% discount in our Workers Compensation premium because of our modification number.

Attorney Jacobs said that a motion is needed to renew the Commercial & Workers Compensation Policies with Selective Insurance.

A motion was made by Dr. Greenberg and seconded by Mr. Weber to renew the Commercial and Workers' Compensation Policies Renewal with Selective Insurance.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Razzoli, Weber, Casserly, Walker

Nays: None

Absent: Murphy, Galante

5 Ayes 0 Nays 2 Absent

A motion to approve Mrs. Smith's Financial Report was made by Dr. Greenberg and seconded by Mr. Weber.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Razzoli, Weber, Casserly, Walker

Nays: None

Absent: Murphy, Galante

5 Ayes 0 Nays 2 Absent

Bills & Claims:

Dr. Greenberg said that the bills and claims are for a total of \$2,529,266.92.

A motion to approve the bills and claims for a total of \$2,529,266.92 was made by Dr. Greenberg and seconded by Mr. Razzoli.

There was no discussion.

The roll call vote was as follows:

Ayes:	Greenberg, Razzoli, Weber, Casserly, Walker	
Nays:	None	
Absent:	Murphy, Galante	
5 Ayes	0 Nays	2 Absent

Legal Report: Mitchell B. Jacobs, Esq.

Attorney Jacobs said that he does not have a legal report.

Old Business: None

New Business: Attorney Jacobs said that it is very hard to get employees these days, and when you find a qualified person, you need to jump on the opportunity to make sure you get them. He said that if you wait a few days, they may go somewhere else. Attorney Jacobs said a long time ago, the Executive Director had the authority to hire, fire and promote. He said that several other Authorities in New Jersey give the Executive Director the authority to hire, fire and promote. Some still require Board approval. It just runs down to the personality of the Boards, and the trust they have in the Executive Director. He said that because of times that we are in, the necessity of making quick decisions when it comes to hiring people or perhaps firing people is important.

Attorney Jacobs said that we have a proposed resolution that would give Guy Donatelli as Executive Director the ability to hire, fire or promote without first having to come to the Board. He

will report on it, and tell you what he did, but it gives him the ability to be flexible in being able to make a decision in his day-to-day operations of the Executive Director which is one of the things an Executive Director is supposed to be doing.

Attorney Jacobs said that we will open it up for discussion for everyone's thoughts on whether the Board would like to do this or not.

Mr. Weber said that with the current Board and Executive Director, he has no problem at all. However, at the change of the Executive Director, the policy should be reviewed.

Attorney Jacobs said that we could do a resolution amending Guy Donatelli's contract to allow this to happen, so this would only pertain to him in his current contract. He said that when there is a successor to him, this can be discussed at that time who has the power to hire and fire.

Mr. Weber said that the more time sensitive thing is the hiring. He asked if this authorization could this be separated to allow just hiring?

Attorney Jacobs said if you want to fire now, you need Board approval, but he can put them on administrative leave.

Chairman Walker said that he feels this makes sense for Guy Donatelli to have that, since he is running everything day to day. He said that if he finds a good candidate, he could hire them and not have to wait for the meeting. He said that the same thing with firing.

Mr. Donatelli said he would always be looking for Board counsel in these decisions. He said that this would not stop my checking with the Board to make sure the candidates are appropriate for the Authority.

Dr. Greenberg asked if the Board will know when there is a position open?

Mr. Donatelli said yes, absolutely, and you will know who he is recommending, and he would want the interaction of the Board members.

Attorney Jacobs said that today it is probably more important since it is hard to get entry level workers.

Mr. Donatelli said that he will never employ anyone without the consensus of the Board.

Dr. Greenberg said that she agrees with the timing of hiring someone with the caveat of reviewing the policy when there is a new Executive Director.

Attorney Jacobs asked if these would be positions that already have existing titles, and are in the Budget.

Mr. Donatelli said yes, they would not be new positions.

Mr. Donatelli said that after hiring, he will report on it at the next meeting to have it on the record.

Mr. Weber said that if someone employed here does something so egregious that you want to fire that person immediately, you could call a special meeting.

Mr. Donatelli said that he is currently authorized to suspend someone until a hearing is scheduled.

Attorney Jacobs said that we can limit the authorization in this resolution to be just hiring new employees.

Mr. Donatelli said that is good. He would rather have a coercive front when terminating someone with the Labor Attorney and the Board.

Mr. Weber said that he has been in the town for 47 years, and has always kept eye on the Authority, and he believes that the Authority has come a long way under Guy's and Art Haney's leadership. We even saw tonight that the insurance agent's comment was that the Authority is well managed. Mr. Weber totally supports the resolution.

Attorney Jacobs said that a motion is needed for a resolution which amends the Executive Director, Guy Donatelli's Contract, to give him the authority to hire employees of the Authority.

The motion was made by Edward Casserly and seconded by Dr. Greenberg.

There was no discussion.

The roll call vote was as follows:

Ayes:	Greenberg, Razzoli, Weber, Casserly, Walker		
Nays:	None		
Absent:	Murphy, Galante		
5 Ayes	0 Nays	2 Absent	

Open to Public: Chairman Walker opened the meeting to the public. He said that there is a maximum period of three minutes per person to speak.

Seeing no public, Chairman Walker closed the public portion.

Executive Session: Attorney Jacobs said that there is no Executive Session.

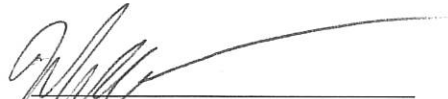
Adjournment: A motion to adjourn the meeting was made by Mr. Razzoli and seconded by Dr. Greenberg.

All the Commissioners in attendance were in favor.

No Commissioners were opposed.

The meeting was adjourned at 7:45 p.m.

Respectfully submitted,



Mark Razzoli, Secretary