

**OLD BRIDGE MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING
DECEMBER 20, 2023**

Call to Order: The Regular Meeting of December 20, 2023, was called to order at 11:14 a.m. by Chairman Walker immediately following the Rate Hearing. The Pledge of Allegiance was said before the Rate Hearing.

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 July 23, 2023, and in the Home News Tribune on July 23, 2023. 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.

This Public Meeting is being recorded.

Roll Call:

Present:

Bruce Walker, Chairman
Frank Weber, Vice Chairman
Anita Greenberg, Treasurer
James Blair, Commissioner
Edward Casserly, Second Alternate Commissioner

Absent:

Mark Razzoli, Secretary
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:

Guy Donatelli, Executive Director

Mr. Donatelli said that he doesn't have anything for this meeting except for the list of the Schedule of 2024 Meetings. He said that he wants to have Ronnie advertise it, and so asked if the Commissioners would approve the list. It includes the Reorganization Meeting of February 7, 2024.

Mr. Donatelli said that as the year progresses and conflicts come up the Board can make changes at that time.
Chairman Walker asked if everyone had a chance to review the schedule?

Mr. Donatelli said that all the meetings are now arranged for the morning.

A motion to approve the 2024/January 2025 Schedule of Meetings was made by Dr. Greenberg and seconded by Mr. Blair.

The voice vote was as follows:

All Commissioners were in favor.

No Commissioners were opposed.

5 Ayes 0 Nays 1 Absent

Chairman's Report: Bruce Walker, Chairman

Chairman Walker said that he didn't have anything to report. He said that he would like to thank the employees of the MUA for their dedication and hard work this past year. He wished everyone Merry Christmas and Happy New Year.

Previous Minutes: **Regular Meeting – August 16, 2023**

A motion to approve the Minutes of the Regular Meeting of August 16, 2023, was made by Dr. Greenberg and seconded by Mr. Casserly.

There was no discussion.

The voice vote was as follows:

All Commissioners were in favor.

No Commissioners were opposed.

5 Ayes 0 Nays 1 Absent

Executive Session – August 16, 1 2023

A motion to approve the minutes of the Executive Session of August 16, 2023, was made by Dr. Greenberg and seconded by Mr. Weber.

There was no discussion.

The voice vote was as follows:

All Commissioners were in favor.

No Commissioners were opposed.

5 Ayes 0 Nays 1 Absent

Superintendent's
Report:

Wally Tier, Superintendent – Distribution – Water Division

Mr. Tier said that his report was submitted, and asked if anyone had any questions.

There were no questions.

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

The voice vote was as follows:

All Commissioners were in favor.

No Commissioners were opposed.

5 Ayes 0 Nays 1 Absent

Superintendent's
Report:

Ray Totten, Superintendent – Treatment – Water Division

Mr. Totten said that he submitted his report, and asked if anyone had questions.

There were none.

A motion to accept Mr. Totten's Report was made by Dr. Greenberg and seconded by Mr. Casserly.

The voice vote was as follows:

All Commissioners were in favor.

No Commissioners were opposed.

5 Ayes 0 Nays 1 Absent

Superintendent's
Report:

Walter E. Gillins, Superintendent – Sewer Division

Mr. Gillins said that his report was submitted to the Board, and asked if anyone had any questions.

There were none.

The voice vote was as follows:

All Commissioners were in favor.

No Commissioners were opposed.

5 Ayes 0 Nays 1 Absent

Engineering Reports: Michael Roy, P.E.

REPORT ON DEVELOPER'S APPLICATIONS FOR APPROVAL

**Phenix Salon/Brixmor Old Bridge, LLC
W23-713, Minor Water – 4 Domestic EDCUs (2 Existing,
2 Additional)**

Mr. Roy said that the Phenix Salon is located in the Old Bridge Gateway Shopping Center, in place of the existing Asian Buffet.

Mr. Roy said that this project consists of the construction of a two-inch water service line connecting into an existing on-site ten-inch (10") water main to provide domestic water service for a proposed 7,695 SF salon with 46 styling chairs.

Mr. Roy said that Minor Review and Inspection Fees have been paid. Connection Fees are due before submitting a meter application.

The previous Asian Buffet had two (2) Domestic EDCUs and 1 Fire EDCU. This application is for an additional two (2) Domestic EDCUs for a total of four (4) Domestic EDCUs. There is no change to the fire suppression service. He said that the Applicant has acknowledged that the proposed water service will remain privately owned and maintained by the Applicant.

Mr. Roy said that the size, material, and installation of the on-site water service lines are also subject to approval by the Township Plumbing Sub-Code Official. He said that all technical requirements sufficient for Minor Water Approval have been satisfied, and a copy of this report has been supplied to the Contact Person of the Applicant as listed on the application form.

Mr. Roy said that he recommends Minor Water Approval as subject to the following nine conditions in his report.

Mr. Roy said that the Applicant shall pay all applicable fees and comply with and address all comments in the Engineer's Report dated December 15, 2023.

Mr. Roy said that the proposed on-site water service is to remain privately owned and maintained by the Applicant. The Applicant shall coordinate the utility plans approved under this application with the architectural design of the buildings as it relates to the water service.

Mr. Roy said that the Applicant is to schedule a pre-construction meeting at least two weeks prior to commencing any utility construction. He said that the Performance Guarantee, Certificate of Insurance, and proof of all required permits shall be provided prior to the pre-construction meeting.

The Applicant shall construct the water improvements in accordance with the Approved Drawings and permits issued by any Agency having jurisdiction. The Applicant is to fully comply with the Rules and Regulations of the Authority and any Agency having jurisdiction.

Mr. Roy said this Minor Water Approval shall expire one year from the date of the resolution if no construction has taken place within that one-year period.

A motion to adopt a Resolution for Phenix Salon/Brixmore Old Bridge, LLC, W23-713, Minor Water – 4 Domestic EDCUs (2 Existing, 2 Additional) was made by Dr. Greenberg and seconded by Mr. Weber.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Blair, Weber, Casserly, Walker

Nays: None

Absent: Razzoli

5 Ayes 0 Nays 1 Absent

OTHER ENGINEERING REPORTS

Raceway Petroleum, Rt. 9, W202-511, S202-395, One-Year Extension of Minor Approvals

Mr. Roy said On October 20, 2021, the referenced applicant was granted Minor Water and Sewer Approvals with Resolution Nos. D-29-21 and D-30-21 which were to expire within one year if the Applicant did not proceed with construction within that one year. The Applicant submitted for a one-year extension of these Minor Water and Sewer Approvals which were approved for an extension on October 19, 2022, with the Resolutions Nos. D-46-22 and D-47-22. The Applicant has now submitted a request for an additional one-year extension of time of their Minor Water and Sewer Approvals in accordance with our Rules and Regulations.

Mr. Roy said that the Raceway Petroleum project is located on Rt. 9 and Poor Farm Road. He said that the Applicant indicates that the reason for their request to extend the Minor Water and Sewer Approvals is that they are having difficulty with economic forces that has delayed the beginning of their construction.

Mr. Roy said that he recommends that a one-year extension of time, until October 20, 2024, be granted to this applicant for both of their Minor Water and Sewer Approvals.

Raceway Petroleum, Rt. 9, S202-395, One Year Extension of Minor Approval

A motion was made by Dr. Greenberg and seconded by Mr. Casserly that the one-year extension which was granted on October 19, 2022, due to difficulty with economic forces and has delayed the commencement of their construction be granted an additional one-year extension of time until October 20, 2024, for Sewer Application S202-395 for Raceway Petroleum.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Blair, Weber, Casserly, Walker

Nays: None

Absent: Razzoli

5 Ayes 0 Nays 1 Absent

Raceway Petroleum, Rt. 9, One Year Extension of Minor Approval

A motion was made by Dr. Greenberg and seconded by Mr. Casserly that the one-year extension which was granted on October 19, 2022, due to difficulty with economic forces and has delayed the commencement of their construction be granted an additional one-year extension of time until October 20, 2024, for Water Application W202-511 for Raceway Petroleum.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Blair, Weber, Casserly, Walker

Nays: None

Absent: Razzoli

5 Ayes 0 Nays 1 Absent

Redevelopment of Wells Nos. 6 & 11, Contract No. W22-226, Final Quantities Change Order

Mr. Roy said that Change Order No. 1 to A.C. Schultes, Inc. represents the final quantities Change Order for the referenced project that includes the decrease in cost and the reason for the changes to the Contract Documents.

Mr. Roy said that this Change Order consists of the reduction in costs because of not needing to perform certain work that was provided for in the Contract Documents. The allowance for the miscellaneous work, as well as some of the number of pump tests were not needed. The total number of days of redevelopment work on Well No. 6, was not needed, and therefore the total amount of chemicals utilized during redevelopment work were also not needed. The total amount of pump equipment needing to be replaced in both Well Nos. 6 and 11 was less than the amount provided for in the Contract Documents.

Mr. Roy said that the total cost of the Change Order is a Minus \$50,655.00 which is a twenty-five-point nineteen percent decrease from the original contract amount of \$201,065.00 to a new contract amount of \$150,410.00.

Mr. Roy said that the Change Order is ready to be considered for approval by the Authority.

A motion was made by Mr. Casserly and seconded by Dr. Greenberg to approve the Final Quantities Change Order No. 1 in the amount of minus \$50,655.00 in connection with the Redevelopment of Wells Nos. 6 and 11 to a new contract amount of \$150,410.00.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Blair, Weber, Casserly, Walker

Nays: None

Absent: Razzoli

5 Ayes 0 Nays 1 Absent

Replacement of the Oak Street Booster Station Roof, Contract No. W23-230 – Award Contract to Arco Construction, Inc.

Mr. Roy said that sealed bids were opened and read aloud on December 6, 2023, at 2:00 P.M. at the Authority's office for the Replacement of the Oak Street Booster Station Roof, Contract No. W23-230.

Mr. Roy said that the lowest bidder, Arco Construction, Inc., has not taken any exceptions to the proposal and is also not listed on the State's Debarred List.

Mr. Roy said that he recommends awarding this contract to the lowest responsible bidder, Arco Construction, Inc., West Caldwell, New Jersey, for the unit prices bid.

A motion to award the contract for the Replacement of the Oak Street Booster Station Roof project to Arco Construction, Inc. in the amount of \$42,500.00 was made by Mr. Waker and seconded by Dr. Greenberg.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Blair, Weber, Casserly, Walker

Nays: None

Absent: Razzoli

5 Ayes 0 Nays 1 Absent

Laurence Harbor Water Services Replacement, Contract No. 447.02 – Award Contract to Kiely Civil, LLC

Mr. Roy said that the Authority needs construction services in connection with the Laurence Harbor Water Services Replacement project. He said that CME was authorized to prepare plans and specifications and obtain bids for this project.

Mr. Roy said that three bids were received. He said that Kiely Civil, LLC of Tinton Falls was the lowest bidder for items 1-76 at a total contract price of \$3,219,676.00.

Mr. Roy said that he recommends that the contract be awarded to Kiely Civil, LLC of Tinton Falls in the amount of \$3,219,676.00.

A motion to award the contract for the Laurence Harbor Water Services Replacement project be awarded to Kiely Civil, LLC in the amount of \$3,219,676.00 was made by Dr. Greenberg and seconded by Mr. Casserly.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Blair, Weber, Casserly, Walker

Nays: None
Absent: Razzoli
5 Ayes 0 Nays 1 Absent

Financial Report: Michelle Smith, CPA, Comptroller

Mrs. Smith said that her first resolution is for the renewal of our Total Care Agreement for the year 2024 with LookFirst Technology. She said that they provide our computer hardware, operating system maintenance, and support for the billing and office computers. The renewal quote is \$20,685, an increase of \$600 over the current price.

A motion that the Executive Director be authorized to renew the Total Care Agreement with LookFirst Technology for the period of January 1, 2024, to December 31, 2024, was made by Dr. Greenberg and seconded by Mr. Blair.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Blair, Weber, Casserly, Walker
Nays: None
Absent: Razzoli
5 Ayes 0 Nays 1 Absent

Mrs. Smith said that her next resolution is for the renewal of our Annual Service Agreement with Hach for the service period starting on February 19, 2024. This is for our water quality monitoring devices and the contract includes parts and labor, preventive maintenance visits, technical support calls, and firmware updates. She said that the renewal quote is \$26,268 which is \$2,700 over our current price.

A motion for authorization to renew the Annual Service Agreement with Hach Service Partnership at a cost of \$26,268.00 for the period February 19, 2024, through February 18, 2025, was made by Mr. Casserly and seconded by Mr. Blair.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Blair, Weber, Casserly, Walker

Nays: None

Absent: Razzoli

5 Ayes 0 Nays 1 Absent

Mrs. Smith said that her next two resolutions are for the renewal of our health benefits for the year 2024. The first of these two resolutions is for the Administrative Services Agreement with IDA-Rx administration fee of \$29.83 per month per member, representing a 2% increase. This is their first increase since we started with them in 2020.

A motion that Insurance Design Administrators (IDA) be appointed as Third-Party Administrator with respect to Medical and Prescription Benefits, and authorization to execute a contract with Insurance Design Administrators for the period beginning January 1, 2024, through December 31, 2024, was made by Dr. Greenberg and seconded by Mr. Casserly.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Blair, Weber, Casserly, Walker

Nays: None

Absent: Razzoli

5 Ayes 0 Nays 1 Absent

Mrs. Smith said that the second of these two resolutions regarding our health benefits is for the renewal of our Stop Loss Policy. We received four quotes, and the best proposal was from ATS/US Fire Insurance Company. Their quote is a decrease of 2.4% over the current policy and they are not lasering any members. The other quotes came from Cigna, the incumbent with an increase of 9%, and lasering one member; Nationwide's quote is an increase of 10% with two lasers, and Sirius

Point's quote is 0.1% lower, but it included six lasers. She said ATS/US Fire Insurance Company is the best proposal, so she recommends our Stop Loss Policy for the year 2024 be with them.

A motion authorizing a contract with ATS/US Fire Insurance Company for \$934,095.48 based on current enrollment for the period January 1, 2024, through December 31, 2024, was made by Mr. Casserly and seconded by Mr. Blair.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Blair, Weber, Casserly, Walker

Nays: None

Absent: Razzoli

5 Ayes 0 Nays 1 Absent

Mrs. Smith said that is all that she had to report, and asked if anyone had any questions.

There were none.

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

There was no discussion.

The voice vote was as follows:

All Commissioners were in favor.

No Commissioners were opposed.

5 Ayes 0 Nays 1 Absent

Bill & Claims: Dr. Greenberg said that the Bills & Claims for this month are a total of \$2,767,563.28.

A motion to approve the Bill & Claims in the amount of \$2,767,563.28 was made by Mr. Casserly and seconded by Mr. Blair.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Blair, Weber, Casserly, Walker

Nays: None

Absent: Razzoli

5 Ayes 0 Nays 1 Absent

Legal Report: Mitchell B. Jacobs, Esq.
Attorney Jacobs did not have a Legal Report.

Old Business: Chairman Walker asked if there was any Old Business.
There was none.

New Business: Chairman Walker asked if there was any New Business.
There was none.

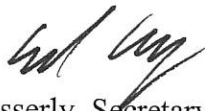
Open to Public: Chairman Walker opened the meeting to the public at 11:31 a.m.
Seeing no hands, Chairman Walker closed the public portion.

Executive Session: Chairman Walker said there is no Executive Session.

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

The meeting was adjourned at 11:32 a.m.

Respectfully submitted,



Edward Casserly, Secretary