

**OLD BRIDGE MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING
JANUARY 17, 2024**

Call to Order: The Regular Meeting of January 17, 2024, was called to order at 11:00 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 August 22, 2023, and in the Home News Tribune on August 22, 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 does not have a report. He said that my last report is to thank everyone.

Chairman's Report: Bruce Walker, Chairman

Chairman Walker said that he does not have an official report. He said that he would like to thank Guy for his friendship, his mentoring, and everything he taught me. Chairman Walker said that he can tell you where

the developments were built, who built it, and everything about it. He thanked Guy Donatelli for everything. He is leaving things better than he found them.

Previous Minutes: None

Superintendent's Report: Wally Tier, Superintendent – Distribution – Water Division

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

There were none.

A motion to accept 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 everyone has his report, and asked if there were any questions about it.

There were none.

A motion to accept Mr. Totten'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:

Walter E. Gillins, Superintendent – Sewer Division

Mr. Gillins was not present.

Mr. Bill Stefanelli, Deputy Superintendent, said the report was submitted, and asked if anyone had any questions.

Dr. Greenberg asked if PSE&G will be responsible to pay for the 4-inch lateral repair that was damaged during the gas main replacement on Pine Avenue?

Mr. Stefanelli said yes, and we gave the information to Michelle Smith.

Mrs. Michelle Smith said yes, PSE&G do pay for the cost of repairs for the damage that they caused.

Dr. Greenberg said on 25 Hilliard Road, what does it mean that a whole house trap that was buried in their backyard caused the homeowner's blockage?

Mr. Stefanelli said that the homeowner stated that sewage was coming into their basement from their cleanout. We checked our main and found a blockage in the easement line. A Vactor truck crew cleared the blockage. He said the homeowner was advised to contact a plumber to have the lateral line cleaned all the way out to the main. He said the homeowner had a blockage again in their lateral. He said this time we found a whole house trap buried in their backyard which caused the homeowner's blockage.

Mr. Roy said the reason they called it whole house is that there are traps from each individual sink with a trap to keep the sewer gases from coming back up into that sink. He said there is also a trap for the whole house outside that serves the same purpose to stop sewer gases from coming back in the whole house, and that was buried in their backyard causing the homeowner's blockage.

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

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

**BOE Property Warehouse/Old Bridge Route 9 BOE Property, LLC
W21-700, Tentative Water – 8 Domestic + 1 Fire = 87 EDCUs**

Mr. Roy said that we gave this application Preliminary Approval back in April 2022, and then we gave them a one-year extension since they had not done anything in a year. He said they had to go back to the Township because they were going to downsize it. This application is for 86 Domestic + 1 Fire = 87 EDCU'S.

Mr. Roy said that it is located on the Old Bridge Board of Education property on the south side of Jake Brown Road, west of Rt. 9, and includes a portion of the former Glenwood Country Club property.

Mr. Roy said that when they went to the Planning Board, they downsized from 98 EDCUs to 87 EDCUs for construction of a warehouse to approximately 5,435 LF of on-site 10” PVC C900 water main with fire hydrants and building fire service lines and approximately 2,620 LF of off-site 12” PVC C900 and fire hydrants to service an 808,510 SF warehouse building with 10,000 SF of office space. Water service will be provided to the warehouse by connecting into the existing water main on Rt. 9 and a stub will be left on Jake Brown Road for future connection to the extension of the White Oak Lane water main as part of the off-site water improvements by both the SEGME GC Warehouses (Fairway Lane) and BOE Property Warehouse applications.

Mr. Roy said that a computer simulation of a fire flow demand has been performed by CME, the Authority’s Water Engineering Consultant, to determine the impact of this application on the Authority's Distribution System. CME has concluded that the Authority would be able to provide both domestic and fire protection service based on the proposed 12” water mains to be constructed and the estimated demand of all three warehouse applications. He said the water main will eventually be built on the extension of Jake Brown Road when that intersects White Oak Lane, and in the future when they get past their wetland issues with the DEP.

Mr. Roy said that the applicant has acknowledged that the 12' diameter proposed water main and fire hydrants within the public right-of-way of Jake Brown Road will be dedicated to the Authority.

Mr. Roy said that the applicant has acknowledged that all of the proposed on-site water main and hydrants, as well as the 8" fire line will remain privately owned and maintained by the Applicant.

Mr. Roy said they have submitted some plans that we have made comments on and asked for some revisions. We returned it to them with a cover letter dated January 8, 2024. He said with those changes and the comments being addressed, he is recommending Tentative Water Approval subject to addressing the five Conditions in his report including his comments and CME's recommendation of installing a 12" water main to allow for the proper fire protection.

Attorney Jacobs said that Mr. Roy stated this for the record, so now we need a motion to approve a resolution for W21-700, Tentative Water – 86 Domestic + 1 Fire = 87 EDCUs.

A motion 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

**BOE Property Warehouse/Old Bridge Route 9 BOE Property, LLC
S21-550, Tentative Sewer – 86 EDCUs**

Mr. Roy said that this applicant is located on the Old Bridge Board of Education property on the south side of Jake Brown Road, west of Rt. 9, and including a portion of the former Glenwood Country Club property.

The application consists of the construction of approximately 1300 LF of on-site eight-inch (8") PVC to service an 808,510 SF warehouse building with 10,000 SF of Office space by connecting to the Runyon Trunk Sewer.

The relocation of a portion of the newly installed existing 30" PVC Runyon Trunk Sewer will be required to be performed first to allow construction of the proposed BOE Property Warehouse.

He said that a balance of Tentative Review fees is due.

Mr. Roy said Township Final Planning Board Approval was granted on March 7, 2022, and amended on Dec 14, 2023, which reduced the overall size of the Warehouse from 97 EDCUs to 86 EDCUs. He said that the Applicant has acknowledged that all proposed on-site sewers will remain privately owned and maintained by the Applicant. Also, the Applicant has acknowledged that all proposed relocation of the 30" Runyon Trunk Sewer will be dedicated to the Authority.

Mr. Roy said that the Applicant is to submit metes and bounds description of the relocated 30" trunk sewer utility easement for review. A written private utility maintenance plan shall be submitted for review which includes periodic sewer main cleaning, in accordance with the Authority's Rules and Regulations. He said that the size, slope, and installation of the on-site sewer lateral(s) are subject to approval by the Township Plumbing Sub-Code Official.

Mr. Roy said that the Applicant shall provide proof of title showing that it is the owner of the property, and provide an explanation of the reason and purpose for the proposed Oil-Water Separator. Also provide a list of outside agency permits required for this project including NJDOT and Township Road Opening Permits. It appears that the work under this application will require NJDEP Treatment Works Approval.

The Applicant is to submit NJDEP Treatment Works Application package for processing by our office that includes the plan revisions noted within the marked-up drawing set. Drawings to be revised as per marked-up drawing set sent to the Applicant's engineer with the cover letter dated January 8, 2024.

Mr. Roy said that the submission deadlines for a Final Sewer Application package are January 31, 2024, February 28, 2024, and March 27, 2024. 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 the Applicant shall pay all applicable fees. All comments from his Engineer's Report dated January 12, 2024, shall be addressed with the Final Sewer Application. He said that the Applicant is to fully comply with the Rules and Regulations of the Authority and any

Agency having jurisdiction. This Tentative Sewer Approval shall expire one year from the date of the resolution or as otherwise extended by law. He said that submission of a Final application shall extend this approval.

Mr. Roy said that he recommends Tentative Sewer Approval subject to the four conditions in his report.

A motion to approve BOE Property Warehouse/Old Bridge Route 9 BOE Property, LLC – S21-550, Tentative Sewer – 86 EDCUs was made by Mr. Casserly 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	

Confined Space Safety Equipment Purchase Under a State Contract

Mr. Roy said that there is a need to purchase additional confined space safety equipment to be used in the Authority’s Sewer Division operations. The equipment needed is two complete four-piece davit hoist systems that include bases, vehicle hitches, and lowering mast extensions.

The davit hoist equipment is used in the Sewer Division operations when lowering personnel into confined spaces and matches the existing davit hoist equipment currently owned by the Authority. This new equipment will be added to the existing equipment inventory to be used with the growing need for the expanding sanitary sewer collection system.

Mr. Roy said that there is safety equipment available from Fastenal of Flanders, NJ that would suit the Authority’s needs. Fastenal has a contract with the State of New Jersey, Department of Community Affairs (NJDCA). The Authority as a Local Government Agency can purchase from this State Contract.

Mr. Roy said that Fastenal’s price quote dated January 4, 2024, is to supply two complete four-piece davit hoist systems for the total amount of

\$33,709.54. This purchase will be funded from budget line item #11-103-8151.

Mr. Roy said that he recommends that the Authority authorize the purchase of two complete four-piece davit hoist systems from Fastenal of Flanders, NJ in accordance with their price quote dated January 4, 2024, in the total amount of \$33,709.54 under the New Jersey State Contract #M0002-19-FLEET-00565 subject to attorney review.

Dr. Greenberg asked if we have ever had any problems in the history of the OBMUA with going into confined spaces.

Mr. Roy said that there is no accident history, and our new equipment helps with that safety record.

Attorney Jacobs said that there was a death of an employee at a local sewerage authority, and PEOSHA is going to all authorities now to make sure that the confined space programs are up to standard. He said that the OBMUA is one step ahead on this. There is safety training and an agreement with Perth Amboy Fire Department to respond to confined space emergencies.

Dr. Greenberg said why Perth Amboy?

Attorney Jacobs said that not all the fire departments have the training to do it.

A motion to adopt a resolution for a Confined Space Safety Equipment Purchase under a State Contract 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

Grinder Equipment Replacement at the Woodhaven and Arbors Sewage Pump Stations through the NJWC Cooperative

Mr. Roy said that the existing sewage grinders at the Woodhaven and Arbors Sewage Pump Stations need to be replaced as they are six to ten years old and are at or near the end of their useful life including the controls. The grinders protect the pumps from clogging by reducing large objects and cloth from entering the pump housing. The existing grinders are inspected, cleaned, and maintained at least every six months. The new grinders will be installed with in-house labor, and the equipment each cost approximately \$63,250.

Mr. Roy said that the grinders that are proposed will be an upgrade from the existing hydraulically driven grinders to electrical motor driven grinders. Most all of the Authority's existing thirty-five sewer pump stations have grinders that are electrically motor driven except for five pump stations. Two are proposed to be upgraded now and the other three are proposed to be upgraded in a future budget. The electrical motor driven grinders operate better, eliminate the need for hoses, are less noisy, and are provided with better service from the vendor.

Mr. Roy said that there are grinders manufactured by Franklin Miller and supplied by Pumping Services, Inc. (PSI) of Middlesex NJ that would suit the Authority's needs. PSI has a contract with the New Jersey Wastewater Cooperative that provides a 5% price discount. The Authority has previously joined and purchased items through the NJWC which is managed by the Passaic Valley Sewerage Authority.

Attached is PSI's price quote dated December 14, 2023, to supply two sets of Franklin Miller grinder equipment along with the appurtenances to be used for the Woodhaven and Arbors Sewage Pump Stations under their NJWC Cooperative Contract #B364-2 for the total amount of \$126,511.96. This purchase will be funded from budget line item #11-103-8151.

Mr. Roy recommended that the Authority authorize the purchase of two Franklin Miller Titan Twin Shaft Grinders along with the associated motor, drive and accessories from Pumping Services, Inc. of Middlesex, NJ in accordance with their price quote dated December 14, 2023, in the total amount of \$126,511.96 under the NJWC Cooperative Contract #B364-2 subject to attorney review.

Chairman Walker asked if there were any questions regarding the grinder?

There were none.

A motion to purchase Grinder Equipment Replacement at the Woodhaven and Arbors Sewage Pump Stations through the NJWC Cooperative 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

A motion to approve Mr. Roy's Engineering Report was made by Mr. Weber and seconded by Dr. Greenberg.

All Commissioners were in favor.

No Commissioners were opposed.

5 Ayes 0 Nays 1 Absent

Financial Report: Michelle Smith, Comptroller

Renewal of the Cyber Policy with CFC for an Annual Premium of \$20,575

Mrs. Smith said that her first item is a renewal of our Cyber Liability Policy. She said that CFC, who we have currently, came in with the best quote of \$20,575. She said that this is the same amount as the expiring policy, and there is no increase.

Mrs. Smith said that she recommends renewing our Cyber Policy with CFC with the policy year starting January 19, 2024.

A motion to renew the Cyber Policy with CFC for the annual premium of \$20,575 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	

Renewal of the Workers' Compensation Policy with Selective Insurance for an Annual Premium of \$173,259

Mrs. Smith said that her next item is the renewal of our Workers' Compensation Policy. She said that Selective Insurance came in with the best proposal of \$173,259. She said that this policy also provides dividends up to 25% of the premium based upon their annual loss ratio. Mrs. Smith said that this policy is for the calendar year. She said that she recommends renewing with Selective.

A motion to adopt a resolution for the Renewal of the Workers' Compensation Policy with Selective Insurance for an Annual Premium of \$173,259 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 for the financial reports, we are seven months into the fiscal year, and the revenues are projected to come in about 1% over budget and the expenses are running approximately 4 ½% under budget.

Mrs. Smith said that is all that she has to report.

Chairman Walker asked if there were any questions for Michelle.

Mr. Weber asked if the 4 1/2% and the 1%-dollar amounts offset each other?

Mrs. Smith said that the 4 1/2% more than offsets the 1%.

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

All Commissioners were in favor.

No Commissioners were opposed.

5 Ayes 0 Nays 1 Absent

Bill & Claims: Dr. Greenberg said the Bills and Claims for this month total \$1,904,295.48.

A motion to approve the Bills and Claims in the amount of \$1,904,295.48 was made by Mr. Casserly and seconded by Mr. Blair.

Chairman Walker asked for a voice vote.

All Commissioners were in favor.

No Commissioners were opposed.

5 Ayes 0 Nays 1 Absent

Legal Report: Attorney Jacobs said that he does not have a Legal Report, but there are a few items for the Executive Session.

Old Business: None

New Business: Mr. Walker asked when Old Bridge's water rights were sold to Perth Amboy?

Mr. Donatelli said that to his knowledge we never sold any of our rights to Perth Amboy. He said that Perth Amboy acquired their rights over a hundred years ago, before Old Bridge had a water company.

Mr. Roy said that there used to be a time when you bought land, and you took whatever water was out of the ground. He said that the DEP used to issue only a monthly limitation before all these Critical Area designations were established. Mr. Roy said that Perth Amboy bought the land from whoever owned it at the time and built wells.

Mr. Donatelli said that the City of Perth Amboy had a need for water, and they came across the Raritan River to get it. They bought the property and ran a water main across the river to Perth Amboy.

Mr. Greenberg asked if the Township of Old Bridge owned the property.

Mr. Roy said that they most likely bought it from a farmer.

Mr. Walker asked if we could find out how much water Perth Amboy pumps from Old Bridge.

Mr. Donatelli said that they have an allocation just like we do, but Middlesex Water Company is operating that water system now. Mr. Donatelli said that they have a maximum allowable withdrawal just like us, since they are in the same critical cutback area.

Mr. Roy said that because they put a pond there, they have some recharge credit, but it was never approved by the State.

Mr. Donatelli said that Perth Amboy is in the same boat as we are in.

Mr. Weber asked if Perth Amboy had water to sell?

Mr. Donatelli said that we tried in the 1980's to buy water from them, but it did not work out.

Mr. Roy said that we were able to buy a small amount of water from South Amboy.

Mr. Donatelli said that we have a limit of what we can produce, and a demand that has to be met, and Middlesex Water Company fills the void.

Mr. James Blair said thank you to Mr. Donatelli for planning for the future and helping him while he worked there. He said that having the right equipment is important and that you always fought for us.

Dr. Greenberg said that Mr. Donatelli left a mark for generations, and wished him well.

Mr. Weber said that Old Bridge is the largest township or close to it in the County and wished Mr. Donatelli well.

Open to Public: Chairman Walker opened the meeting to public for maximum period of three minutes per person.

Mr. Gary Brown said that he is a retired MUA employee. He said that he wanted to thank Guy Donatelli. He praised his work with the infrastructure and computer system to monitor water and sewer, the treatment plants, and employee education. He said that as a retired employee he appreciated everything he did for the employees.

Chairman Walker said seeing no hands, he is going to close the public portion.

Executive Session: Attorney Jacobs said that we have two matters for discussion and read the Resolution Authorizing Executive Session.

Attorney Jacobs said one issue is a personnel matter to discuss employment contracts for certain managerial employees. He said that the other issue is litigation to discuss matters involving Middlesex Water Company.

Attorney Jacobs said that we will be in closed session for about fifteen to twenty minutes, and at that time expect to come out and take action.

A motion to go into Executive Session was made by Dr. Greenberg and seconded by Mr. Weber.

The roll call vote was as follows:

Ayes: Greenberg, Blair, Weber, Casserly, Walker

Nays: None

Absent: Razzoli
5 Ayes 0 Nays 1 Absent

The Board went into Executive Session at 11:37 a.m.

Resumption of Executive
Session:

The Board returned to public session at 12:01 p.m.

Attorney Jacobs said that we have three matters of business.

Attorney Jacobs said that he needs a motion for a resolution authorizing the Amendment of the current Employment Contract with Michael Roy ending January 31, 2024.

A motion 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

Attorney Jacobs said that a motion is needed for a resolution authorizing an Employment Contract for Michael Roy as Authority Executive Director/Authority Engineer commencing February 1, 2024.

A motion was made by Mr. Weber 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

Attorney Jacobs said that a motion is needed for a resolution authorizing an Employment Contract with Michelle Smith as Authority Comptroller/Chief Financial Officer commencing February 1, 2024. It was made by Mr. Weber 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

Mr. Roy said thank you to the Commissioners. He said that he has been with the Authority 36 years and appreciates the confidence that the Commissioners have in me to finish up my career as the Executive Director. He said that he has some big shoes to fill, and he will do the best that he can.

Mr. Totten said that he wanted to thank Guy for talking me off the ledge at times and being a friend.

Adjournment: A motion to adjourn was made by Dr. Greenberg and seconded by Mr. Weber.

All Commissioners were in favor.
No Commissioners were opposed.
5 Ayes 0 Nays 1 Absent

The meeting was adjourned at 12:04 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Ed Casserly".

Edward Casserly, Secretary