

**OLD BRIDGE MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING
DECEMBER 18, 2024**

Call to Order: The Regular Meeting of December 18, 2024, was called to order at 11:15 a.m. following the Public Rate Hearing with the Pledge of Allegiance.

Announcement: Chairman Razzoli announced that this meeting is in conformance with the Open Public Meetings Act. Notice has been published in the Asbury Park Press on December 31, 2023, and in the Home News Tribune on December 31, 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:

Mark Razzoli, Chairman
James Blair, Vice Chairman
Anita Greenberg, Treasurer
Edward Casserly, Secretary
Bruce Walker, Commissioner
Frank Weber, Commissioner
Perry Simone, Second Alt. Commissioner

Also Present:

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

Previous Minutes: September 18, 2024

A motion to approve the Regular Meeting Minutes of September 18, 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, Walker, Razzoli

Nays: None

Absent: None
5 Ayes 0 Nays 0 Absent

Chairman's Report: Mark Razzoli, Chairman

Chairman Razzoli said he does not have a report.

Executive Director's Report:

Michael Roy, P.E.

Mr. Roy said that there was a water main break on Cottrell Road late on Friday about three o'clock after my Executive Director's Report was delivered. He gave "kudos" to our guys response to this situation, and they do this all the time. Mr. Roy said that when it happened, Wally's field crew was immediately there at the site. Wally's crew was working with the County's contractor helping them do the water main repair on Cottrell Road. They were flushing fire hydrants to clean out the water distribution system until two a.m.

Mr. Roy said that Ray and Anthony were on the phone with DEP for six hours. We called the DEP up to tell them about the loss of water pressure and then had to sit around for two hours until they called us back. He said that after that time, it went around and around within the DEP to decide what exactly was going to be put out in a boil water advisory notice, and what areas that it had to be distributed and communicated. They asked us questions about the different pressure zones and the geographical areas. He said we knew which areas the water pressure was lost, but we had to go around and around to convince them.

He said that the MUA takes it on the chin as far as public relations, because we had to wait six hours to put this out to the public. We didn't get the green light from the DEP until 9 p.m. We put it out to the public as soon as we could. Mr. Roy said that the two areas we wanted to publish were our website and on our Facebook page. The Facebook page will give a notification right on mobile devices whether home or not, and that is the fastest way to notify residents by using that third party. He said that the DEP said that was not enough. The DEP said that we also had to send the boil water advisory to Channel 12, and to 101.5 FM on the radio. He said that he was not sure if those two outlets put it on their stations or not, and whether people saw it. It seemed to him that these media outlets were the least likely place for people to receive notification.

However, we did what we were told by the DEP. He said that going forward, we are working with the OEM people to call them to see if there is something that can help us with quicker notification. The problem in the past was that the Township's reverse 911 calling system, back in 2012 under a similar situation, was too slow of a speed at which the calls were being made. They only had a capacity of calling about 10,000 people in 24 hours. He said that if we put a boil water advisory out, and then two days later someone is getting a call about it, we would be criticized. Mr. Roy said that we are going to try and see if things have changed in the last decade, and what kind of capacity they now have.

Chairman Razzoli said that you should notify the police and notify the Chief, Deputy Chief or Captain and that is the proper procedure.

Mr. Roy said that we will investigate the options we have with OEM's help, but maybe in the future we have to get the word out to sign up on our Facebook page, and for residents to put the setting of notifications on the top to know when there are water main breaks. He said that within an hour, we have information on all of our water breaks on our Facebook page.

Mr. Roy said that he also wanted to give "kudos" to Joe Korman, our IT person, who is always available no matter what time of day to get this information on our Facebook page. He said that within minutes after the DEP gave us the green light, he had it on our Facebook page. Mr. Roy said that by Sunday the boil water advisory was lifted, because there was no contamination from this event.

The residual hydrostatic pressure within water pipes does not allow contamination to go in the direction of the pipe. Mr. Roy said that we still have to live by the direction given to us by the DEP. He said that the boil water advisory language is so drastic and ends up panicking the public. He said that our water distribution system was not in trouble. Within ten minutes of the water main break, the area was flooded with water flow that brought the system pressure to the original water pressure. It was just a small area affected by the drop in water pressure, which was the Cottrell Road and Springhill Road area. The DEP gets involved when this happens and requires a boil water advisory to be published.

Mr. Casserly asked if we have a database of customers.

Mr. Roy said that we have some billing information, but often the phone numbers that we have are land lines, so we cannot text them.

Mr. Roy asked Michelle if we had emails on the accounts.

Mrs. Smith said that no, we do not have emails.

Mr. Roy said that OEM said that they do not have enough residents that signed up for their calling system.

Chairman Razzoli said that when they switched off Nixel by Himanshu that was a problem. Nixle had more phone numbers, and now they went to this red alert system that has less phone numbers.

Mr. Roy said once the Disbrow Road Water Storage Tank is built, this problem will most likely not happen. He said that the source of water for this area of the Township is either from the booster station south of Rt. 516, the booster station west of Rt. 9 on Perrine Road, or the water treatment plant west of Rt. 9 on Throckmorton Lane. If we had a million gallons of water in a storage tank located in this area, it would have sustained the water pressures for fire protection and water main breaks like this one. He said that he couldn't say for sure, but this situation with the Boil Water Advisory would probably never have happened. He said that Guy Donatelli agrees with me. He said this summer this water storage tank should be in service.

Mr. Roy said that the repair of the collapsed 24" Trunk Sewer near Birch Street by Vortex will be completed before the end of the year, the sewer relining work performed by Vortex along the streets of Van Ethel Drive and Edgar Road in the Leone Park section will be completed early next year.

The Slope Stabilization project at Lakeridge Development has been awarded to Brennan Brothers Contracting of Old Bridge. Work on this project was scheduled to begin on December 16th and will be completed in approximately seven (7) days to address the failed slope on our sewer easement in the Lakeridge Development.

Mr. Roy said that the replacement of the water main on Millburn Court has been awarded to Kiely Civil, LLC of Tinton Falls, NJ. Kiely has installed the new 8" water main in the entire street and then worked carefully from one home to the next to relocate each homeowner's water service onto the new water main so that the old water main can be retired from service. He said all the services are now done.

Solicitation of Professional Qualifications for 2025 to 2026

The annual solicitation for Professional Qualifications for the various Professional Services for the year 2025 to 2026 has been publicly advertised in our official newspapers. The Qualifications will be received on January 22, 2025, for action at the Authority's February Reorganization Meeting. The Qualifications Committee will evaluate the Qualification Packages submitted by the various Professionals in response to the Authority's Request for Qualifications (RFQs) and report back to the Board of Commissioners for the February Reorganization Meeting to recommend our professionals.

1. Purchase of a new Metering Flow Tube from Pumping Services, Inc. through a New Jersey Cooperative

Mr. Roy said that there is a need to purchase a new metering flow tube for the discharge of the Perrine Road Booster Station. The existing metering flow tube has been in place for thirty years and has been worn out and lost accuracy. This metering flow tube is essential for the proper operation of the Perrine Road Booster Station that takes in water from Middlesex Water Company (MWC) and distributes the water to the Authority's Water Distribution system. The meter at Perrine Road Booster Station is connected to the SCADA system for management of the overall water demands and flows within the Township.

A new fiberglass venturi tube to replace the existing flow tube is available from Pumping Services, Inc. (PSI) through the North Jersey Wastewater Cooperative Pricing System (NJWCPS) managed by Passaic Valley Sewerage Commission of which we are a member. Pumping Services, Inc. (PSI) has a contract with the NJWCPS through Contract #B428-7, that includes the furnishing and delivery of instrumentation equipment, and for labor rates to install the instrumentation equipment. The price quote that the Authority received from PSI, SQ43814 dated December 10, 2024, in the amount of \$53,616.05 for the furnishing and installation of a new metering flow tube at Perrine Road Booster Station is in accordance with NJWCPS pricing.

Mr. Roy recommended that the Authority authorize the purchase and installation of a new fiberglass venturi metering flow tube from PSI of Middlesex, NJ in the amount of \$53,616.05 and in accordance with their price quote #SQ43814 and their NJWCPS Contract #B428-7.

A motion for authorization to purchase a new metering flow tube at the Perrine Road Booster Station from North Jersey Wastewater Cooperative Pricing System for \$53,616.05 was made by Mr. Walker and seconded by Dr. Greenberg.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Blair, Weber, Walker, Razzoli

Nays: None

Absent: None

5 Ayes 0 Nays 0 Absent

2. Purchase of Chlorine Metering Pumps from Rapid Pump & Meter Service Co., Inc. through a New Jersey Cooperative

Mr. Roy said that there is a need to purchase six new chlorine metering pumps to replace the six chlorine metering pumps at both the Old Bridge WTP and at the Perrine Road Booster Station. The chlorine metering pumps boost the chlorine residual levels in both the water received from Middlesex Water Company (MWC) and the water that is discharged to the Authority's water distribution system. The existing chlorine metering pumps have reached their useful life.

Rapid Pump & Meter Service Co., Inc. has a contract with the North Jersey Wastewater Cooperative Pricing System (NJWWCPS) through Contract #B414-18, that includes the furnishing and delivery of Instrumentation equipment of which we are a member. The price quote that the Authority received from Rapid Pump & Metering Service, dated September 20, 2024, in the amount of \$18,337.42 for six chlorine metering pumps are in accordance with the NJWWCPS pricing.

Mr. Roy recommended that the Authority authorize the purchase of six chlorine metering pumps from Rapid Pump & Metering Service Co. of Patterson, NJ in the amount of \$18,337.42 and in accordance with their price quote dated September 20, 2024, and their NJWWCPS Contract #B414-18.

A motion for a resolution for the authorization to purchase new chlorine pumps at the Old Bridge Water Treatment Plant and at Perrine Road Booster Station from Rapid Pump & Meter Service Co. through a contract with the North Jersey Wastewater Cooperative Pricing System for \$18,337.42 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, Walker, Razzoli

Nays: None

Absent: None

5 Ayes 0 Nays 0 Absent

3. OPRA Requirements Relating to Personal E-mail addresses

There will be a discussion on this issue under the Legal Report on the meeting agenda, that will possibly also be discussed in an Executive Session, which may be followed by a Board action.

Mr. Roy said that the next two items in his Executive Director's Report on Dedication Procedures of Municipal Facilities, and Remote Access Board Meeting Participation will be tabled until our January meeting.

4. Schedule of 2025 Board Meetings

Mr. Roy said that he has a schedule of Board Meetings for the year 2025. He asked if any Commissioners wanted to suggest changes to let him know before it is advertised in our official newspaper. The Schedule of Board Meetings will need to be approved at the next Board Meeting on January 15th. He said that the January 15th meeting will be down the hallway, Room 217 instead of this normal room location. Mr. Roy said that the Police are going to be occupying this room that day, so we must go into the Council Meeting Room, Room 217, Second Floor which is a little smaller room.

Dr. Greenberg said that she thinks that there will be enough room.

5. Holiday Luncheon at the OBMUA Maintenance Building

Mr. Roy announced that everyone at the meeting is welcome to join us after today's Board Meeting at the Authority's Maintenance Building next door for a Holiday Luncheon

Mr. Roy said that concludes his Executive Director's Report.

A motion was made by Dr. Greenberg to accept Mr. Roy's Executive

Director's Report. It was seconded by Mr. Blair.

The voice vote was as follows:

All Commissioners were in favor.

No Commissioners were opposed.

Engineering Reports: Michael Roy, P.E.

Reports Upon Developer's Applications for Approval

Mr. Roy said that there were none for this meeting.

Other Engineering Reports

1. Site Investigation at 143 Ticetown Road Property, Engineering Services to CME Associates

The site for the proposed new water treatment plant on Ticetown Road is currently before the courts under condemnation proceedings. The court has accepted our standing to proceed with the condemnation of the 143 Ticetown Road property, and the appraised value of the property has been posted to the courts.

We have officially taken control of the property and have installed a barrier on the Ticetown Road entry driveway to the property.

A preliminary Site Assessment Report by CME Associates in June of 2023, identified fifteen areas of concern (AOC) that may have some level of contamination. Any cost to the Authority of contamination clean-up should be deducted from the final cost of the property. Therefore, a more thorough Site Investigation is necessary at these fifteen AOCs that were previously identified to determine what the level of contamination is and the cost for any remedial action if it is necessary. Any estimated costs associated with contamination clean-up will be submitted to the court.

The Site Investigation will include electromagnetic, radio frequency and ground penetrating radar of the fifteen AOC to look for potential sources of contamination such as septic systems, underground fuel tanks and buried waste. Then next, both soil and water samples will be collected from found potential sources of contamination and will be tested for various contaminants such as hydrocarbons, volatile compounds, pesticides and metals. Finally, a report and opinion of the probable cost to clean up the found contamination on the property will be prepared and delivered to the Authority. This work is estimated to be completed in approximately ten weeks after authorization to proceed.

Mr. Roy said that we will then submit the report to the Court.

We have a proposal from CME Associates dated December 6, 2024, for engineering services to perform a Site Investigation at 143 Ticetown Road at a total estimated cost of \$63,593.00 and as shown on CME's "Cost Breakdown Summary".

1. Geophysical Survey (subsurface investigation) - \$5,378.00
2. Soil and Groundwater Testing and Investigation - \$32,583.00
3. Site Investigation Report - \$17,402.00
4. Opinion of Probable Clean-up Costs - \$8,230.00

The dollar amount of these estimated fees appears 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 shown in their "Cost Breakdown Summary" table, all in accordance with their Consulting Engineering Agreement dated February 7, 2024.

Mr. Roy recommended that CME Associates be authorized to proceed with the Engineering Services of the referenced project in accordance with their December 6, 2024, proposal and their February 7, 2024, Consulting Engineering Contract.

A motion for a resolution for a Site Investigation at 143 Ticetown Road Property, Engineering Services to be awarded to CME Associates was made by Mr. Casserly and seconded by Mr. Walker.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Blair, Weber, Walker, Razzoli

Nays: None

Absent: None

5 Ayes 0 Nays 0 Absent

Mr. Roy said that concludes all his Engineering Report.

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

There was no discussion.

All Commissioners were in favor.

No Commissioners were opposed.

Superintendent's
Report:

Wally Tier, Superintendent – Distribution – Water Division

Mr. Tier said that his report has been submitted, and he will answer any questions.

There were no questions.

A motion to accept Mr. Tier's Superintendent's Report was made by Mr. Casserly.

There was no discussion.

The voice vote was as follows:

All Commissioners were in favor.

No Commissioners were opposed.

Superintendent's
Report:

Ray Totten, Superintendent – Treatment – Water Division

Mr. Totten said that his report has been submitted, and he will answer any questions.

There were no questions.

A motion to accept Mr. Totten's Superintendent's Report 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.

Superintendent's
Report:

Walter E. Gillins, Superintendent – Sewer Division

Mr. Gillins said that his report has been submitted, and he will answer any questions.

There were no questions.

A motion to accept Mr. Gillins' Superintendent's Report was made by Dr. Greenberg and seconded by Mr. Blair.

There was no discussion.

The voice vote was as follows:

All Commissioners were in favor.

No Commissioners were opposed.

Financial Report:

Michelle Smith, Comptroller

Mrs. Smith said that she is requesting four (4) resolutions for policy renewals for the new year. She said that the first one is our Workers' Compensation Policy, and Chris Volk, our Insurance Agent, from Volk Insurance is here to discuss it.

Mr. Chris Volk first commented about the notification process for our water main breaks. He said that he had some experience with something called Alert Media. The user signs up for it and gets text messages. Mr. Roy said that we are open to any options, but it is getting people to sign up, that is the real issue. Chairman Razzoli said we already have methods, but people have to sign up.

1. Renewal of Workers' Compensation Policy with Selective Insurance Company

Mr. Volk passed out a printout for the Board to review the Workers' Compensation Policy.

Mr. Volk said that we have a renewal of the Workers' Compensation Policy on January 1, 2025. He said last year it was a price of \$166,578. Mr. Volk said this year it is for a price of \$154,000. The experience

modification has decreased from 1.049 to 0.962, which is a good thing. He said that there was an uptake in some claims this year. Mr. Volk said that the claims have been frequent, but not severe. He said, hopefully, none of those frequencies will become severe. Mr. Volk said that the rates are down as well from last year to this year.

A motion was made by Dr. Greenberg and seconded by Mr. Casserly to sign a contract with Selective Insurance Company for the Workers' Compensation Policy in the amount of \$154,672.00.

There was no discussion.

The roll call vote was as follows:

| | | |
|---------|--|----------|
| Ayes: | Greenberg, Blair, Weber, Walker, Razzoli | |
| Nays: | None | |
| Absent: | None | |
| 5 Ayes | 0 Nays | 0 Absent |

2. Renewal of Total Care Agreement with LookFirst Technology

Mrs. Smith said that our next renewal is for our computer hardware and operating system maintenance and support for the billing system and office computers with LookFirst Technology for \$20,685, which is the same rate as the expiring policy.

A motion to adopt a resolution for the Renewal of Total Care Agreement with LookFirst Technology for \$20,685 was made by Mr. Casserly and seconded by Mr. Walker.

There was no discussion.

The roll call vote was as follows:

| | |
|---------|--|
| Ayes: | Greenberg, Blair, Weber, Walker, Razzoli |
| Nays: | None |
| Absent: | None |

5 Ayes 0 Nays 0 Absent

3. Renewal of the Administrative Services Agreement with Insurance Design Administrators

Mrs. Smith said that her last two resolution requests concern our Health Insurance. She said that the Administrative Services Agreement with Insurance Design Administrator (IDA) for the Medical and Prescription Benefits are at the same price as last year.

Mrs. Smith said that the other resolution is for our Health Insurance Stop Loss Policy. She said that she received an updated quote from U.S. Fire Insurance Company yesterday that is more favorable to us. The sheet that she included in her written report is no longer valid. She said that after discussing this issue with our Insurance Agent, we decided that the incumbent carrier which is ATS/US Fire Insurance Company has the best proposal. She said that by using the current enrollment numbers, the cost proposal is \$904,255 which is a decrease of 2.4% over the existing policy.

She said that this proposal keeps the specific deductible the same at \$70,000 and lasers four members. She said that overall, including the project claims, it is going to be about a 6% increase, which is still pretty good. Mrs. Smith said that as a comparison, the State Health Plan that we are not a part of went up 17%.

Attorney Jacobs said that a motion is needed for a resolution for the renewal of the administrative services agreement with Insurance Design Administrators in accordance with Michelle Smith's recommendation.

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, Walker, Razzoli

Nays: None

Absent: None

5 Ayes 0 Nays 0 Absent

4. **Renewal of the Health Insurance Stop Loss Policy with ATS/US Fire Insurance Company**

Attorney Jacobs said that a motion is needed for the renewal of the Stop Loss Policy with ATS/US Fire Insurance Company upon the recommendation of Mrs. Smith.

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

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Blair, Weber, Walker, Razzoli

Nays: None

Absent: None

5 Ayes 0 Nays 0 Absent

A motion to accept Mrs. Smith's Financial Report 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.

Bills & Claims: Dr. Greenberg said the Bills & Claims this month are for total of \$3,220,262.68.

A motion to approve the Bills & Claims in the amount of \$3,220,262.68 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, Walker, Razzoli

Nays: None
Absent: None
5 Ayes 0 Nays 0 Absent

Legal Report: Mitch Jacobs, Esq.

Attorney Jacobs said that he does not have a Legal Report, but we are going into Executive Session to discuss Attorney/Client Communications Privilege with respect to the Open Public Records Requirements.

Old Business: There was no Old Business.

New Business: There was no New Business.

Open to Public: Chairman Razzoli opened the meeting to the public. He said it is limited to a maximum period of three minutes per person.

Seeing no hands, Chairman Razzoli asked for a motion to close the public portion.

A motion was made by Dr. Greenberg and second by Mr. Weber.

The roll call vote was as follows:

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

Executive Session: Attorney Jacobs said that the Board is going into an Executive Session to discuss Attorney/Client Privilege information which is allowed under the Open Public Meetings Act. We will probably be in for no more than ten to fifteen minutes, after which time, we will come out of the Executive Session, and we do not expect to take any action.

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

The roll call vote was as follows:

Ayes: Greenberg, Blair, Weber, Walker, Razzoli

Nays: None

Absent: None

5 Ayes 0 Nays 0 Absent

The Board went into Executive Session at 11:41 a.m.

Resumption of
Executive Session:

The Board returned to the public session at 11:47 a.m.

Adjournment:

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

The roll call vote was as follows:

Ayes: Greenberg, Blair, Weber, Walker, Razzoli

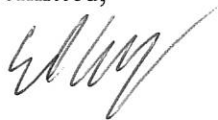
Nays: None

Absent: None

5 Ayes 0 Nays 0 Absent

The meeting was adjourned at 11:48 a.m.

Respectfully submitted,



Edward Casserly, Secretary