

**OLD BRIDGE MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING
JANUARY 15, 2025**

Call to Order: The Regular Meeting of January 15, 2025, was called to order at 11:00 a.m. 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
Frank Weber, Commissioner
Perry Simone, Second Alt. Commissioner

Absent:

Bruce Walker, Commissioner

Also Present:

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

Previous Minutes: There were none.

Chairman's Report: Mark Razzoli, Chairman

Chairman Razzoli said that he does not have a report.

Executive Director's
Report:

Michael Roy, P.E.

Status of Various Projects

Mr. Roy said that as he previously reported in December, the construction of the Disbrow Road Water Storage Tank is well underway. The Contractor has the bottom portion of the ball for the water storage completed. He said that not a whole lot has been done the last three weeks because of the holiday and some because of the high winds. He said that the steel construction of the water tank is expected to be completed by the Spring, then painted and ready for the summer.

Mr. Roy said that the repair of the collapsed 24" Trunk Sewer near Birch Street collapsed because of a portion of the pipe had corroded and fell apart so all the soil above it collapsed. Mr. Roy said that repair work has now been completed, and later on in this meeting there will be a request for action on a change order to close out the project. He said that work by Vortex has been completed, and the sewer relining work that they are doing on Van Ethel Drive and Edgar Road in the Leone Park section will also be completed soon as well. Mr. Roy said that the Slope Stabilization Project at Lakeridge Development that was awarded to Brennan Brothers Contracting of Old Bridge is scheduled to begin tomorrow and should be done in about a week. He said that will stabilize the slope behind the home where the soil slid onto our sewer easement.

Mr. Roy said that the replacement of the water main on Millburn Court that was awarded to Kiely Civil, LLC has now been completed. The new PVC "8" water main has been installed in Millburn Court, and the old DIP 8" water main that broke numerous times is now retired from service.

Solicitation of Professional Qualifications for 2025 to 2026

Mr. Roy said that the Professional Qualifications for 2025 to 2026 will be received by January 22, 2025. He said that the Qualifications for our Professionals will then be considered at the Reorganization Meeting based on a recommendation from the Qualifications Committee which usually consisted of the Chairman, the Treasurer, the Executive Director, Financial Officer, and the Authority Engineer. Mr. Roy said that because he is wearing two hats, Guy Donatelli could be the fifth person on this Committee to help review them and make the recommendations. The Qualifications Committee will report to the Board for consideration at our Reorganization Meeting.

Upgrade of the Water Division Supervisory Control and Data Acquisition (SCADA) Virtual Terminal (VT) Software through a New Jersey Cooperative

Mr. Roy said that we have a need for a software upgrade of the Water Division SCADA System. This computer SCADA system monitors and controls the water demands, flows, and pressures throughout the Old Bridge MUA water distribution system. The existing computer VT SCADA software is eight years old and has become obsolete.

Mr. Roy said that we have a price quote from Pumping Services, Inc. (PSI) dated September 6, 2024, for a new VT SCADA software in the amount of \$31,076.00 and includes the North Jersey Wastewater Cooperative Pricing (NJWWCP) discount under Pumping Services, Inc.'s Contract No. B414-17.

Mr. Roy said that he recommends that the Authority authorize the purchase of new VT Software from PSI in the amount of their September 6, 2024, price quote and in accordance with their NJWWCP Contract #B414-17.

A motion to adopt this Resolution 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, Razzoli

Nays: None

Absent: Walker

5 Ayes 0 Nays 1 Absent

Purchase of Water Meters from Rio Supply through a New Jersey Cooperative

Mr. Roy said that we have a need to purchase 500 water-meter reading equipment units for use both with new construction and with old meters in need of replacement in the homes of residents and businesses.

Mr. Roy said that Rio Supply gave us a price quote #18579 dated December 23, 2024, for these water-meter reading equipment units at a

\$152.00 for each unit or \$76,000.00, through the North Jersey Wastewater Cooperative Pricing (NJWWCP) cooperative under Contract No. B365A-4.

Mr. Roy said that he recommends that we purchase these 500 water-meter reading equipment units from Rio Supply in accordance with their December 23, 2024, price quote, and in accordance with their Contract No. B365A-4.

Chairman Razzoli asked for a motion.

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, Weber, Casserly

Nays: None

Absent: Walker

5 Ayes 0 Nays 1 Absent

Schedule of 2025 Board Meetings

Mr. Roy said that he has attached to his report a schedule of the proposed 2025 Board Meetings that need to get approved for publishing at this meeting. If there are any objections to the dates that we selected, please let us know so that we can have this advertised and published in accordance with our requirements.

Dr. Greenberg said that the August date may be a problem for her.

Mr. Roy said that we could change it.

Attorney Jacobs said that if we have a quorum at that time, you will not need to be here.

A motion to approve the Schedule of 2025 Board Meetings was made by Dr. Greenberg and seconded by Mr. Casserly.

The roll call vote was as follows:

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

Engineering Reports: Michael Roy, P.E.

Report Upon Developer's Applications for Approval

Mr. Roy said that there were no developer applications for consideration.

Other Engineering Reports

1. Good Shepherd Lutheran Child Care Fire Line – Water Performance Guarantee Release

Mr. Roy said that the applicant put in a fire service line for a Fire Suppression System to service a school room. He said that the testing and installation of it is complete and satisfactory. Mr. Roy said that the as-builts have been provided, and we did not need to put in a water meter since it was for a fire suppression system. Mr. Roy said that the on-site improvements will remain privately owned. He said that there is a small amount of credit in the escrow account as of now. Mr. Roy said that they have over \$2,000 of a cash bond.

Mr. Roy said that he recommends conditional release of their Water Performance Guarantees that consist of a Surety Bond, and a Cash Bond conditioned upon them paying any water escrow shortfalls that occur during the close-out of this project. He said that the release is also conditioned upon the fire line remaining privately owned and not maintained by the Authority. Mr. Roy said that with those two conditions, he recommends the Release of the Water Performance Guarantees.

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, Razzoli

Nays: None

Absent: Walker

5 Ayes 0 Nays 1 Absent

2. Birch Street 24” Trunk Sewer Rehabilitation - Final Quantities Change Order No. 1 to Vortex Inc.

Mr. Roy said that the Birch Street 24” Trunk Sewer Rehabilitation Final Quantities Change Order No. 1 to Vortex Inc. is for an additional \$900 which is 1.3% increase from the original contact of \$68,950.00.

Mr. Roy said that there was a lot of flow going through this 24” Sanitary Trunk Sewer. He said that in the field, they changed the bypass pumping scheme which required additional work, but not much setting up. He said that there was an offset of cost for extra equipment, but less labor. Mr. Roy said that resulted in a \$900.00 increase, but they successfully completed that lining repair, and now our Trunk Sewer pipe is restored. He said that we can now fill in the sink hole.

Mr. Roy said that he recommends that we issue this Change Order No. 1 to Vortex Inc. in the amount of \$900.00, which is a 1.3% increase. It changes the original contract from \$68,950.00 to a new contract amount of \$69,850.00.

Chairman Razzoli asked for a motion.

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, Razzoli

Nays: None

Absent: Walker

5 Ayes 0 Nays 1 Absent

Chairman Razzoli said that a motion is needed to approve the Executive Director's Report and Engineering Reports.

A motion to approve the Executive Director'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.

A motion to approve Mr. Roy's Engineering Reports 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.

Superintendent's
Report:

Wally Tier, Superintendent – Distribution – Water Division

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

Chairman Razzoli asked for a motion to accept Mr. Tier's Report.

Dr. Greenberg asked if there were any calls from residents this month.

Mr. Tier said yes, there were seven of them on work orders.

A motion to accept Mr. Tier'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.

Superintendent's
Report:

Ray Totten, Superintendent, Treatment – Water Division

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

There were none.

A motion to accept Mr. Totten's report was made by Mr. Blair and seconded by Mr. Casserly.

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 the he submitted his report and asked if anyone had questions.

There were none.

A motion to accept Mr. Gillins' 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.

Financial Report: Michelle Smith, Comptroller

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

Mrs. Smith said that the first item for action is the renewing of our Cyber Liability Insurance Policy. CFC is the company that we currently have, and they came in with the best price of \$20,575, which is the same annual premium as the expiring policy. She said that there is no increase in costs, and she recommends renewing our policy with CFC.

Chairman Razzoli asked for a motion.

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, Razzoli

Nays: None

Absent: Walker

5 Ayes 0 Nays 0 Absent

2. Amended Budget Resolution for Fiscal Year May 31, 2025

Mrs. Smith said the next item for action is an Amended Budget Resolution for Fiscal Year 2025. She said that there is only one item that is changing in this resolution. Mrs. Smith said that the Water Storage Tank has a budget of \$4,500,000 and another \$4,000,000 planned in the next fiscal year. She said that since much of this will be completed in the current fiscal year, that is the change to the budget. Mrs. Smith said that since it is a significant amount, she must do an Amended Budget Resolution and send it to the State DCA. The additional \$4,000,000 will be funded from Unrestricted Net Assets funds.

Attorney Jacobs said that this is a resolution to Adopt the Amended Budget Resolution.

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, Razzoli

Nays: None

Absent: Walker

5 Ayes 0 Nays 1 Absent

Attorney Jacobs asked Michelle if the Amended Budget Resolution requires an Affidavit to be signed by each of the Commissioners.

Mrs. Smith said no, it is being done for the Audit.

A motion to accept the Financial Report was made by Mr. Casserly and seconded by Mr. Blair.

The voice vote was as follows:

All Commissioners were in favor.

No Commissioners were opposed.

Bills & Claims: Dr. Greenberg said the Bills and Claims for this month for a total of \$2,718,920.63.

A motion to approve the Bills and Claims in the amount of \$2,718,920.63 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, Razzoli

Nays: None

Absent: Walker

5 Ayes 0 Nays 1 Absent

Legal Report: Mitchell B. Jacobs, Esq.

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

Old Business: There was no Old Business.

New Business: There was no New Business.

Open to Public: Chairman Razzoli said that the public portion is limited to a Maximum Period of Three Minutes per person.

There was no public that wished to speak.

Chairman Razzoli asked for a motion to close the public portion.

A motion was made by Mr. Casserly.

It was seconded by Mr. Blair.

The roll call vote was as follows:

Ayes: Greenberg, Blair, Weber, Casserly, Razzoli

Nays: None

Absent: Walker

5 Ayes 0 Nays 1 Absent

Executive Session: There was no Executive Session.

Adjournment: Attorney Jacobs said that we need a motion to close the meeting.

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

The roll call vote was as follows:

Ayes: Greenberg, Blair, Weber, Casserly, Razzoli

Nays: None

Absent: Walker

5 Ayes 0 Nays 1 Absent

The meeting was adjourned at 11:16 a.m.

Respectfully submitted,



Edward Casserly, Secretary