

**OLD BRIDGE MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING
SEPTEMBER 17, 2025**

Call to Order: The Regular Meeting of September 17, 2025, was called to order at 11:00 a.m. with the Pledge of Allegiance.

Announcement: Chairman Blair announced that this meeting is being held in conformance with the Open Public Meetings Act. Notice has been published in the Asbury Park Press on January 19, 2025, and in the Home News Tribune on January 19, 2025. 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:

James Blair, Chairman
Frank Weber, Vice Chairman
Anita Greenberg, Treasurer
Mark Razzoli, Commissioner
Edward Casserly, Secretary
Perry Simone, Commissioner

Absent:

Bruce Walker, Commissioner

Also Present:

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

Previous Minutes: **Regular Meeting – August 20, 2025**

A motion to approve the Regular Meeting Minutes of May 21, 2025, was made by Chairman Blair and seconded by Dr. Greenberg.

The voice vote was as follows:

All Commissioners present were in favor.

No Commissioners present were opposed.

Chairman's Report: James Blair, Chairman

Chairman Blair said that he does not have a report at this time.

Executive Director's
Report:

Michael Roy, P.E.

Mr. Roy said that the Disbrow Road Elevated Water Storage Tank is now in service. We are currently operating the water levels through a surrogate pressure station on Village Drive until the electrical work can be completed on-site and a water level sensor can be connected into our SCADA computer system. He said the work is proceeding.

Mr. Roy said as previously reported, additional work is now needed with the Laurence Harbor Water Service Replacement project on Woodbine Avenue to eliminate a newly found 4" galvanized water line in the street. That work is now underway. A change order may be necessary to complete this work. Our investigations into the type of water service material on the customer side for the replacement of galvanized water services in Laurence Harbor and Cliffwood Beach is ongoing and the result shows that out of 55 residents, 2 were found to be galvanized pipes and the rest of the old water services were replaced since the original construction. After we investigate all of the home's water service material, we will put a contract or contracts out to bid to replace the galvanized water services in accordance with the State Law of 2021.

Annual Contract for the Furnishing and Delivery of Sodium Hypochlorite Chemical for the Water Division,
Contract No. W25-243

We need to advertise a goods and services contract for public bids to purchase sodium hypochlorite (chlorine) chemical for water treatment of our groundwater. The chlorine is a requirement of the NJDEP for the disinfection of drinking water. This current contract will expire at the end of October and has already been extended for an additional two years and can no longer be extended. We are now required by law to advertise public bids to solicit a new annual contract, and we need a resolution to authorize this advertisement from the Board of Commissioners.

We intend to prepare the Contract Documents in-house and submit them to Mr. Jacobs's office for his review and approval to have a bid opening date scheduled for presentation to the Commissioners to award this Goods and Services Contract at a future Board Meeting.

Chairman Blair asked for a motion and a second for a resolution to authorize the advertisement of a Goods and Services Contract for Public bids to Purchase Sodium Hypochlorite for the Water Division, as per Mr. Roy's comments.

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, Razzoli, Weber, Casserly, Blair

Nays: None

Absent: Walker

5 Ayes 0 Nays 1 Absent

Redevelopment of Well No. 4

We need to advertise a service contract for public bids to perform our annual well maintenance work, subject to Attorney review of the Contract Documents. Well No. 4 needs to be redeveloped next in the order of our rotation.

We intend to prepare the Contract Documents in-house and submit them to Mr. Jacobs's office for his review and approval to have a bid opening date scheduled for presentation to the Commissioners to award this service contract at a future Board Meeting.

Chairman Blair asked for a motion and a second to advertise for a Service Contract for the Redevelopment of Well No. 4, as per Mr. Roy'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, Razzoli, Weber, Casserly, Blair

Nays: None

Absent: Walker

5 Ayes 0 Nays 1 Absent

Middlesex Water Company (MWC) Rate Increase

The process of opposing the recently proposed MWC rate increase is currently underway. Our Rate Expert, Raftelis, is reviewing the documents and EXCEL spreadsheets looking for errors and misplaced assumptions as well as costs that have been unfairly shifted to the South River Basin that includes Old Bridge MUA and Marlboro Township.

Mr. Roy said that we had a virtual meeting on Monday that Michelle Smith also joined in to get a status of where we were at. Our Rate Expert said that there is not going to be a lot to find this time around. He said that it seems like we scared Middlesex Water Company. He said that they hired a high powered rate expert firm that usually works with the energy sector to work on their rates. Mr. Roy said that the electrical power industry is much more complicated than ours. He said that the level of sophistication in their computer spreadsheet is a lot more than what was used before. Big glaring errors that we were finding before are now not there. He asked Michelle Smith what the size of the rate increase was that MWC was asking for.

Michelle Smith said 19.6%.

Mr. Roy said so, they are looking for 20%. He said that the expectation is that we will hopefully get the rate increase down to a single digit increase. Mr. Roy said that it is not scheduled for this year. It will be adopted in 2026. Mr. Roy said that we put the pressure on them, so they came up with a high-priced rate analysis firm. This firm put together a computer program that our Consultant, Raftelis says would be something that they would do. It is highly sophisticated. Mr. Roy said that a lot of the inflation from the past years has finally caught up and gone into rates all over the State and also in other States now that inflation has worked itself into the cost of service. Mr. Roy said that we will do the best we can but bringing it down from 30% to 4% like we did in the past was a heroic move that we were able to accomplish, but it is not something that is likely going to happen this time around. He said that we will do the best we can to hammer them down to a single digit.

Attorney Jacobs said that all the ratepayers of Middlesex Water Company can thank Old Bridge and Marlboro for fighting the fight for them.

Mr. Roy said that we are going to keep putting the pressure on them, so that they know we are here.

Mr. Weber asked if we can hire this firm that Middlesex hired to get some money back?

Mr. Roy said no, past settlements are done. Once you settle a case, that is it.

Attorney Jacobs said that our expert is just as good as their expert. He said that MWC's philosophy in the past was that whoever was helping us as professionals, MWC would try to hire them. He said that they wised up and hired a solid company, so there isn't going to be as much room during this protest as there was the last time to get a huge reduction.

Mr. Roy said our goal is to get it down to a single digit increase.

Mr. Roy said that this is a quick update on the MWC rate increase, and as we get more information, we will provide it to the Commissioners.

New Jersey State Equal Employment Opportunity (EEO) Audit

Mr. Roy said that he and Michelle had an audit from the Attorney General's Office. The Old Bridge MUA was visited by the EEO office of the Attorney General's Office to conduct an audit of our contracts over the last three years. We passed the audit with flying colors and was told by the investigator that we did excellent. Out of 57 items spot checked over the three-year period, only one item had some missing information. We were allowed to have 10% items with missing information to fail the audit, so we could only have five items with missing information, and we only had one.

Mr. Roy said he attached a letter to his report saying that we are good to go. He said that we keep all our paperwork, and Michelle showed up with all the information from the professionals.

Mr. Roy said that one of the representatives actually said before he left my office that it was the cleanest audit he had ever seen.

New Jersey Water Environment Association (NJWEA) AWARD

A copy of the write-up from the Association's publication, New Jersey EFFLUENTS, of the award that we received in May from the NJWEA is attached to this report. The award is presented annually to recognize organizations for their outstanding support to enhance the training and

continuing education of licensed professionals within the State of New Jersey. The Old Bridge MUA does a good job of that, and it does not go unnoticed at the State Association level.

Mr. Roy said that this picture was taken of us and put in their publication called Effluence.

Old Bridge Day

On Saturday, September 20th, the Township will celebrate OLD BRIDGE DAY. The Authority will again have a presence at the event. We encourage everyone to come out and enjoy the day, view our creative displays, and receive educational materials.

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

Chairman Blair asked if anyone had questions on it?

There were none.

A motion to accept Mr. Roy's Executive Director's Report was made by Mr. Weber and seconded by Dr. Greenberg.

The voice vote was as follows:

All Commissioners were in favor.

No Commissioners were opposed.

Engineering Reports: Michael Roy, P.E.

REPORT ON DEVELOPER'S APPLICATIONS FOR APPROVAL

403 Ticetown Subdivision/403 Ticetown, LLC W24-730, Preliminary Water and S24-610, Preliminary Sewer 6 Single Family Homes

Mr. Roy said that this applicant's project is located on Ticetown Road between Higgins Road and Westley Road and consists of the construction of approximately 630 LF of eight-inch water main with fire hydrants to service two of the proposed six single-family homes by connecting into the existing water main on Ticetown Road. Three proposed single-family homes will connect into the existing water main in Ticetown Road, and

one proposed single-family home will connect into the existing water main in Higgins Road. The remaining two proposed homes will be located on a newly constructed cul-de-sac.

Mr. Roy said that it consists of the construction of approximately 900 LF of eight-inch PVC to service six single-family homes through a proposed sanitary sewer utility easement connecting into the existing eight-inch PVC sewer main on Higgins Road.

Mr. Roy said this gives them the approval that we can service them for water and sewer. If they do not get Township approval in a year, it expires.

Mr. Roy said that he recommends Preliminary Water and Sewer approvals.

Attorney Jacobs said that a motion is needed for Preliminary Water Approval for 403 Ticetown Subdivision/403 Ticetown, LLC, Water Application W24-730, subject to the comments and the four conditions set forth in Mr. Roy's Engineering Report of September 12, 2025.

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

There was no discussion.

The roll call vote was as follows:

Ayes:	Razzoli, Weber, Casserly, Blair
Nays:	None
Abstain:	Greenberg
Absent:	Walker
4 Ayes	0 Nays
1 Abstention	1 Absent

Attorney Jacobs said that a motion is needed for Preliminary Sewer Approval for 403 Ticetown Subdivision/403 Ticetown, LLC, Sewer Application S24-610, subject to the Comments and conditions set forth in Mr. Roy's Engineering Report of September 12, 2025.

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

There was no discussion.

The roll call vote was as follows:

Ayes: Razzoli, Weber, Casserly, Blair

Nays: None

Abstain: Greenberg

Absent: Waker

4 Ayes 0 Nays 1 Abstention 1 Absent

Ross Dress for Less Clothing Store/Brixmore Old Bridge, LLC

Mr. Roy said that this is located in the Old Bridge Gateway Shopping Center, in place of the former Robert Wood Johnson Fitness and Wellness Center ("RWJ") and owned by the Brixmore Group and consists of the construction of four-inch (4") lateral for connection into the existing private eight-inch (8") sewer main to service a 21,949 SF Ross Dress For Less clothing store in a portion of the space of the former RWJ facility. The remaining 17,180 SF space will be a future retail store (to be determined) and will utilize the existing sanitary sewer lateral.

Mr. Roy said that the water interior plumbing can be extended to the separated space, so a new water connection application is not necessary. He said that there is one sewer connection that is going to be used by the future retail store.

He said that Ross needs a new connection into the sewer for the separated space in the front, and the future retail will be using the existing sewer lateral.

Mr. Roy said that he reviewed and is recommending Minor Sewer Approval for this applicant.

Attorney Jacobs said that a motion is needed for resolution for Sewer Application S25-615, Minor Sewer, for Ross Dress for Less Clothing Store/Brixmore subject to the comments and ten (10) conditions in Mr. Roy's Engineering Report of September 12, 2025.

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, Razzoli, Weber, Casserly, Blair

Nays: None

Absent: Walker

5 Ayes 0 Nays 1 Absent

OTHER ENGINEERING REPORTS

1. Laurence Harbor Water Services Replacement-Additional Engineering Services During Construction to CME Associates

Mr. Roy said as reported to the Commissioners, that during the course of the work, in order to replace the galvanized water mains in the streets of Laurence Harbor, other areas that were previously unknown to us to have contained galvanized water pipe was discovered to in fact have undersized galvanized water pipe in the street. This resulted in additional work to replace this galvanize pipe in the streets under this contract by Kiely Civil and added an additional nine months to the contract time. This then resulted in additional engineering services during the construction, inspection, and coordination with the NJ I-BANK loan program.

The Authority originally authorized the Engineering Services During Construction (ESDC) for the original scope of work. At the time, that CME authorization did not include inspection costs since we were able to carry over the previous authorization for inspection from the Lucas Brothers contract that the Authority rejected and re-advertised for public bids. Those previous authorizations have now been exhausted, and Mr. Roy requested authorization of the proposal from CME Associates dated September 5, 2025, for additional ESDC, including some additional Inspection Services in the amount of approximately \$206,000 broken down as follows:

Mr. Roy said that the Engineering Services During Construction and NJ I-BANK Coordination of additional scope of work is \$128,400, and the additional scope of work for Inspection is \$ 77,600.

Based on the actual construction cost of the three point two million dollar (\$3.2 M) Laurence Harbor Water Service Replacement project, the total amount of ESDC and Inspection cost of \$429,000 is a reasonable 13.4% of

the actual construction cost. (\$162,000 of Inspection was left over from the Lucas Brothers contract plus \$77,600 of Inspection under this authorization request, and the \$61,000 of ESDC from the first Kiely Civil authorization plus \$128,400 of additional ESDC under this authorization request totals \$429,000.)

The engineering 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 5, 2025. The financing for this project will be from the NJ-I BANK.

Mr. Roy recommended that CME Associates be authorized to proceed with the engineering services in order to cover the cost of the additional work and to close out the referenced project in accordance with their September 5, 2025, proposal and their February 5, 2025, Consulting Engineer Agreement.

Attorney Jacobs said that a motion is needed for a resolution authorizing CME Associates to proceed with the Engineering Services to cover the cost of the additional work to close out the reference project in accordance with their September 5, 2025, Proposal and their February 5, 2025, Consulting Engineer Agreement in the amount of \$206,081 for the Laurence Harbor Water Services Replacement Project in accordance with the recommendation of Mr. Roy.

A motion was made by Chairman Blair and seconded by Mr. Casserly.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Razzoli, Weber, Casserly, Blair

Nays: None

Absent: Walker

5 Ayes 0 Nays 1 Absent

2. Gasoline and Diesel Fuel Contract No. F25-240, Reject Bids and Readvertise for Public Bids

Mr. Roy said that sealed bids were opened for the referenced annual contract and read aloud on September 3, 2025, at 2:00 P.M. at the Authority's office. The four bidders that submitted bids for the referenced unit price contract, were National Fuel Oil, Inc., Rachles/Michelle's Oil, Petroleum Traders, Corp., and Taylor Oil Company.

Sealed bids were opened for the referenced annual contract and read aloud on September 3, 2025, at 2:00 P.M. at the Authority's office. The four bidders that submitted bids for the referenced unit price contract, were National Fuel Oil, Inc., Rachles/Michelle's Oil, Petroleum Traders, Corp., and Taylor Oil Company.

Upon review of the bid packages and prices that were submitted, there was an inconsistency with the wholesale prices used by the bidders due to a lack of clarity in the technical specifications. Additionally, an addendum was issued before the bid opening date that was mistakenly not sent to one of the bidders. The NJ State procurement laws allow for the rejection of bids if the contract is to be "significantly revised". The technical specifications must be significantly revised to clarify the correct wholesale price for the bidders to be used in their bids.

Mr. Roy recommended rejecting all bids and readvertising this annual contract for public bids. The staff will revise the technical specifications to both clarify the wholesale prices to be used with the bid prices and will also incorporate the addendum language into the technical specifications.

Mr. Roy said that we will take new bids in November, and award it at the November Meeting.

Chairman Blair asked for a motion for Gasoline and Diesel Fuel, Contract No. F25-240, to reject the bids and readvertise for Public Bids.

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

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Razzoli, Weber, Casserly, Blair

Nays: None

Absent: Walker

5 Ayes 0 Nays 1 Absent

3. Electrical Services 2-Year Contract Extension – Quality Electric

Mr. said that we are allowed by law of either a two-year contract extension or two one-year extensions depending on what the vendor agrees to.

Quality Electric is our vendor, and they agreed to a two-year contract extension based on the Index Rate. He said that the published State Index Rate is two percent, so it is only a one percent increase each year.

Mr. Roy said that this is our current vendor, and we are getting a two-year contract out of them for very little increase in cost.

Mr. Roy said that he recommends extending this contract for two years. It will expire in 2027, and at that time it will be required to be readvertised.

Chairman Blair said that a motion is needed for a resolution for Electrical Services – 2-Year Contract Extension with Quality Electric, as per Mr. Roy’s recommendation.

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

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Razzoli, Weber, Casserly, Blair

Nays: None

Absent: Walker

5 Ayes 0 Nays 1 Absent

4. Laboratory Testing of Drinking Water – 2-Year Contract Extension – Garden State Labs

Garden State Laboratories, Inc. has also agreed to a two-year contract extension of their contract of testing our drinking water.

Mr. Roy recommended a two-year contract extension, with a price adjustment based on the recently published State “Index Rate” of two percent to Garden State Laboratories, Inc., Hillside, NJ. It will expire in 2027, and at that time it will be required to be readvertised.

Chairman Blair said a motion is needed for a resolution for Laboratory Testing of Drinking Water – 2-Year Contract Extension Garden State Labs, as per Mike Roy’s recommendation.

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 Razzoli, Weber, Casserly, Blair

Nays: None

Absent: Walker

5 Ayes 0 Nays 1 Absent

5. Bulk Hydrated Lime – 1 Year Contract Extension – Greer Lime Company

Mr. Roy said that bulk hydrated lime is used at our Old Bridge Plant. We store it in a lime silo, and the lime is used to adjust the PH of the water for our treatment purposes.

Greer has agreed to a one-year contract extension at the 2%.

Mr. Roy said that he recommends the one-year contract extension at the 2% Index Rate. He said this contract will expire next year and can be considered for an additional one-year extension at that time.

Chairman Blair said a motion is needed to award the contract for Bulk Hydrated Lime – One-Year Extension to Greer Lime Company, as per Mr. Roy's recommendation.

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

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Razzoli, Weber, Casserly, Blair

Nays: None

Absent: Walker

5 Ayes 0 Nays 1 Absent

Mr. Roy said that concludes his other Engineering reports.

Chairman Blair said that a motion is needed to accept Mr. Roy's report.

A motion 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

Attorney Jacobs said Mr. Tier's Report is in the package.

Chairman Blair asked if there were any questions?

There were no questions.

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 that his report was submitted and he is available to answer any questions.

Chairman Blair asked if anyone had questions?

There were none.

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

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. He asked if anyone had questions.

There were none.

A motion to accept Mr. Gillins' Report was made by Mr. Razzoli 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

Mrs. Smith said that attached to her report were the Revenue and Expense Reports ended August 31, 2025, along with projected figures through the year-end on May 31, 2026. She said that while it is still early in the fiscal year, current projections indicate that revenues for both the Water and Sewer Divisions are expected to exceed budget by approximately 1% for the full year. On the expenses side, the Water Division is projected to finish the year 4.7% under budget, while the Sewer Division is expected to be 2.7% under budget for the year.

Mr. Smith said that her other item in her Financial Report is that our Annual Financial Report for Fiscal Year 2025 is currently in the final stage of review by our auditors. As required by State Statute, it will be submitted to the State by the end of September 30th deadline. She said that she expects the Annual Report to be presented for review, discussion, and acceptance at our October 15, 2025, Board Meeting.

Chairman Blair asked for a motion to accept Mr. Smith's Financial Report.

A motion 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.

Bills & Claims: Dr. Greenberg said the Bills & Claims are for a total of \$2,454,343.92.

Chairman Blair asked if anyone had any questions?

There were none.

Chairman Blair asked for a motion and a second to approve the Bill & Claims.

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

The roll call vote was as follows:

Ayes: Greenberg, Razzoli, Weber, Casserly, Blair

Nays: None

Absent: Walker

5 Ayes 0 Nays 1 Absent

Legal Report: Mitchell B. Jacobs, Esq.
Attorney Jacobs said that there is no Legal Report. He said that we are going into Executive Session when we get to No. 18 on the agenda.

Old Business: None

New Business: None

Open to Public: Chairman Blair opened the meeting to the public. He said it is Limited to a Maximum Period of Three Minutes per Person.

Seeing no public, Chairman Blair closed the public portion.

Executive Session: Attorney Jacobs said we have one matter that we are going to be discussing in Executive Session. He said the Open Public Meetings Act allows nine different topics to be discussed in Executive Session. Attorney Jacobs said one of those is Attorney/Client advice and information which is what we will be doing in closed session in regard to a personnel matter. We expect to be in closed session probably for about fifteen to twenty minutes. We will not be taking any action when we come out. You are free to stay if you want; and when we come back into open session, we will most likely just adjourn. He would request that the only people in attendance for the Executive Session are the Commissioners, Ronnie, Michelle Smith and Mr. Roy everyone else needs to be out of the room since it is a personnel matter.

A motion to go into Executive Session was made by Mr. Weber and seconded by Chairman Blair.

The Board went into Executive Session at 11:40 a.m.

Resumption of
Open Session:

The Board returned to open session at 12:00 noon.

A motion to go back into open session was made by Mr. Razzoli and seconded by Mr. Casserly.

The voice vote was as follows:

All Commissioners were in favor.

No Commissioners were opposed.

Adjournment:

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

The voice vote was as follows:

All Commissioners were in favor.

No Commissioners were opposed.

The meeting was adjourned at 12:01 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Ed Casserly', written in a cursive style.

Edward Casserly, Secretary