

JACKSON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
OPEN MINUTES
May 25, 2017
5:30 PM

The Public Meeting of May 25, 2017 was called to order by William Allmann, Chairman

PLEDGE OF ALLEGIANCE – Chairman Allmann led the Commissioners in the Pledge of Allegiance

The Open Public Meetings Act notice was read into record by Joan Haltigan, Executive Assistant.

ROLL CALL OF THE BOARD OF COMMISSIONERS:

William Allmann, Chairman	Present
Carol Blake, Secretary	Present
Geneva Clayton, Asst. Secretary/Treasurer	Present
Clara Glory, Treasurer	Present
Vicki Rickabaugh, Vice-Chairwoman	Present
Todd Porter, Alternate	Present

PROFESSIONALS:

Attorney – William Hierung, Jr., Esq.	Present
Consulting Engineer – Alan Dittenhofer, PE	Present

AUTHORITY STAFF:

David Harpell, Executive Director	Present
James Diaz, Asst Executive Director/Director of Finance	Present
Earl Quijano, Principal Engineer	Present
Joan Haltigan, Executive Assistant	Present

MAPLE GLEN RATE HEARING:

Chairman Allmann called the 2017 Maple Glen Rate Hearing to order. The minutes of the rate hearing are transcribed under a separate cover.

2017-56 Resolution Adopting the 2017 Maple Glen Mobile Home Park Sewer Service Charges

Moved: Commissioner Rickabaugh
Second: Commissioner Blake
Vote: Unanimous
Abstain: None

Approval of the Minutes of the Open Session Public Meeting of April 27, 2017

Moved: Commissioner Glory
Second: Commissioner Blake
Vote: Unanimous
Abstain: None

Moved: Commissioner Rickabaugh
Second: Commissioner Clayton
Vote: Unanimous
Abstain: None

QUESTIONS/COMMENTS FROM THE PUBLIC:

At this time, Chairman Allmann closed the public portion of the meeting noting he would reopen it if needed.

REPORTS:

EXECUTIVE DIRECTOR'S REPORT:

Mr. Harpell reviewed the following items from the Executive Director's report.

PINE SNAKE HIBERNACULA EMERGENCE SURVEY – The survey at the proposed Six Flags Water Treatment Plant site is complete and no snakes were found. It was noted that the NJDEP has verbally indicated they are moving ahead with the project and the Authority anticipates receiving the Environmental Decision Document (EDD) by next week. The Authority cannot bid the project for thirty (30) days after the EDD is issued but all indications are that this project can be out to bid as soon as July.

HYSON ROAD WATER TREATMENT PLANT CAPACITY INCREASE - The project to improve the contact time at the Hyson Road Water Treatment Plant was completed in 2016. The additional contact time will permit the plant capacity to increase by 250 gallons per minute which equates to 360,000 extra gallons per day, which is equivalent to an additional 1,800 homes. Mr. Harpell noted that the Engineering Department did a great job with this project and this relatively small improvement has made a significant improvement in our overall treatment capacity.

ENGINEERING COMMITTEE REPORT:

Mr. Quijano stated that there are no action items for capital projects this evening.

CONSULTING ENGINEER'S REPORT:

On behalf of Remington, Vernick & Vena Engineers, Mr. Alan Dittenhofer stated that there are no developer projects to report this evening.

PUBLIC RELATIONS COMMITTEE REPORT:

None

ADMINISTRATIVE COMMITTEE REPORT:

None

ASSISTANT EXECUTIVE DIRECTOR/DIRECTOR OF FINANCE REPORT:

Mr. Diaz discussed the following from the Assistant Executive Director/Director of Finance report.

FINANCE COMMITTEE REPORT:

BILL LIST - \$464,419.53 to be drawn from the following funds:

1. Capital Reserve Fund - \$54,155.71 (Capital Projects)
2. Escrow Funds - \$13,499.18 (Developer Work)
3. Revenue General Fund - \$396,764.64 (Operating Expenses)

The operating expense includes \$175,000.00 for funding the payroll account.

COOPERATIVE PRICING SYSTEM AGREEMENT - Last month the Authority approved the Ocean County Cooperative Pricing System. This month's agenda includes another cooperative purchasing opportunity with the Educational Services Commission of New Jersey (ESCNJ) as the Lead Agency. Also noted was that this cooperative purchasing requires an agreement to be signed and submitted to the New Jersey Department of Community Affairs for their approval for the Authority to participate. It was further noted that this is a great purchasing opportunity for the Authority as there are quite a few vendors that participate. The ESCNJ is renewed every five (5) years by the State. The ESCNJ was just renewed this month and is good through 2022. It was conveyed that the Purchasing Department did a very good job researching the cooperative purchasing opportunities.

PERSONNEL REPORT:

None

CONSENT RESOLUTION:

2017-57 Resolution Approving Cash Management Report for April 2017

Moved: Commissioner Blake
Second: Commissioner Glory
Vote: Unanimous
Abstain: None

RESOLUTIONS OFFERED:

2017-58 Resolution Authorizing Payment of Vouchers, Deposit Refunds and Payroll for May 2017

Moved: Commissioner Clayton
Second: Commissioner Blake
Vote: Unanimous
Abstain: Chairman Allmann abstained on check #23422, Commissioner Rickabaugh abstained on check #23447 and Commissioner Glory abstained on checks #3181, #3184, #3190 and #3196 from the Escrow Accounts.

2017-59 Resolution Authorizing Member Participation in a Cooperative Pricing System through the Educational Services Commission of New Jersey, Cooperative ID Number 65MCESCCPS

Moved: Commissioner Clayton
Second: Commissioner Blake
Vote: Unanimous
Abstain: None

At this time, Mr. Cordts asked how long the proposed water main extension to Six Flags Great Adventure (SFGA) will be. Mr. Harpell responded that it is approximately five (5) miles plus one (1) mile inside SFGA. Chairman Allmann noted that the Authority installed a dry water main down Patterson Road a few years ago. Mr. Cordts asked about the hydrants and Mr. Harpell responded that it is part of the project to install the hydrants. Mr. Quijano stated that the Authority will tie into the dry water main and hydrant on Anderson Road as well.

At approximately 5:45 pm, Chairman Allmann requested a motion to go to closed session.

2017-60 Resolution of the Jackson Township Municipal Utilities Authority – Closed Session

Moved: Commissioner Rickabaugh
Second: Commissioner Blake
Vote: Unanimous
Abstain: None

Based on a motion made in closed session, at approximately 5:50 pm, the open session resumed of the May 25, 2017 Public Meeting.

Chairman Allmann noted that the next public meeting will take place June 22, 2017.

5. Other Matters

With no further matters to discuss, Commissioner Rickabaugh made a motion to adjourn. Commissioner Clayton seconded the motion and it was passed unanimously. Chairman Allmann declared the May 25, 2017 Public Meeting adjourned.

End of Minutes