

**JACKSON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**  
**OPEN MINUTES**  
**February 7, 2019**  
**5:30 PM**

The Reorganization Meeting of February 7, 2019 was called to order by Joan Haltigan, Executive Assistant

**PLEDGE OF ALLEGIANCE** – Joan Haltigan led the Commissioners in the Pledge of Allegiance

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

**ROLL CALL OF THE BOARD OF COMMISSIONERS:**

William Allmann	Present
Carol Blake	Present
Geneva Clayton	Excused
Clara Glory	Present
Vicki Rickabaugh	Present
Todd Porter	Present

**PROFESSIONALS:**

Attorney – Michael McKenna, 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

**QUESTIONS/COMMENTS FROM THE PUBLIC:** There was no one present from the public.

**APPOINTMENT OF AUTHORITY OFFICIALS:**

**CHAIRMAN** - Mrs. Rickabaugh made a motion to nominate Mr. William Allmann as Chairman. Mrs. Blake seconded the motion and it was passed unanimously. Mr. Allmann abstained. There were no other nominations.

**VICE-CHAIRMAN** - Mrs. Glory made a motion to nominate Mrs. Vicki Rickabaugh as Vice-Chairwoman. Mrs. Blake seconded the motion and it was passed unanimously. Mrs. Rickabaugh abstained. There were no other nominations.

**SECRETARY** – Mrs. Glory made a motion to nominate Mrs. Carol Blake as Secretary. Mrs. Rickabaugh seconded the motion and it was passed unanimously. Mrs. Blake abstained. There were no other nominations.

**TREASURER** – Mrs. Rickabaugh made a motion to nominate Mrs. Clara Glory as Treasurer. Mrs. Blake seconded the motion and it was passed unanimously. Mrs. Glory abstained. There were no other nominations.

**ASSISTANT SECRETARY/TREASURER** – Mrs. Glory made a motion to nominate Mrs. Geneva Clayton as Assistant Secretary/Treasurer. Mrs. Rickabaugh seconded the motion and it was passed unanimously. There were no other nominations.

**CONSENT RESOLUTIONS:**

2019-017 Resolution Appointing the Authority General Counsel and Labor Counsel via a Fair and Open Process – Hierung, Gannon & McKenna

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

2019-018 Resolution Appointing the Authority Bond Counsel via a Fair and Open Process – GluckWalrath, LLP

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

2019-019 Resolution Appointing the Authority Auditor via a Fair and Open Process – Holman Frenia Allison, P.C.

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

2019-020 Resolution Appointing the Authority Engineer via a Fair and Open Process – Remington & Vernick Engineers

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

2019-021 Resolution Appointing the Authority’s Special Projects Engineers via a Fair and Open Process.

Alaimo Group	Mott MacDonald
BORO Engineering	Mumford Bjorkman Associates, Inc.
Buchart Horn, Inc.	O’Brien & Gere Engineers, Inc.
CME Associates	Paulus, Sokolowski and Sartor, LLC
D&B Engineers & Architects, P.C.	R3M Engineering, Inc.
French & Parrello Associates	Remington & Vernick Engineers
H2M Architects & Engineers	Suburban Consulting Engineers, Inc.

HDR Engineering, Inc.  
Kleinfelder, Inc.  
Maser Consulting, P.A.

T&M Associates  
Van Cleef Engineering Associates, LLC

Moved: Commissioner Blake  
Second: Commissioner Rickabaugh  
Vote: Unanimous  
Abstain: Commissioner Glory abstained on T&M Associates

2019-022 Resolution Designating Various Banks and Financial Institutions as Approved Depositories

Fulton Bank of NJ  
Lakeland Bank  
Manasquan Bank  
New Jersey Cash Management Fund  
OceanFirst Bank  
Parke Bank  
PNC Bank  
Provident Bank  
Shore Community Bank  
TD Bank, N.A.

Moved: Commissioner Glory  
Second: Commissioner Blake  
Vote: Unanimous  
Abstain: Chairman Allmann and Commissioner Glory abstained on Shore Community Bank. Commissioner Rickabaugh abstained on Manasquan Bank

2019-023 Resolution Designating the Official Newspapers.

Primary: Asbury Park Press  
Secondary: Newark Star Ledger

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

2019-024 Resolution Appointing James Diaz as the Authority's Fund Commissioner for the New Jersey Utility Authorities Joint Insurance Fund

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

2019-025 Resolution Appointing James Diaz as the Authority's Fund Commissioner for the Central Jersey Health Insurance Fund

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

2019-026 Resolution Adopting the 2019-2020 Public Meeting Schedule

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

Commissioner Rickabaugh requested the proposed meeting scheduled for October 24, 2019 be rescheduled for October 17, 2019. The changes were agreed upon and will be reflected in the adopted schedule.

**OTHER MATTERS:**

Chairman Allmann stated his recommendations for the following Authority Committees:

- a. Administrative Committee - C. Blake/C. Glory
- b. Engineering Committee - W. Allmann/C. Blake/V. Rickabaugh - Alternate
- c. Finance Committee - C. Glory/V. Rickabaugh/T. Porter -Alternate
- d. Personnel Committee - W. Allmann/G. Clayton/T. Porter - Alternate
- e. Public Relations Committee - C. Glory/T. Porter

The Board agreed on the appointment of Authority Committees

There was no closed session.

Chairman Allmann noted that the next public meeting will take place on February 28, 2019 at 5:30 PM.

With no further matters to discuss, Commissioner Rickabaugh made a motion to adjourn. Commissioner Blake seconded the motion and it was passed unanimously. Chairman Allmann declared the February 7, 2019 Public Meeting adjourned.

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End of Minutes