

**JACKSON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**  
**OPEN MINUTES**  
**August 22, 2019**  
**5:30 PM**

The Public Meeting of August 22, 2019 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 the 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	Excused
Todd Porter, Alternate	Present

**PROFESSIONALS:**

Attorney – William Hierung, 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

Approval of the Minutes of the Open Session Public Meeting of July 25, 2019

Moved:	Commissioner Glory
Second:	Commissioner Blake
Vote:	Unanimous
Abstain:	Commissioner Clayton

**QUESTIONS/COMMENTS FROM THE PUBLIC:** Present from the public were Mr. Cordts, Mr. Craig Hubbard, Mrs. Donna Hubbard, Ms. Denise Garner, Ms. Lisa Danski, Ms. Joyce Oberhofer, Mr. Damian Carrillo, Mr. Richard Ciullo, Ms. Dana Scotto, Ms. April Jenkins and Ms. Carole Negron.

Mr. Damian Carrillo voiced his concerns with regard to Jackson Trails project and the additional approvals on this evening's agenda. The concerns related to questions on the environmental impact of the projects, what environmental studies are conducted and whether or not the new developments could affect his private well. Chairman Allmann noted that the Planning Board handles any environmental studies and impacts. The Authority reviews water and sewer infrastructure proposed by developers relative to their project through an application process. It was further mentioned that the Authority does not approve developments just the

water and sewer components. Further discussion ensued related to the Authority's wells and residential private wells. It was explained that the Authority predominately draws water from deep wells which are approximately 1,300 feet deep and these would not affect residential wells. Mr. Harpell noted that the Authority has a Water Allocation Permit from the State of New Jersey and in the unlikely event a private well should be affected by our withdrawals, the Authority would be obligated to address the matter.

Ms. Denise Garner voiced her concerns on the approvals on this evening's agenda, specifically Resolutions 2019-114 through 2019-118, and how these proposed developments would benefit Jackson residents. In addition, how are these water lines going to benefit Jackson residents and what affect will the lines have on water and sewer rates. Chairman Allmann noted that the water lines going down Hope Chapel Road would be closer to residents who may be near the groundwater impacted by the Joint Base. It was also noted that there would be no effect on rates as the developer would be paying for the extension. It was further mentioned that the Authority has very good rates as they are 16.4% below the average compared to neighboring towns within Ocean and Monmouth Counties. The Authority is very proud that we have been able to keep rates comparatively low while improving the infrastructure including current capital improvements totaling approximately \$30,000,000.00. In response to Ms. Garner's concern regarding an inconvenience to residents during the road construction down South Hope Chapel Road, Chairman Allmann responded that the roads involved are overseen by the County who would dictate how the developer would have to handle timing and traffic. Chairman Allmann reiterated that the cost of running water/sewer is paid by the developer, therefore, will not affect ratepayers. Chairman Allmann stated that this evening's resolution is tentative approval that the Authority can provide the developers project with water and sewer if the development is approved by the Planning Board and the Pinelands Commission.

Ms. Garner questioned the Authority's Agreements with Manchester and reimbursing the developer for future connections. Mr. Harpell stated that there are two (2) Manchester Agreements, one current and one from 2012 which was for the proposed Breeder's Walk Project and is no longer viable. There is no proposed reimbursement to Manchester or the Developer for the infrastructure required for their project. We do share a portion of the sewer usage fees with Manchester since the sewage will be pumped to them and they will convey it to the Ocean County Utilities Authority. Developers are only given credits for any "upsizing" that the Authority requests for proper infrastructure planning.

Ms. Garner questioned the affect and recharge of the aquifers. Mr. Harpell stated that when the Authority goes through the New Jersey Department of Environmental Protection (NJDEP) for a Water Allocation Permit, that is when the aquifer studies are conducted. The Authority's last major modification of our allocation was in 2013 which provided for over two billion gallons a year of which the Authority is only using 60%. It was also mentioned the New Jersey Geological Survey is involved in the allocation process and the United States Geological Survey has done many studies on the coastal plan aquifers. Discussion ensued regarding the critical area aquifers and how our withdrawals cannot not affect this resource. The Authority has conducted studies and done aquifer testing to show there is no critical area impact. Discussion continued with regard to recharging the deep aquifers that the Authority draws from, noting that the recharge area for these deep aquifers is actually in Middlesex County. As far as future sustainability, Mr. Harpell noted that the proposed developments meet the water and sewer requirements in accordance with the Authority's Rules and Regulations, the water mains are sized correctly, the pressure is correct and there is allocation. The Authority does not have the legal authority to reject a development outside of its statutory jurisdiction related to water and sewer issues. Mr. Harpell stated that the Authority would be more than willing to join Ms. Garner in speaking to the NJDEP with regard to the coastal aquifers as this is not a

local issue but a regional issue and the NJDEP is the appropriate regulatory agency. Mr. Harpell reiterated that the Authority has conducted studies regarding critical area impacts and invited Ms. Garner to setup a meeting to review the studies.

A resident voiced her concern with regard to Jackson utilizing only 60% of its water allocation and how all the proposed houses/units will affect the current allocation. Mr. Harpell responded it could bring the percentage to approximately 80-90%. Ms. Scotto's concern is the location of her property on Basso Street which is close to the groundwater contamination. Also, a concern is fire protection. Mr. Harpell discussed the improvements over the last few years including looping the water system and taking over the Legler System from the Township. Extending the water main down South Hope Chapel Road has several positive attributes including that Manchester could use a supplementary water supply while they are improving their system and we would like to be in a position to assist any Jackson residents affected by the groundwater issues in the vicinity of the Joint Base. Ms. Scotto asked if we could extend the water to Delancey Street in the event that the local groundwater issues become worse and the Authority offered to discuss this issue with the Developer. It was also noted that the Jackson Trails Developer applied six month ago and we do not have a lot to say about the development in itself, but we do have a lot to say about fire flows, water quality and looping of the water system. This project has been thoroughly vetted for the issues which we do have control.

Ms. Lisa Danski inquired about the NJDEP and other agencies and if their approval process is considered final. Mr. Harpell responded that part of our review process is to ensure the Developer complies with the NJDEP criteria. By the time we are ready to submit for permits, we have already done the due diligence to make sure it does comply with the NJDEP rules. We do not want to submit permits that are going to be kicked back. We will submit for permits if the application is approved this evening. It takes a few months and this development would not be going for final approval until at least January or February 2020. Preliminary approval is very conceptual. Tentative approval means we are ready to go for permits and Final approval would not be granted until next year.

Mr. Craig Hubbard first stated that Manchester does have a current water restrictions in place. He stated that he had attended the recent Planning Board Meeting regarding the proposed Jackson Trails project and the developer testified that they had received approval from the Jackson MUA. Mr. Hubbard requested an explanation of the connection of the water and sewer and the proposed pumping station. Mr. Harpell stated that Manchester has an interconnect with Suez in Toms River, and as I understand it, there are some concerns with the rates. Jackson and Manchester discussed having an interconnect at the border if the Developer runs water to the site. If Manchester wants water, Jackson will be able to feed the system. Mr. Hubbard stated that with Jackson providing the water and the sewer is going to Manchester, what would be the charge. Mr. Harpell explained that the sewer disposal cost would be split. We will give Manchester, by Agreement, a portion of the revenue for conveying the sewage. We all pay Ocean County Utilities Authority (OCUA) to treat the sewage. We have a similar agreement with Toms River for conveying sewage from Whitesville Road. Water is really Manchester's choice, if they want water from Jackson, we have a valve there and if water is available and as our agreement states, we can serve if both parties choose to. In response to Mr. Hubbard's question regarding connection fee reimbursements, Mr. Harpell stated that the Authority does not offer reimbursements to Developers for infrastructure improvements but will offer connection fee waivers for "upsizing". In this particular case, the Developer did not need a booster station to serve Jackson Trails but it will be required to serve Manchester so there will be some consideration for this improvement.

Discussion continued with regard to irrigation and Mr. Harpell stated that the Authority does not allow irrigation accounts. We are very conservative and when a new development comes in, they are required to use private irrigation wells. With regard to Jackson Trails, their review letter stated that they cannot irrigate off our system. Knowing water is a limited resource, we are very proactive with conserving water. Our water demands in 2018 were 20% lower than our water demands in 2010. If interested, we have a chart showing our water demands for the last eight years. We have really encouraged the proper use of water through conversation based rates. Not letting people irrigate, we have dropped our per capita usage significantly. It was noted that Jackson Twenty-One off West Commodore Boulevard, as well as Westlake, Four Seasons at South Knolls and Metedeconk Lakes have private/community wells for irrigation.

Ms. Joyce Oberhofer had concerns with regard to the number of proposed developments, how usage is calculated and will there be enough water. Ms. Oberhofer noted there is a development going up on her corner and understood that water was being extended up North Hope Chapel Road. Ms. Oberhofer noted that there are a lot of problems in Lakewood with water and sewer. Many of the homes have large basement apartments which they never took into account. The NJDEP is requiring them to buy 100,000 gallons of water per day because they do not have enough water. Ms. Oberhofer continued by discussing the proposed development and its density. It was noted that there were estimates of 3.6 houses per acre. Mr. Harpell stated that we are aware of Lakewood's water issue which is in partly due to the geology and partly due to the proximity of the critical areas. Mr. Harpell reiterated that Jackson is doing fine with water, long-term. We have done some good planning, have built a lot of infrastructure and have a very good and robust system. Mr. Harpell further explained that even before the Six Flags Great Adventure Water Treatment Plant Replacement project is completed, we have 2.75 million gallons of water per day available which is unheard of for a system of our size.

Ms. Oberhofer asked if the Freeholders make the decision as to where the mains are put in and do they meet with the local authorities in making these decisions. Chairman Allmann stated that they do not determine where water mains are installed. He further mentioned that the County oversees the 208 Sewer Master Plan. The County's 208 Sewer Master Plan determines where sewer is available for development. Mr. Harpell reiterated that for Sewer Service Area issues, the County is actually the lead planning agency. The County may reach out to us or the Township to ask opinions. It was further mentioned that sewer service can contribute to density. The County reviews areas where higher density may make more sense.

Mr. Richard Ciullo stated that most of his questions have already been addressed and answered this evening. Mr. Ciullo requested clarification regarding a statement that the Authority cannot say no to a developer for regional water supply issues. It was clarified that aquifer studies involve issues that are statewide and the Authority basically deals within Jackson for planning purposes. Mr. Ciullo had a question with regard to an application for some grant money from the Pinelands Infrastructure Trust Fund. Mr. Harpell explained that the Pineland Commission requested the Authority consider doing a grant application which we are no longer considering at this point. Lastly, Mr. Ciullo stated that he had served on the Board of Education at Central Regional School District for a period of time and had a construction project which was under bonded and was cause for a shortage of funds to run water and sewer lines. Mr. Ciullo further explained that the district approached local Authority who was willing to bond for the water/sewer infrastructure with mandatory connections. Mr. Ciullo inquired if that would be something this Authority would consider to run water to an area in an effort to benefit a neighboring town. Mr. Harpell stated that is not the plan right now. We are currently doing \$30,000,000.00 worth of projects, including the new water treatment plant replacement at Six Flags Great Adventure, a new water storage tank on Manhattan Street. Currently there is no

plan to extend the water main down South Hope Chapel Road if Jackson Trails does not build but if things do change, this could be discussed in the future.

With no further questions from the public at this time, Chairman Allmann stated the Authority will continue with reports and the public portion will remain open. Once the reports are completed, and the voting process begins, the public portion of the meeting will be closed.

## **REPORTS:**

### **EXECUTIVE DIRECTOR'S REPORT:**

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

**2019 POTABLE WATER RATE EVALUATION** - The Authority completed the 2019 Potable Water Rate Evaluation and the Authority is 16.4% below the average. With all the new debt service coming on, the Authority planned well.

**RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A COMPETITIVE CONTRACTING PROCEDURE FOR ENERGY DEVELOPMENT AND CONSERVATION PROJECTS WITHIN THE AUTHORITY SERVICE AREA** – The Authority is considering some additional solar initiatives and would like the opportunity to utilize Competitive Contracting for the Request for Proposal (RFP) process. The RFP would follow. Chairman Allmann noted that part of the reason is that there is a deadline of December 31, 2019 for most of the solar companies for tax purposes. We are hoping to get into this year's pool of money. The Authority will request approval this evening for the competitive contracting.

### **ENGINEERING COMMITTEE REPORT:**

Mr. Quijano reported the following from the Engineering report:

**RESOLUTION AUTHORIZING THE AWARD OF A FAIR AND OPEN CONTRACT FOR THE SANITARY SEWER EVALUATION OF THE BROOKWOOD PARKWAY DRAINAGE BASIN, CONTRACT NO. CT-19069, TO REMINGTON & VERNICK ENGINEERS, IN AN AMOUNT NOT TO EXCEED \$49,000.00** – As previously discussed, the recent NPS-5 flow study indicated a large increase of flow by the Brookwood Parkway drainage basin as compared to the 2013 flow study even though there has been very little growth in this region since 2013. It is suspected that the causes of the increased flows are due to inflow and infiltration and/or sump pumps that may be improperly connected in this area. In an effort to reduce the billable flows to Ocean County Utilities Authority. Two (2) Request for Proposals were solicited from firms included on the Authority's Special Projects Engineers list and two (2) proposals were received and publicly opened on August 9, 2019, at 1:00 pm, ranging from a low of \$49,900.00 to a high of \$64,000.00. The Engineering Committee and staff have reviewed the proposals and are recommending award for the Sanitary Sewer Evaluation of the Brookwood Parkway Drainage Basin, Contract No. CT-19069, to Remington & Vernick Engineers, as the most responsive and cost-effective proposal in an amount not to exceed \$49,000.00.

### **CONSULTING ENGINEER'S REPORT:**

On behalf of Remington & Vernick Engineers, Mr. Alan Dittenhofer reported on the following two (2) Authority approvals and four (4) developer applications this evening:

**RESOLUTION GRANTING SEWER AND WATER PERFORMANCE BOND RELEASES FOR SOUTH KNOLLS SECTION 3, BLOCK 4717, LOT 1, ON THE TAX MAP OF THE TOWNSHIP OF JACKSON** – The improvements have been completed and we recommended the Sewer and Water Performance Bond Releases in our August 7, 2019 letter to the Board.

**RESOLUTION GRANTING SEWER AND WATER PERFORMANCE BOND RELEASES FOR JACKSON PARK PHASE I, BLOCK 8401, LOTS 9 AND 10, ON THE TAX MAP OF THE TOWNSHIP OF JACKSON** – The improvements have been completed and we recommended the Sewer and Water Performance Bond Releases in our August 12, 2019 letter to the Board.

**RESOLUTION GRANTING PRELIMINARY SEWER AND PRELIMINARY AND TENTATIVE WATER APPROVAL TO THE CONCOURSE AT JACKSON, BLOCK 13801, LOT 7.01, ON THE TAX MAP OF THE TOWNSHIP OF JACKSON** – The applicant, 1197 East Veterans Holdings, LLC, is proposing to construct a 67,488 square foot two (2) story office building off the east side of East Veterans Highway. The project will be constructed in two (2) phases. Phase I will include the construction of one (1) 33,343 square foot office building and a proposed sanitary sewer pumping station to service the site. Phase II of the project will include construction of a 34,145 square foot office building. The site contains a total of 6.07 acres. The applicant proposes to connect to the existing water main in East Veterans Highway and install services for both domestic use and fire protection for the buildings. The applicant also proposes to extend 8” PVC gravity sewer main to an on-site pump station and then extend a 3” force main to the discharge gravity manhole in East Veterans Highway in front of Block 21202, Lot 6.01. We recommended this approval in our August 5, 2019 letter to the Board.

A question from the Public with regards to the location of this project, the response was that the project is next to the entrance to Liberty High School. Also noted, proposed office buildings are on the corner known as Liberty Commons.

**RESOLUTION GRANTING OFF-SITE TENTATIVE SEWER AND WATER APPROVAL TO JACKSON TRAILS MAJOR SUBDIVISION, BLOCK 23001, LOTS 22 THROUGH 29, ON THE TAX MAP OF THE TOWNSHIP OF JACKSON** – The applicant, Jackson Trails, LLC, is proposing to construct a 459 residential unit subdivision as well as a house of worship on the north side of South Hope Chapel Road. This review covers the off-site portions of the project consisting of a water and sewer main extension spanning between Jackson and Manchester Township. The applicant proposes to install a 12” water main extension from the corner of Whitesville Road in Jackson Township along South Hope Chapel road to the corner of Pheasant Street in Manchester Township. The applicant proposes to construct a force main from the proposed on-site pump station and connect to a proposed 12” gravity sewer extension in Manchester Township. We recommended this approval in our August 5, 2019 letter to the Board.

**RESOLUTION GRANTING PUMP STATION TENTATIVE SEWER AND WATER APPROVAL TO JACKSON TRAILS MAJOR SUBDIVISION, BLOCK 23001, LOTS 22 THROUGH 29, ON THE TAX MAP OF THE TOWNSHIP OF JACKSON** – The applicant, Jackson Trails, LLC, is proposing to construct a 459 residential unit subdivision as well as a house of worship on the north side of South Hope Chapel Road. This review covers the pump station portion of the project. The applicant proposes to construct a pump station in

order to service the proposed subdivision. We recommended this approval in our August 5, 2019 letter to the Board.

A question from the Public was raised as to the location of the proposed pump station and who will maintain it. In response, it is located on the Developer's property and the Authority will maintain the pump station.

**RESOLUTION GRANTING PRELIMINARY SEWER AND WATER APPROVAL TO GRAWTOWN ACRES MAJOR SUBDIVISION, BLOCK 19403, LOT 8, ON THE TAX MAP OF THE TOWNSHIP OF JACKSON** –The applicant, Grawtown Acres, LLC, is proposing to construct a ten (10) lot residential subdivision on the east side of Grawtown Road. The applicant proposes to connect to a 12” water main to be built by others in Grawtown Road and install an 8” water main throughout the roads in the subdivision to service the dwellings. The applicant also proposes to connect to an 8” gravity sewer main to be built by others and install an 8” gravity sewer main throughout the subdivision. We recommended this approval in our August 5, 2019 letter to the Board.

**PUBLIC RELATIONS COMMITTEE REPORT:**

None

**ADMINISTRATIVE COMMITTEE REPORT:**

None

**ASSISTANT EXECUTIVE DIRECTOR/DIRECTOR OF FINANCE REPORT:**

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

**FINANCE COMMITTEE REPORT:**

**RESOLUTION ACCEPTING CASH MANAGEMENT REPORT FOR MONTH ENDING JULY 31, 2019** – The July Cash Management Report has been reviewed by the Finance Committee and is being recommended for approval this evening.

**RESOLUTION AUTHORIZING PAYMENT OF VOUCHERS, DEPOSIT REFUNDS AND PAYROLL FOR AUGUST 2019** - The July Bill List was presented this month for approval totaling \$2,611,706.00. The Finance Committee has reviewed and is recommending approval this evening.

**RESOLUTION CERTIFYING AUDIT HAS BEEN REVIEWED BY THE BOARD** – A copy of the 2018 Audit, which includes the Government Accounting Standard board (GASB) 68 and 75 entries, has been provided to the Board for review. The Authority's Management Discussion and Analysis (MD&A) report has also been updated and incorporated. A resolution is being presented this evening certifying the 2018 Audit has been reviewed by the Board. This has been discussed with the Finance Committee and is recommending approval this evening.

**PERSONNEL COMMITTEE REPORT:**

There were no actions to report this month.

With no further questions from the public, Chairman Allmann closed the public portion of the meeting.

**CONSENT RESOLUTIONS:**

- 2019-114 Resolution Accepting the Cash Management for Month Ending July 31, 2019
- 2019-115 Resolution Granting Preliminary Sewer and Water Approval to Grawtown Acres Major Subdivision, Block 19403, Lot 8, on the Tax Map of the Township of Jackson
- 2019-116 Resolution Granting Off-Site Tentative Sewer and Water Approval to Jackson Trails Major Subdivision, Block 23001, Lots 22 through 29, on the Tax Map of the Township of Jackson
- 2019-117 Resolution Granting Pump Station Tentative Sewer and Water Approval to Jackson Trails Major Subdivision, Block 23001, Lots 22 through 29, on the Tax Map of the Township of Jackson
- 2019-118 Resolution Granting Preliminary Sewer and Preliminary and Tentative Water Approval to the Concourse at Jackson, Block 13801, Lot 7.01, on the Tax Map of the Township of Jackson

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

**RESOLUTIONS OFFERED:**

- 2019-119 Resolution Authorizing Payment of Vouchers, Deposit Refunds and Payroll for August 2019

Moved: Commissioner Clayton  
Second: Commissioner Porter  
Vote: Unanimous  
Abstain: Commissioner Glory abstained on check #25934

- 2019-120 Resolution Granting Sewer and Water Performance Bond Releases for South Knolls Section 3, Block 4717, Lot 1, on the Tax Map of the Township of Jackson

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

- 2019-121 Resolution Granting Sewer and Water Performance Bond Releases for Jackson Park Phase I, Block 8401, Lots 9 and 10, on the Tax Map of the Township of Jackson

Moved: Commissioner Clayton

Second: Commissioner Porter  
Vote: Unanimous  
Abstain: None

2019-122 Resolution Authorizing Award of a Fair and Open Contract for the Sanitary Sewer Evaluation of the Brookwood Parkway Drainage Basin, Contract CT-19069, to Remington & Vernick Engineers, in an Amount Not to Exceed \$49,000.00

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

2019-123 Resolution Certifying Audit has Been Reviewed by the Board

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

2019-124 Resolution Authorizing the Establishment of a Competitive Contracting Procedure for Energy Development and Conservation Projects within the Authority Service Area

Moved: Commissioner Glory  
Second: Commissioner Clayton  
Vote: Unanimous  
Abstain: Commissioner Porter

There was no closed session.

Chairman Allmann noted that the next Public Meeting will take place September 26, 2019 at 5:30 PM.

**OTHER MATTERS:**

With no further matters to discuss, Commissioner Blake made a motion to adjourn. Commissioner Porter seconded the motion and it was passed unanimously. Chairman Allmann declared the August 22, 2019 Public Meeting adjourned.

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End of Minutes