

JACKSON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
OPEN MINUTES
May 27, 2021
5:30 PM

The Public Meeting of May 27, 2021 was called to order by William Allmann, Chairman. The meeting is being held in-person, including public participation, but for the record, this meeting is also being conducted by telephonic conference due to the COVID-19 issue.

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. It was noted that for the record that this Public Meeting is being held in-person but was also advertised as being held via teleconference on the Authority’s website. The meeting is being recorded. If any remote participant is disconnected, please dial back in. For any public participating remotely, you will be muted until the Chairman opens this meeting for any public comment. All participants will be asked to identify themselves. Any public comments submitted through electronic mail or written letter format forty-eight (48) hours prior to the start of this remote public meeting, shall be read aloud from the beginning of the remote public portion of the meeting.

ROLL CALL OF THE BOARD OF COMMISSIONERS:

William Allmann, Chairman	Present
Carol Blake, Vice-Chairwoman	Present
Clara Glory, Treasurer	Present
Janet Longo Secretary	Present
Todd Porter, Assistant Secretary/Treasurer	Excused
Lewis Wildman, Alternate	Present

PROFESSIONALS:

Attorney – William T. 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 April 22, 2021

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

QUESTIONS/COMMENTS/WRITTEN CORRESPONDENCE FROM THE PUBLIC:

Present from the public was Mr. Cordts. At this time, Chairman Allmann stated that there was no public comment or written correspondence but will leave the meeting open for the balance of the meeting. Please hold off on any questions or comments until recognized and you will be asked to state your name.

REPORTS:

EXECUTIVE DIRECTOR’S REPORT:

Mr. Harpell discussed the following from the Executive Director’s report:

NEW JERSEY INFRASTRUCTURE BANK (NJIB) PERMANENT FINANCING - The NJIB bond documents have been escrowed and the bonds were scheduled to sell on May 25, 2021. The Authority will not receive the results for a few weeks but we anticipate that we will be able to provide information on the interest rates and amortization schedules in the June Reports.

JACKSON RC RACEWAY – The Jackson RC Raceway is located on Township property off of Cpl Luigi Marciante Jr. Memorial Drive and they would like to provide potable water to the property. The estimated usage is only 300 gallons per week and they have asked if we would consider charging a reduced connection fee for this very small demand. The staff has no issue with this reduced connection fee request but we believe that it would need to be done by resolution and with no objection will be presented next month. This matter has been discussed with the Engineering and Finance Committees.

ENGINEERING COMMITTEE REPORT:

There were no action items to report this month from the Engineering report.

As discussed with the Engineering Committee, the staff would like to submit the AWIA report, which is in the final draft. We are ready to submit and with Board’s approval would like to memorialize by resolution next month. It was noted that the biggest recommendation for the future would be to install security cameras.

CONSULTING ENGINEER’S REPORT:

On behalf of Remington & Vernick Engineers, Mr. Alan Dittenhofer reported on the following developer approvals this evening.

RESOLUTION GRANTING FINAL SEWER AND WATER APPROVAL TO PINEROCK WALK AT JACKSON SUBDIVISION, BLOCK 19501, LOTS 29, AND 30, ON THE TAX MAP OF THE TOWNSHIP OF JACKSON –

The applicant, Yerek Jackson 46, LLC, is proposing to construct a 46-lot subdivision on the western side of Whitesville Road, north of Grawtown Road. The applicant also proposes to install approximately 3,000 LF of 8” PVC gravity sewer main within the subdivision that will convey wastewater to an on-site pump station. The proposed pump station shall serve the Authority’s system as a Regional Pump Station. A 4” PVC force main shall be extended along Whitesville Road approximately 5,500 LF from the station an existing gravity manhole southeast of Denton Avenue. The applicant proposes to connect to an existing 12” stub located in Whitesville Road and extend approximately 6,500 LF of 12” DIP water main to the intersection of Hope Chapel Road and Whitesville Road. The subdivision will be serviced by approximately 2,800 LF of 8” DIP water main that is looped

through the subdivision. The Developer's Agreement for sewer and water shall be executed prior to construction. This approval was recommended in our May 21, 2021 letter to the Board.

RESOLUTION GRANTING TENTATIVE PUMP STATION APPROVAL TO RG2 ASSOCIATES MAJOR SUBDIVISION, BLOCK 19403, LOTS 2, 6, 7, 10, 12, 19, 20 AND 30, ON THE TAX MAP OF THE TOWNSHIP OF JACKSON – This review/report pertains only to the off-site phase one regional pump station tentative review. The applicant, RG2 Associates, LLC, is proposing to construct 217 single family and multi-family dwelling units adjacent to the intersection of East Veterans Highway and Grawtown Road. The applicant is applying for tentative sewer and water approval at this time. The applicant is proposing to install a 12" water main and a 4" force main off-site as well as an 8" water main, fire hydrants, and 8" sewer main on-site. The applicant proposes to service the site with the construction of two (2) pump stations, where one (1) will serve the Authority's system as a regional pump station. This approval was recommended in our May 21, 2021 letter to the Board.

RESOLUTION GRANTING TENTATIVE AND FINAL SEWER AND WATER APPROVAL TO 161 BARTLEY ROAD MEDICAL OFFICE, BLOCK 5601, LOT 65, ON THE TAX MAP OF THE TOWNSHIP OF JACKSON -- The applicant, CentraState Medical Center, is proposing to construct a 2,964 square foot addition to a 7,300 square foot medical office on the north side of County Line Road, east of Bartley Road. The applicant is proposing to install a 2.5" domestic water service from the existing water main in Bartley Road to the building, as well as install a single 4" fire water service from the existing main to the building. The applicant proposes to install a 6" sanitary sewer lateral from the building to the existing gravity sewer main in Bartley Road to provide sewer service to the building. This has been recommended for approval in our May 21, 2021 letter to the Board.

RESOLUTION GRANTING PRELIMINARY SEWER AND WATER APROVAL TO HERMAN WAREHOUSE, BLOCK 2301, LOT 10, ON THE TAX MAP OF THE TOWNSHIP OF JACKSON – The applicant, 498 Herman Jackson, LLC, is proposing to construct a sanitary sewer and water main extension within Herman Road. The applicant is applying for preliminary sewer and water approval at this time. The applicant is proposing to install a gravity sewer and water main extension from the existing mains within East Commodore Boulevard to the frontage of Block 2301, Lot 10, on Herman Road. This approval was recommended in our May 21, 2021 letter to the Board.

RESOLUTION GRANTING PRELIMINARY AND TENTATIVE WATER APPROVAL TO MEGAN COMMERCIAL OFFICE BUILDING, BLOCK 5601, LOTS 61 AND 74, ON THE TAX MAP OF THE TOWNSHIP OF JACKSON – The applicant, Megan Associates, c/o Adam Pfeffer, is proposing to construct a three-story, 31,500 square foot building north of North County Line Road. The applicant is applying for preliminary and tentative sewer and water approval at this time. The applicant is proposing to service the project with a sanitary sewer force main extension and on-site pump station. The applicant proposes to provide water service to the site with a single water service to the building from the existing main within North County Line Road. The applicant had proposed to connect to the Authority's force main in North County Line Road. The Authority does not permit this and, as such, we could not recommend the preliminary and tentative sewer approval this evening. The applicant has been instructed to seek an alternative way to service the site. We did recommend preliminary and tentative water approval in our May 21, 2021 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 THE CASH MANAGEMENT REPORT FOR MONTH ENDING APRIL 30, 2021 – The April Cash Management Report has been reviewed by the Finance Committee and is being recommended for approval this evening. The average rates remain stable at 1.67%.

RESOLUTION AUTHORIZING PAYMENT OF VOUCHERS, DEPOSIT REFUNDS AND PAYROLL FOR MAY 2021 - The May Bill List was presented this month for approval totaling \$1,295,839.88. The Finance Committee has reviewed and is recommending approval this evening.

RESOLUTION ACCEPTING THE WITHDRAWAL OF A POWER PURCHASE AGREEMENT FOR THE LONDON DRIVE AND THE PERRINEVILLE ROAD WATER TREATMENT PLANTS FROM EZENERGY NJ, LLC AND GREENSKIES RENEWABLE ENERGY, LLC – In January 2020, via Resolution 2020-010, the Authority awarded a fifteen (15) year Power Purchase Agreement (PPA) to Eznergy NJ, LLC (Eznergy) and Greenskies Renewable Energy, LLC (Greenskies) for the Perrineville Road Water Treatment Plant and the London Drive Water Treatment Plant. Eznergy and Greenskies have asserted that after the PPA was awarded, the New Jersey Board of Public Utilities (NJ BPU) ended the Solar Renewable Energy Credit (SREC) program and introduced the Transition Renewable Energy Certificate (TREC), which changed the values for ground mounted systems to be extremely lower than the previous SREC program. Additionally, delays in completing construction at the Perrineville WTP further hurt the financials and increased costs to the project because Eznergy and Greenskies would not be able to buy in bulk due to work at the project sites not being completed simultaneously. Since the Authority’s bidding requirements do not allow for an adjustment to the PPA rate, Eznergy and Greenskies have formally requested that their proposal be withdrawn as indicated in their email dated April 23, 2021. The resolution being presented this evening is to formally accept Eznergy NJ, LLC and Greenskies Renewable Energy, LLC request to withdraw their proposal. The Authority will continue its efforts for other viable options including but not limited to rebidding the solar project. Mr. Harpell stated that it looks like the pump station at Six Flags Great Adventure should be completed this year and the site should be ready for solar. The Authority could possibly rebid this project in the next six (6) months. This has been reviewed with the Finance Committee and is recommending approval this evening.

RESOLUTION RATIFYING THE AUTHORIZATION TO REFRAIN FROM REFERRING DELINQUENT USER FEES TO THE TOWNSHIP OF JACKSON FOR THE 2019 TAX SALE - During the Public Health Emergency (PHE) in 2020, the State approved Executive Order (EO) 190, whereas utility providers, including water, were ordered not to conduct shut-offs or pursue collections on delinquent accounts during the PHE. Although water, along with electric, gas, etc., was included in the EO, charges related to sewer were not. However, it was strongly encouraged to work with the customers. The Authority passed Resolution 2020-073 Authorizing Hardship Consideration During the COVID-19 Pandemic on a case-by-case basis. Since EO-190 only afforded the ability to pursue tax liens against delinquent sewer charges but not water and having a resolution helping to work with customers that had a financial hardship it was decided to refrain from the 2020 tax lien process for year 2019. This was conveyed to the Tax Collector via email on December 30, 2020. Further communications with the Township's Tax Collector related to the matter determined that the Authority's decision to refrain from the 2020 tax lien process for year 2019 should be ratified by resolution. The resolution being presented this evening is to ratify the Authority's decision to refrain from participating in the 2020 tax sale for year ended 2019. This has been reviewed with staff and the Finance Committee and is recommending approval this evening.

RESOLUTION AUTHORIZING THE PURCHASE OF NEW FENCING FOR WENDY COURT PUMP STATION, CONTRACT NO. CT-21205 TO PIZZO CONTRACTING, INC., IN AN AMOUNT NOT TO EXCEED \$10,740.00 - The Wendy Court Pump Station has an outdated wood fence that was damaged during a wind storm. The Authority is in need of a new fence at this location and in accordance with the Local Public Contracts Law, obtained two (2) quotes ranging from \$10,740.00 to \$13,200.00. The resolution being presented this evening is to request approval to award the purchase of new fencing for Wendy Court Pump Station, Contract No. CT-21205, to Pizzo Contracting, Inc., t/a Carl's Fencing Decking and Home Improvements, in an amount not to exceed \$10,740.00. It was noted that the Authority submitted an insurance claim of approximately \$1,600.00, however, there is a deductible of \$1,000.00 resulting in a total reimbursement of approximately \$600.00. This has been reviewed with the Finance Committee and is recommending approval this evening.

2020 DEFERRED COMPENSATION AUDIT – The 2020 Deferred Compensation Audit, as part of the annual audit, has been completed. A copy was previously provided to the Board for informational purposes. No action is required.

2020 AUDIT – The Authority received an email from Holman Frenia Allison, PC, (HFA) regarding the status of the 2020 audit and Local Finance Notice 2021-10 which was released yesterday, officially extending the Audit deadline to September 30, 2021. The State has not yet provided information to date related to GASB 68 (PERS) and GASB 75 (Post Retirement Liability) which is required to be included in the annual audit. The Authority will update the Board if any other information is received. This has been discussed with the Finance Committee.

MAPLE GLEN MOBILE HOME PARK - The annual Maple Glen Mobile Home Park (MGMHP) rate calculation for 2021 has been completed. The calculation reflects that expenses are exceeding revenues and it has been determined that a rate hearing will be warranted. It was noted that MGMHP has not had a rate increase since second quarter of 2017. The Authority is requesting approval this evening to advertise for a rate hearing to be held prior to the start of the June 24, 2021, at 5:30 pm. This has been discussed with the Finance Committee.

PERSONNEL COMMITTEE REPORT:

There were no action items to report this month

CONSENT RESOLUTIONS:

- 2020-063 Resolution Accepting the Cash Management Report for Month Ending April 30, 2021
 - 2021-064 Resolution Granting Tentative and Final Sewer and Water Approval to 161 Bartley Road Medical Office, Block 5601, Lot 65, on the Tax Map of the Township of Jackson
 - 2021-065 Resolution Granting Preliminary and Tentative Water Approval to Megan Commercial Office Building, Block 5601, Lots 61 and 74, on the Tax Map of the Township of Jackson
 - 2021-066 Resolution Granting Final Sewer and Water Approval to Pinerock Walk at Jackson Subdivision, Block 19501, Lots 29 and 30, on the Tax Map of the Township of Jackson
 - 2021-067 Resolution Granting Preliminary Sewer and Water Approval to Herman Warehouse, Block 2301, Lot 10, on the Tax Map of the Township of Jackson
 - 2021-068 Resolution Granting Tentative Pump Station Approval to RG2 Associates Major Subdivision, Block 19403, Lots 2, 6, 7, 10, 12, 19, 20 and 30, on the Tax Map of the Township of Jackson
- Moved: Commissioner Blake
Second: Commissioner Wildman
Vote: Unanimous
Abstain: None

RESOLUTIONS OFFERED:

- 2021-069 Resolution Authorizing the Payment of Vouchers, Deposit Refunds and Payroll for May 2021
- Moved: Commissioner Blake
Second: Commissioner Longo
Vote: Unanimous
Abstain: Commissioner Wildman abstained, Commissioner Glory abstained on Check #27882 and #21-00594
- 2021-070 Resolution Accepting Withdrawal of a Power Purchase Agreement for the London Drive and the Perrineville Road Water Treatment Plants from Eznergy NJ, LLC and Greenskies Renewable Energy, LLC
- Moved: Commissioner Wildman
Second: Commissioner Blake
Vote: Unanimous
Abstain: None

2021-071 Resolution Ratifying the Authorization to Refrain from Referring Delinquent User Fees to the Township of Jackson for the 2019 Tax Sale

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

2021-072 Resolution Authorizing the Purchase of New Fencing for Wendy Court Pump Station, Contract No. CT-21205 to Pizzo Contracting, Inc., in an Amount Not to Exceed \$10,740.00

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

There was no closed session.

Chairman Allmann noted that Executive Order No. 243 takes effect on June 4, 2021 announcing guidance for indoor workplaces. Also noted, the next regular scheduled Public Meeting will be held on June 24, 2021 at 5:30 PM.

OTHER MATTERS:

With no further matters to discuss, Commissioner Glory made a motion to adjourn. Commissioner Wildman seconded the motion and it was passed unanimously. Chairman Allmann declared the May 27, 2021 Public Meeting adjourned.

End of Minutes