



MEMORANDUM

TO: Chair Blandina, Commissioners Mummolo, Curtis, Lydecker, Neafsey, Halloran and Wheeler

FROM: Chris A. Theodos, PE, PP, CME, CPWM, CFM
Executive Director

DATE: February 21, 2025

SUBJECT: Monthly Report – February 2025

1. Resolution No. 22-25 - A Resolution for the Award of Bid for Road Patch Materials- On Agenda – Resolution No. 22-25

This is an annual bid for road patch materials for the fiscal year 2025/2026. The bid was advertised on January 10, 2025. Bids were received and opened on January 29, 2025. Eight items were included in the bid, and we are seeking approval to award the five lowest bidders.

2. Resolution No. 23-25 - A Resolution Authorizing Task Change Order No. 1 for a Reallocation of \$20,000.00 on a Not-To-Exceed Cost of the Work Basis and No Increase in the Agreement Amount with Colliers Engineering & Design for Additional Engineering Consulting Services for the NJDEP Discharge Prevention Program and the Parking Lot Improvements at the Main Campus; Capital Project No. 718001 - On Agenda – Resolution No. 23-25

The associated Task Change Order No. 1, revising the design per the scope changes requested by Brick Utilities was required. It is recommended that a Task Order 1 be approved as requested by Colliers to authorize the transfer of \$20,000 from Task 7 - Construction Observation to Task 3 – Design and Technical Specifications. It is noted that the contract amount remains unchanged in the total amount of \$342,500.00 on the not-to-exceed cost of the work basis.

This Task Change Order was discussed at the February 25, 2025 Construction and Engineering Committee Meeting.

3. Resolution No. 24-25 - A Resolution Authorizing the Adopting of the 2026 Budget - On Agenda – Resolution No. 24-25

4. Resolution No. 25-25 - A Resolution Authorizing the Purchase of an Annual Service Contract for Laboratory Equipment from Agilent Technologies in the Amount of \$24,778.95 - On Agenda – Resolution No. 25-25

This is the annual service contract renewal for our Gas Chromatographs, ICPMS, and Autosamplers. The instrument manufacturer, Agilent, was the successful quote.

- 5. Resolution No. 26-25 - A Resolution of the Brick Township Municipal Utilities Authority Declaring its Official Intent to Reimburse Expenditures for Project Costs from the Proceeds of Debt Obligations of the Authority, Including in Connection with its Participation in the New Jersey Infrastructure Bank Financing Program - On Agenda – Resolution No. 26-25**
- 6. Resolution No. 27-25 - A Junior Lien Supplemental Resolution No. 15 Relating to the Junior Lien Bond Resolution of the Brick Township Municipal Utilities Authority, Authorizing the Issuance and Sale of up to \$1,040,000 Bonds in Respect of the Reservoir Infrastructure Mitigation Improvements Project Under the New Jersey Infrastructure Bank Community Hazard Assistance Mitigation Program- On Agenda – Resolution No. 27-25**
- 7. Resolution No. 28-25 - A Junior Lien Supplemental Resolution No. 14 Relating to the Junior Lien Bond Resolution of the Brick Township Municipal Utilities Authority, Authorizing the Issuance and Sale of up to \$10,160,000 Bonds and/or Notes in Respect of the Reservoir Infrastructure Mitigation Improvements Project Under the New Jersey Infrastructure Financing Program- On Agenda – Resolution No. 28-25**
- 8. Resolution No. 29-25 – A Resolution Authorizing the Execution and Delivery of One or More Loan Agreements to be Executed by the Brick Township Municipal Utilities Authority and Each of the New Jersey Infrastructure Bank and the State of New Jersey, Acting by and Through the Department of Environmental Protection, and Further Authorizing the Execution and Delivery of One or More Escrow Agreements and, if Necessary, One or More Continuing Disclosure Agreements, All Pursuant to the New Jersey Infrastructure Bank Financing Program - On Agenda – Resolution No. 29-25**
- 9. Unanticipated/Emergency Capital Expenditures – On Agenda - Item No. 10 – NONE**
- 10. Contract Close-Outs –On Agenda - Item No. 11- NONE**
- 11. Authorization to Expend Approved Funds – On Agenda - Item No. 12**
 - a. Requesting Authorization to Expend Approved funds for the Renewal of the Annual Service Contract for Flame AA unit and Autosampler vendor Perkin Elmer - \$10,708.69 – Water Quality Report**

This is the annual renewal service contract for our Flame AA and autosampler. The instrument manufacturer, Perkin Elmer, was the successful quote.

- 12. Authorization to Send out Bids, RFQ's & RFP's –On Agenda - Item No. 13 – NONE**
- 13. Personnel – On Agenda - Item No. 14**

Resignations

Michael O'Grady – Groundsman, Grounds Division, resignation effective February 7, 2025.

Samantha Coleman – Watershed Technician, Watershed Division, resignation effective February 5, 2025.

Promotions

Joseph DiMatteo – GIS Administrator – GIS Division, promotion to Senior GIS Administrator – GIS Division, \$2.50/hour increase, effective March 3, 2025.

Vincent Gennaro – Maintenance Man - Buildings Division, promotion to Senior Maintenance Man - Buildings Division, \$2.50/hour increase, effective March 3, 2025.

Upgrades

Ron Ross – Accounting Supervisor, Finance Department, \$2.00/hour increase, effective March 3, 2025.

Robert Bowers – Purchasing Supervisor, Finance Department, \$2.00/hour increase, effective March 3, 2025.

Retirement

Ronald Laird – Collections Supervisor, Collections Division, retirement effective July 1, 2025.

14. Operations & Maintenance Summary – Water Quality Report

Salt Encroachment remains a factor. Despite receiving meaningful rainfall in December, we received little precipitation in January. Compounded by meteorological events, there have been periods where we were unable to operate the raw water pump house intake. Operations continue to do a great job of managing surface water use for reservoir refill and for treatment and managing groundwater use to hedge sufficient volume for the reservoir project later in the year.

Demand in January 2025 increased by 7 % from one year ago, 178.4 MG to 191.2 MG. POE pressure in January averaged 71 psi. Plant influent totaled 217.1 MG and the influent blends consisted of 47% river, 24% reservoir, 20% PRM wells, and 9% from Cohansey wells 13 and 14. January rainfall totaled 0.6”, lower than the annual average, and far lower than last year’s almost 7”. A statewide drought warning remains in effect. Passing river flow averaged 31 MGD this month with a peak flow of 75 MGD on January 1st after receiving almost 1” of rain during the last few days of 2024. The average daily withdrawal from the river was 3.5 MG with 5.9 MG diverted to the reservoir. There were 7 days in January where conductivity ran above 750 µS at RSP3. There were 4 days when the river intake was unable to be used due to salt encroachment. WTP influent source volumes for January include 103.1 MG from the river, 52.4 MG from the reservoir, 41.6 MG from the PRM wells, and 20.0 MG from wells 13 and 14. The PRM balance at the end of January 2025 was 1331.8 MG.

15. GAC Improvements at the William Miller Water Treatment Plant – Engineering/Operations Report

The air/vacuum valves have been received and will be installed in February 2025. An additional transfer pump test will be performed by H2M on February 21, 2025.

16. Brick Reservoir Infrastructure Mitigation Improvement Project – Engineering/Operations Report

Signed contracts from Seacoast Construction were received through Colliers on February 17, 2025.

17. Sustainable Brick – Engineering/Operations Report

A Sustainable Brick meeting was held on February 4, 2025. Steve Specht attended.

The Brick Green Fair for 2025 is scheduled for Saturday, May 17, 2025 from 10 am to 2 pm at the Robert Anstett Cultural Arts Center, 515 Herbertsville Road, Brick 08724. This year's theme is focused on saving
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dollars while being sustainable. This idea blends economics and environmentalism under the motto “*Think Green, Save Green*”.

18. Service Line Identification Program – *Compliance & Technology Report*

Per EPA and NJDEP requirements, the Authority is required to identify any lead or galvanized service lines in the street and/or on the property side leading to a residential or commercial connection. Any identified lines are required to be replaced by 2031. As part of the requirement, the Authority has submitted a service line inventory to NJDEP. Based on our review of available records and visual observations, the Authority believes that there are no lead or galvanized service lines on the Authority side (street) or the property owner’s side. EPA regulations, however, do require that a randomized subset of service lines be validated through a two-point visual inspection (i.e., street and property side). Based on EPA requirements the Authority will need to inspect service lines for 361 properties. On January 8th and 28th meetings were held with Compliance, Engineering, Distribution, Meters and GIS staff to discuss procedures for conducting and documenting the inventory validation. Per meeting discussions, a randomized list was generated by the Compliance Department and provided to the Meter and Distribution Supervisors on January 28th. The goal is to complete the validation within 2 to 3 years. To document the information in the field, we will be using an ESRI GIS application. This application will also be used to generate a map identifying service line material that will be posted on our website which currently contains the service line inventory and information about the program. Colliers will be assisting our GIS Administrator in implementing the application.

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