

MEMORANDUM

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

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

DATE: January 24, 2025

SUBJECT: Monthly Report – January 2025

- 1. Resolution No. 01-25 - A Resolution for Approval of 2025-2026 Authority Budget - On Agenda – Resolution No. 01-25**
- 2. Resolution No. 02-25 - A Resolution Authorizing a Shared Services Agreement with the Toms River Municipal Utilities Authority for the Installation of Internal Sanitary Sewer Repair Clamps - On Agenda – Resolution No. 02-25**

The Toms River Municipal Utilities Authority (TRMUA) has the technology to perform the repair of sanitary sewer infiltration leaks utilizing an internal stainless steel repair clamp. Brick Utilities would utilize the TRMUA services on an as needed basis.

This Shared Services Agreement was discussed at the January 15, 2025 Construction and Engineering Committee Meeting.

- 3. Resolution No. 03-25 - A Resolution Renewing the Delta Dental Agreement - On Agenda – Resolution No. 03-25**

The current Delta Dental agreement will expire on March 31, 2025. Resolution No. 03-25 will renew the agreement for a two-year period, April 1, 2025 to March 31, 2027, at a 0% increase and, at no additional cost, the Delta Dental oral enhancement option will also be included in the agreement.

- 4. Resolution No. 04-25 - A Resolution Authorizing the Purchase of a New Variable Frequency Drive for Well No. 16 through New Jersey State Contract No. 22-FOOD-09931 from Miller Energy Inc. for \$28,373.43 to Replace the Existing VFD for Abandoned Well No. 11; Brick Utilities Capital Project No. 718015 - On Agenda – Resolution No. 04-25**

It has been determined that a new variable frequency drive (VFD) is required for Well No. 16 to replace the existing VFD from abandoned Well No. 11.

This purchase was discussed at the January 15, 2025 Construction and Engineering Committee Meeting.

- 5. Resolution No. 05-25 - A Resolution Declaring Items of Property Owned by the Authority That Are No Longer Required for the Uses and Purposes of the Authority as Surplus - On Agenda – Resolution No. 05-25**
- 6. Resolution No. 06-25 - A Resolution Designating the Position of Secondary (Backup) Qualified Purchasing Agent for Brick Township Municipal Utilities Authority - On Agenda – Resolution No. 06-25**

7. Resolution No. 07-25 - A Resolution Authorizing the Fourth Amendment to Junior Lien Supplemental Resolution No. 7 Adopted on February 28, 2019, Relating to the Authority's Granular Activated Carbon (GAC) Treatment Addition Project - On Agenda – Resolution No. 07-25

This resolution will authorize the residual loan and a second tranche of permanent bonds down the road to take out that residual loan.

8. Resolution No. 08-25 - A Resolution Amending Certain Provisions of Junior Lien Supplemental Resolution No. 9 Adopted on November 26, 2019, Junior Lien Supplemental Resolution No. 10 Adopted on March 25, 2021, and Junior Lien Supplemental Resolution No. 11 Adopted on March 25, 2021- On Agenda – Resolution No. 08-25

This resolution is needed for technical changes based on the evolution of our standard documents over the past 4 years – most notably an extension of the final maturity bond date from 30 years to 31 years from issuance, so as to allow a full 30-year principal amortization.

9. Resolution No. 09-25 - A Resolution Awarding Bid for Water Treatment Plant Chemicals - On Agenda – Resolution No. 09-25

This is an annual bid for water treatment chemicals for the fiscal year 2025/2026. The bid was advertised on December 27, 2024. Bids were received and opened on January 9, 2025. We are seeking approval to award the five lowest bidders for seven chemicals with 12-month contracts.

10. Unanticipated/Emergency Capital Expenditures – On Agenda - Item No. 10 – NONE

11. Contract Close-Outs –On Agenda - Item No. 11- NONE

12. Authorization to Expend Approved Funds – On Agenda - Item No. 12

a. Request for Authorization to Purchase a Trip Unit for Generator #1 from Vendor High Energy in the Amount of \$14,188 – Water Quality Report

The trip unit on the generator #1 circuit breaker no longer operates reliably, in turn making the generator unreliable.

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

14. Personnel – On Agenda - Item No. 14

Promotions

Nathan Raimonde - Laborer – Reservoir Division, promotion to Senior Laborer – Reservoir Division, \$2.50/hour increase, effective February 3, 2025.

Michael Mingoia – Water Treatment Plant Operator, Water Quality Division, promotion to Senior Water Treatment Plant Operator, Water Quality Division, \$2.50/hour increase, effective February 3, 2025.

Michael Hogan - Sr. Lab Technician/Sampler, Laboratory Division, promotion to Laboratory Technician, Laboratory Division, \$2.50/hour increase, effective February 3, 2025.

Upgrade

Anna Claudio - Laboratory Technician, Laboratory Division, \$2.00/hour increase, effective February 3, 2025.

Upgrade in Accordance with EDC Guidelines

Deanna Curcio – Sr. Purchasing Assistant, Purchasing Division, has received her certification and is designated as secondary (backup) QPA – Qualified Purchasing Agent, hourly increase of \$2.50/hour, effective February 3, 2025.

Retirement

Stephen T. Specht – Director of Engineering-Operations/Deputy Executive Director, retirement effective May 1, 2025 (*last day will be April 30, 2025*).

Administration – *NONE*

Other Business

a. Annual Request for Qualifications for Professional Consultants 2025/2026

Executive Director Theodos advised the committee that RFQ's for Professional services have been received and are available for inspection in the Executive Director's Office. Contracts for professional services will be awarded at the Board of Commissioners Reorganization meeting on February 3, 2025.

15. Operations & Maintenance Summary – Water Quality Report

Demand in December 2024 increased by 5 % from a year ago, 178.780 to 187.584 MG. POE pressure in December averaged 69.7 psi as it was returned to 72 psi on December 10th.

Plant influent totaled 208.818 MG in December. Blends consisted of 45% river, 0% reservoir, 45% PRM wells, and 10% from Cohansey wells 13 and 14. December rainfall totaled 3.48 inches. The total rainfall for 2024 is 41.90 inches. Passing river flow averaged 42 MGD this month with a peak flow of 108 MGD on December 12th after receiving 0.91 inches of rain the day before. The average daily withdrawal from the river was 8.790 MG with 177.040 MG diverted to the reservoir. RSP5 conductivity meter remains out of service following a lightning strike over the summer of 2023. There were 7 days early in December where conductivity ran above 750 μ S at RSP3. However, there were zero days where river intakes were usable due to salt encroachment. WTP influent source volumes for December include 95.372 MG from the river, 0.000 MG from the reservoir, 93.111 MG from the PRM wells, and 20.329 MG from wells 13 and 14. The PRM balance at the end of 2024 was 23.913 MG.

CAT/kld