



MEMORANDUM

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

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

DATE: December 19, 2025

SUBJECT: Monthly Report – December 2025

1. Resolution No. 76-25 - A Resolution Adjusting the Public Bidding Threshold for the Brick Township Municipal Utilities Authority - On Agenda – Resolution No. 76-25

This resolution is required to raise our bid threshold to \$53,000 from \$40,000.

2. Resolution No. 77-25 - A Resolution Authorizing the Annual Renewal of ESRI ArcGIS Software Maintenance Support Contract in the Amount of \$26,879.00 Funded from Operating Account 01-502-8202 - On Agenda – Resolution No. 77-25

This renewal provides software licensing support, including upgrades, updates, and technical support for all of our GIS software, both desktop and server based, as well as our ArcGIS online services. The renewal cost is the same as last year. Per the shared service agreement with Brick Township, \$5,946.50 of licensing cost is shared with the Township. Total cost to the Authority is \$20,932.50.

3. Resolution No. 78-25 - A Resolution Authorizing the Annual Renewal of Edmunds GovTech Software Maintenance Support Contract in the Amount of \$28,041.36 Funded from Operating Account 01-502-8202 - On Agenda – Resolution No. 78-25

This renewal provides software licensing support, including upgrades, updates, and technical support for Edmunds GovTech Software. This software is utilized by Finance, Customer Accounts, Meters and Human Resources for purchasing, billing, inventory control, work orders, payroll and other finance related activities.

4. Resolution No. 79-25 - A Resolution Adopting the 2024 Annual Consulting Engineer's Report - On Agenda – Resolution No. 79-25

Report dated December 2, 2025, executed by Jordan Volk, P.E., prepared and furnished by Colliers Engineering & Design, the Consulting Engineer to the Authority.

5. Resolution No. 80-25 - A Resolution Authorizing Change Order No. 6 for a 294 Calendar Day No Cost Time Extension with JVS Industrial and Commercial Contractors, Inc. for the Sanitary Sewer Manhole Rehabilitation and Replacement Project; Brick Utilities' Capital Contract No. 818002 and New Jersey Water Bank Project No. S3400448-12 - On Agenda – Resolution No. 80-25

Additional time is needed to complete the project. A no-cost 294-day time extension is requested and is to be

reviewed by BTMUA and added to December 23rd board meeting.

6. Resolution No. 81-25 - A Resolution Authorizing Award of a Contract in the amount of \$480,900 to Hazen and Sawyer for Oasis Salinity and Sourcewater Management Model - On Agenda - Resolution No. 81-25

The severity source water vulnerabilities have increased over the past 8 years. This contract will provide for development of a model to predict when sea level rise issues will stress our source water availability and require the implementation of additional mitigation measures. Hazen and Sawyer worked on the salinity models developed for the current Water Supply Master Plan and bring unique and robust expertise for this project.

7. Resolution No. 82-25 - A Resolution Authorizing Awarding the Contract to Proceed with Repairs of Two (2) Dewatering Pumps at the Ocean County Sea Avenue Pump Station - On Agenda - Resolution No. 82-25

This station is owned by the Ocean County Department of Engineering and operated by Brick Utilities. One pump has failed and is currently inoperable. The County has requested the pump repaired if possible or replaced with a new pump. The County has also requested the second pump to be rebuilt. At the County's direction, quotes from three (3) companies were requested. Two (2) quotes have been received as follows:

1. **Xylem** (state vendor # V00009387) quoted the price for a new pump as \$47,893.60 and an estimate of \$25,000 for repairs.
2. **PSI** has quoted the price for a new pump as \$47,911.95 and an estimate of \$21,474 for repairs.

It is recommended to award the contract to Xylem. They are the pump manufacturer and have rebuilt these pumps in the past.

Lauren Baduini, the Business Manager for Ocean County Department of Engineering, is requesting a purchase order payable to Brick Utilities in the amount of \$75,000.

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

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

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

a. Purchase of Laboratory UPS Battery Replacement - Woetzel and Associates LLC - \$14,958.72 - Water Quality Report

This is the planned replacement of the batteries in the Uninterrupted Power Supply unit for the laboratory instruments. This will keep instruments running even during short drops in power particularly during generator transfers.

b. Replacement of Well 12 Climate Control Equipment - Miller Energy - \$10,748.29 - Water Quality Report

The climate control unit failed leading to the overheating of the electrical control panel and failure of the well. This work will replace the failed unit.

c. Renew Service Contract for Flame AA instrument - Perkin Elmer - \$10,788 – Water Quality Report

This is the annual renewal of service contract for our laboratory metals analysis instrument.

11. Authorization to Send out Bids, RFQ's & RFP's –On Agenda - Item No. 13

a. Authorization to Solicit Bids for Water Treatment Chemicals for Fiscal Year 2026/2027 – Finance Report

This is an annual bid for water treatment chemicals used by the Water Treatment Plant.

b. Authorization to Solicit Bids for Road Patch Materials for Fiscal Year 2026/2027 – Finance Report

This is an annual bid for materials used for road restoration or repairs to the infrastructure.

c. Authorization to Solicit Bids for Pipe and Appurtenances for Fiscal Year 2026/2027 – Finance Report

This is an annual bid for water and sewer main and lateral parts, hydrant parts and meter pits used by Field Operations.

d. Authorization to Proceed with the Bidding for the Well 9 Redevelopment – Engineering Report

Well 9 is in need of redevelopment and new motor and column pipe. The engineering estimate for the well redevelopment is \$344,200.00. \$350,000 has been budgeted in the Fiscal Year 2026/2027 Capital Budget.

12. Personnel – On Agenda - Item No. 14

Promotions

Scott Reid – IT Technician, Compliance & Technology, promotion to Senior IT Technician, Compliance & Technology, \$2.50/hour increase, effective December 29, 2025.

Damion deLeon – Senior Laborer, Grounds Division, promotion to Groundsman, Grounds Division, \$2.50/hour increase, effective December 29, 2025.

Daniel DePaul – Sr. Laborer, Buildings Division, promotion to Maintenance Man, Buildings Division, \$2.50/hour increase, effective December 29, 2025.

John Zurawski – Sr. Laborer, Collections Division, promotion to Assistant Jet Vac Operator, Collections Division, \$2.50/hour increase, effective December 29, 2025.

2. Administration

a. December 24, 2025 – Authorized Absence

Authorizing employees four (4) hours of authorized absence, as done in years past, on December 24th only, in recognition of the holiday and appreciation of the employees.

b. Contract Negotiations Update

Executive Director Theodos is scheduled to meet with the groups on Friday, December 19th.

13. Operations & Maintenance Summary – *Water Quality Report*

The reservoir construction project is progressing at a faster pace than many anticipated. We estimate as much as ~ 60% of the perimeter has been completed as of the date of this report. The weather in November was mostly ideal for this work. Weather so far in December has been colder, and it remains to be seen if the lower temperatures may slow progress in terms of curing the concrete.

New Jersey officials have announced a drought warning throughout the State. Although the Coastal North region is faring better than other areas, river flows continue to be affected by lower precipitation and reservoir levels are also lower than normal over extended periods. Demand in November decreased 6% from a year ago, 191.6 (2024) to 181.0 MG. The pressure setpoint at the point of entry to the distribution system averaged 70.9 psi with a scheduled shutdown for filter influent channel maintenance.

Plant influent totaled 192.4 MG in November. The influent blends included 16% river, 1% reservoir, 74% PRM wells, and 9% from Cohansey wells 13 and 14. Our treatment and supply strategy in 2025 continues to show benefits as we successfully maintain a primary supply of groundwater, only using surface water if or where necessary. We received 1.7” of precipitation in November and the eleven-month total for 2025 is now 37.8”. Passing river flow averaged only 56 MGD this month with a peak flow of 158 MGD on November 1st, after receiving 1.65” of rain over the previous two days. The average daily withdrawal from the river was 1 MG with no water diverted to the reservoir as the level of 77’ was maintained. There were two days in November where conductivity ran above 750 μ S at RSP3 and 0 days where encroachment reached the intake. WTP influent source volumes for November included 32.3 MG from the river, 1.5 MG from the reservoir, 141.2 MG from the PRM wells, and 17.4 MG from wells 13 and 14. Our PRM balance at the end of November was 432.1 MG.

14. TCPA Inspection – *Compliance & Technology Report*

The fully executed ACO and invoice was received and processed for payment in the amount of \$1,800.00. The check was sent to the DEP Bureau of Release Prevention on December 8, 2025.

15. Verkada Security Camera System – *Compliance & Technology Report*

All cameras with the exception of those designated for the Reservoir have been installed throughout the Customer Service area and MUA campus and are now fully operational. The remaining cameras will be installed at the reservoir once the reservoir construction project is completed.

16. Risk and Resilience Assessment Five Year Update – *Compliance & Technology Report*

Following a video conference call with Colliers on November 12, 2025 the RRA report was finalized. Copies of the final report were submitted on November 18th. Upon receipt, Director Vaccaro certified completion of the RRA to EPA through their website.

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