

**OLD BRIDGE MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING
JANUARY 15, 2020**

Call to Order: The Regular Meeting of January 15, 2020 was called to order at 7:00 p.m. by Chairman Murphy with the Pledge of Allegiance.

Announcement: Chairman Murphy announced that this meeting is being held in conformance with the Open Public Meetings Act. Notice has been given to the newspapers and notice of the meeting has been posted in public places.

Roll Call: Present:
John E. Murphy III, Chairman
Anita Greenberg, Treasurer
Frank Weber, Assistant Secretary
Arthur Carullo, Commissioner
Thomas Galante, Vice Chairman
Paul Carlock, Secretary

Also Present:
Guy Donatelli, Executive Director
Michelle Smith, Comptroller
Michael Roy, P.E.
Mitchell B. Jacobs, Esq.

Executive Director's Report: Guy Donatelli said his Monthly Water Distribution, Drinking Water Analysis, Monthly Distribution System and the Maintenance/Meter Report were in the Commissioners' packages. He asked if anyone had and questions. There were none.

Mr. Donatelli said the annual solicitation for Professional Qualifications for the various Professional Services of the Authority has been publicly advertised in our official newspapers. He said the deadline for submission of the Qualifications will be next week on Wednesday, January 22, 2020. Mr. Donatelli said a Qualifications Committee, selected by the Chairman, will evaluate the Qualifications Packages submitted by the various Professionals in response to the Authority's Request for Qualifications (RFQs) and report back to the Board of Commissioners for action to appoint the Professionals at the Authority's February Reorganization Meeting.

Mr. Donatelli asked Chairman Murphy if he wanted to appoint the Committee now?

Chairman Murphy said as usual Mike Roy, Engineer, and the Executive Director serve on the Qualifications Committee. Chairman Murphy said I would like to serve on it as well as Dr. Greenberg.

Dr. Greenberg thanked Chairman Murphy.

Mr. Donatelli said in our Operator Certification program as of December 31, 2019, six employees upgraded their collection, treatment and/or distribution license and one received an initial license.

Mr. Donatelli said he would like to read the names into the record:

Dennis Pinkiewicz	-	W2 to W3 Distribution
Anthony Montagna	-	W2 to W3 Distribution
Joshua Lynne	-	W2 to W3 Distribution
Keith Tier	-	W1 to W2 Distribution
Richard L. Peterson	-	T1 to T2 Treatment
Vincent Lovallo	-	C1 to C2 Collection

Employee who received an initial license:

Matthew Franklin	-	W2 Distribution
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Currently, 13 Sewer Division employees have a collection license, and 17 Water Division/Engineering employees have a treatment and/or Distribution license. He said the number of licenses in each class are as follows:

C4-3, C3-3, C2-5, C1-3
T4-4, T3-0, T2-6, T1-0
W4-4, W3-6, W2-5, W1-0

Mr. Donatelli said the OBMUA Schedule of Meeting – 2020/January 2021 is attached to his report.

Mr. Donatelli said that we have taken into consideration the Conference, Budget Workshops, Rate Hearings, etc. He said that he would like to move the schedule as presented so it can be advertised, and the meeting room can be booked. Mr. Donatelli said that he suggests that as the year progresses, we can make any changes on a case-by-case basis.

Dr. Greenberg said if we know our schedule, can you change the schedule of meetings now? She said every year that she is away in August from August 14 – 21.

Mr. Donatelli asked if she had a date that she would like to replace it with?

Dr. Greenberg said the prior week is good, if that works for everybody. Mr. Weber said he wasn't sure when the Library Board Meeting is scheduled.

The consensus was to advertise the Schedule of Meetings as presented and change it later.

Attorney Jacobs said that there is a new Commissioner coming on the Board.

A motion to approve the OBMUA Schedule of Meetings – 2020/January 2021 as presented was made by Dr. Greenberg. It was seconded by Mr. Galante.

The roll call vote was as follows:

Ayes: Carullo, Greenberg, Weber, Galante, Murphy

Nays: None

Absent: None

5 Ayes 0 Nays 0 Absent

Mr. Donatelli said that the amount of unaccountable water was under 9% for the year. He said last year, we were over 11%.

Chairman Murphy said that saves a lot of money.

Chairman Murphy complimented Mr. Donatelli for the number of employees with licenses which leads to good successful planning down the road.

Mr. Weber asked about 9 Exeter Street and 10 Exeter Street which both had service leaks and a water valve repaired at 6 Hastings and Exeter Street.

Mr. Donatelli said that area is all transite pipe with galvanized saddles for the services in clay soil. He said that we are doing repairs in that area of Sayre Woods South quite often.

A motion to approve the Executive Director's Report was made by Dr. Greenberg and seconded by Mr. Weber.

The roll call vote was as follows:

Ayes: Carullo, Greenberg, Weber, Galante, Murphy

Nays: None

Absent: None

5 Ayes 0 Nays 0 Absent

Chairman's Report: John E. Murphy III

Chairman Murphy said that he does not have a report but wants to thank Paul Carlock for serving as Commissioner for the past five years. He said that he always supported everyone, and he really appreciated that.

Paul Carlock thanked everyone.

Previous Minutes: **Regular Meeting – November 18, 2019**

A motion to adopt the Regular Meeting Minutes of November 18, 2019 was made by Dr. Greenberg and seconded by Mr. Carullo.

The roll call vote was as follows:

Ayes: Carullo, Greenberg, Weber, Galante, Murphy

Nays: None

Absent: None

5 Ayes 0 Nays 0 Absent

Superintendent's Report:

Charles Winkler, Superintendent, Sewer Division

Mr. Winkler said that he submitted his report in the Commissioners packages, and he will answer any questions.

Mr. Carullo asked what was referenced to with the Trouble Spot Areas – Dumped 55 Gallon Drum of Degreaser and Sand/Silt Remover in your report?

Mr. Winkler said in order to cut down on the buildup of sand and silk, we have a product called sand and silk remover. He said it pulls a lot of the sand and silk into the trunk line and out of our sewer collection system.

A motion to approve the Superintendent's Report was made by Mr. Galante and seconded by Dr. Greenberg.

The roll call vote was as follows:

Ayes: Carullo, Greenberg, Weber, Galante, Murphy

Nays: None

Absent: None

5 Ayes 0 Nays 0 Absent

Engineering Reports: Michael Roy, P.E.

REPORT ON DEVELOPERS FOR APPROVAL

Thakkar Office Building/Thakkar Properties, LLC

1. W19-68, Final Water - 2 + 1 Fire = 3 EDCU'S

TYPE: COMMERCIAL

USE: DOMESTIC AND FIRE PROTECTION

BLOCK/LOT: 13000/6 (0.67 Acres)

LOCATION: On the east side of Route 9 between Spring Valley Road and Trans Old Bridge Road, across Route 9 from the Wawa gas station.

DESCRIPTION: Construction of approximately 125 LF of four and six inch (4" & 6") DIP connecting into an existing twelve inch (12") main within an easement immediately north of this property to service a 7,200 SF office building.

Mr. Roy reviewed the following comments:

COMMENTS:

1. Final Review, Inspection and Connection fees have been paid.
2. The Authority granted Preliminary and Tentative Approval on

September 18, 2019. Township Preliminary and Final Planning Board Approval was granted on August 12, 2017.

3. This property contains one (1) existing residential water customer, and therefore this application will only add an additional two (2) units to our water system.
4. The Applicant has indicated that lawn irrigation is not proposed for this site; therefore, lawn irrigation is not included in this approval. If a lawn irrigation system using municipal water is proposed in the future, the plan must be submitted to the Authority to determine the number of additional Equivalent Consumer Units.
5. The Applicant has indicated that the fire flow demand for the fire suppression system is 270 gpm at 52 psi in a report dated September 11, 2019. A hydrant flow test performed on January 15, 2019, indicates that the Authority's water distribution system has this fire flow available.
6. Applicant has acknowledged that all proposed water main and fire hydrant will remain privately owned and maintained by the Applicant.
7. The size, material and installation of the on-site water service line are also subject to approval by the Township Plumbing Sub-Code Official.
8. Technical requirements sufficient for Final Water Approval have been satisfied.
9. A copy of this report has been supplied to the Contact Person of the Applicant as listed on the application form.
10. Recommend Final Water Approval subject to the following eleven (11) conditions:

Mr. Roy reviewed the following Conditions:

CONDITIONS:

1. Applicant shall pay all applicable fees.
2. The Applicant shall comply with and address any and all comments in this Engineer's Report dated January 10, 2020.
3. All proposed on-site and off-site water mains to remain privately owned and maintained by the Applicant.

4. The Applicant shall coordinate the utility plans approved under this application with the architectural design of this commercial building as it relates to the water service.
5. Applicant to schedule a pre-construction meeting at least two (2) weeks prior to commencing any utility construction.
6. Applicant to execute Developer's Agreement for water utility construction which incorporates all requirements of both the Authority and the Township Approvals prior to the pre-construction meeting.
7. Wet cut fee, Performance Guarantee, Certificate of Insurance and proof of all required permits shall be provided prior to the pre-construction meeting.
8. Lawn irrigation is not included in the approval. If lawn irrigation system using municipal water is proposed in the future, the plan must be submitted to the Authority for approval.
9. The Applicant shall construct the water improvements in accordance with the Approved Drawings, and permits issued by any Agency having jurisdiction.
10. Applicant to fully comply with the Rules and Regulations of the Authority and any Agency having jurisdiction.
11. This Final Water Approval shall expire one (1) year from the date of the resolution if no construction has taken place within that one (1) year period.

Mr. Roy said he recommends Final Water Approval subject to the eleven Conditions in his report.

A motion to approve Thakkar Office Building/Thakkar Properties, LLC W19-68, Final Water – 2 + 1 Fire = 3 EDCU's subject to the eleven conditions in Mike Roy's report was made by Mr. Weber. It was seconded by Mr. Carullo.

The roll call vote was as follows:

Ayes: Carullo, Greenberg, Weber, Galante, Murphy

Nays: None

Absent: None

5 Ayes 0 Nays 0 Absent

Thakkar Office Building/Thakkar Properties, LLC
2. S19-542, Final Sewer – 2 EDCUs

TYPE: COMMERCIAL

DRAINAGE BASIN: Deep Run

BLOCK/LOT: 13000/6 (0.67 Acres)

LOCATION: On the east side of Route 9 between Spring Valley Road and Trans Old Bridge Road, across from the Wawa gas station.

DESCRIPTION: Construction of approximately 30 LF of four-inch (4”) PVC lateral and a private packaged pump station to connect into the existing 1 ¼” force main on the property to service a 7,200 SF office building.

Mr. Roy reviewed the following Comments:

COMMENTS:

1. Final Review, Inspection and Connection fees have been paid.
2. This property flows into the private sewerage system which is owned and operated by “The Sewer Group”. The Sewer Group has agreed to permit this property’s inclusion into the Sewer Group, reviewed their plans and specification and issued the attached letter dated January 3, 2020 from their Engineer indicating approval of the connection.
3. The Authority granted Preliminary and Tentative Approval on September 18, 2019. Township Preliminary and Final Planning Board Approval was granted on August 12, 2017.
4. This property contains one (1) existing residential sewer customer, and therefore this application will only add an additional one (1) unit to our sewer system.
5. Applicant has acknowledged that all proposed sewer lines will remain privately owned and maintained by the Applicant. As part of the “Sewer Group”, the Applicant is also responsible for their portion of the operation and maintenance of the low-pressure system. Applicant to provide the contact information for the Sewer Group.

6. The size, slope and installation of the on-site sewer lateral and private pump station are subject to approval by the Township Plumbing Sub-Code Official.
7. Technical requirements sufficient for Final Sewer Approval have been satisfied.
8. A copy of this report has been supplied to the Contact Person of the Applicant as listed on the application form.
9. Recommend Final Sewer Approval subject to the following twelve (12) conditions:

Mr. Roy reviewed the following Conditions:

CONDITIONS:

1. Applicant shall pay all applicable fees.
2. The Applicant shall comply with and address any and all comments in this Engineer's Report dated January 10, 2020.
3. There shall be no prohibited wastes discharged into the sewer system including discharge from any HVAC system.
4. All proposed on-site and off-site sewer lines to remain privately owned and maintained by the Applicant.
5. The Applicant shall coordinate the utility plans approved under this application with the architectural design of this commercial building as it relates to sewer service.
6. Applicant to schedule a pre-construction meeting at least two (2) weeks prior to commencing any utility construction.
7. Applicant to execute Developer's Agreement for sewer utility construction which incorporates all requirements of both the Authority and the Township Approvals prior to the pre-construction meeting.
8. Performance Guarantee, Certificate of Insurance and proof of all required permits shall be provided prior to the pre-construction meeting.
9. Copies of agreement with the Sewer Group shall be supplied to the Authority prior to the pre-construction meeting.

10. The Applicant shall construct the sewer improvements in accordance with the Approved Drawings, and permits issued by any Agency having jurisdiction.
11. Applicant to fully comply with the Rules and Regulations of the Authority and any Agency having jurisdiction.
12. This Final Sewer Approval shall expire one (1) year from the date of the resolution if no construction has taken place at the site within that one (1) year period.

Mr. Roy said he recommend Final Sewer Approval for Thakkar Office Building/Thakkar Properties, S19-542, Final Sewer – 2 EDCU’s subject to the twelve conditions in his report.

A motion for Final Sewer approval for Thakkar Office Building/Thakkar Properties, LLC for S19-542, Final Sewer – 2 EDCU’s was made by Dr. Greenberg and seconded by Mr. Carullo.

The roll call vote was as follows:

Ayes:	Carullo, Greenberg, Weber, Galante, Murphy		
Nays:	None		
Absent:	None		
5 Ayes	0 Nays	0 Absent	

DCH Auto Group/DCH Investments, Inc.

3. W17-667, Tentative Water – 11 EDCU Addition to an existing 11 EDCU Customer = 22 EDCU’s

TYPE: COMMERCIAL

USE: DOMESTIC

BLOCK/LOT: 4185/5.11 (4.7 Acres)

LOCATION: On the northbound Route 9, just south of TGI Friday’s and Downing Street at the existing Academy Honda location.

DESCRIPTION: Removal of the existing water main and fire line and the construction of approximately 305 LF of eight-inch (8”) water lines and the relocation of a fire hydrant to service an existing car dealership with a proposed 29,128 SF office and a 36-bay addition.

COMMENTS:

1. Preliminary, Tentative and Final Review fees have been paid. Connection and Construction Water fees are due before Final Approval will be granted.
2. The Authority granted Preliminary Tentative Approval on November 20, 2019. Township Preliminary and Final Planning Zoning Board Approval was granted on March 2, 2017.
3. The Applicant has indicated that lawn irrigation is not proposed for this site; therefore, lawn irrigation is not included in this approval. If a lawn irrigation system using municipal water is proposed in the future, the plan must be submitted to the Authority to determine the number of additional Equivalent Domestic Consumer Units.
4. The Applicant has indicated that the fire flow demand is 1,500 gpm at 20 psi and the fire suppression system demand is 611 gpm at 48 psi. A hydrant flow test performed on April 12, 2018, indicates that the Authority's water distribution system has these fire flows available.
5. Applicant has acknowledged that all proposed water mains and fire hydrants will remain privately owned and maintained by the Applicant.
6. The size, material and installation of the on-site water service lines are also subject to approval by the Township Plumbing Sub-Code Official.
7. Revise drawings as follows:
 - A. Provide a valve before relocated hydrant.
 - B. Indicate line to relocated hydrant as six-inch (6").
 - C. Add note which states that, "Backflow prevention devices shall be as prescribed by the Township Building Codes".
8. Submission deadlines for a Final Water Application package are as follows:
 - A. January 29, 2020
 - B. February 26, 2020
 - C. March 25, 2020

9. A copy of this report has been supplied to the Contact Person of the Applicant as listed on the application form.
10. Recommend Tentative Water Approval subject to the following four (4) conditions:

CONDITIONS:

1. Applicant shall pay all applicable fees.
2. All comments from this Engineer's Report dated January 10, 2020, shall be addressed with the Final Water Application.
3. Applicant to fully comply with the Rules and Regulations of the Authority and any Agency having jurisdiction.
4. This Tentative Water Approval shall expire one (1) year from the date of the resolution.

A motion to approve Tentative Water, W17-667 – 11 EDCU Addition to an existing 11 EDCU Customer = 22 EDCU's was made by Dr. Greenberg and seconded by Mr. Galante.

The roll call vote was as follows:

Ayes:	Carullo, Greenberg, Weber, Galante, Murphy		
Nays:	None		
Absent:	None		
5 Ayes	0 Nays	0 Absent	

DCH Auto Group/DCH Investments, Inc.

4. **S17-528, Tentative Sewer – 11 EDCU Addition to an existing 9 EDCU Customer = 20 EDCU's**

TYPE: COMMERCIAL

DRAINAGE BASIN: Runyon

BLOCK/LOT: 4185/5.11 (4.7 Acres)

LOCATION: On northbound Route 9, just south of TGI Friday's and Downing Street at the existing Academy Honda location.

DESCRIPTION: Removal of the existing on-site sewage system (lateral, pump chamber and force main) and the construction of 60 LF of six inch (6") PVC lateral, two (2) private pump chambers, 145 LF of two-inch (2") PVC force main and 295 LF of one and one-quarter inch (1 ¼") force main to service an existing car dealership with a proposed 29,128 SF office and a 36-bay addition.

COMMENTS:

1. Preliminary, Tentative and Final Review fees have been paid. Connection fees are due before Final Approval will be granted.
2. This property is currently a party to a sewer line access and connection agreement with Nieu Amsterdam and Parkwood Apartments. DCH has engage Maser Consulting to determine what remedial work is required to address a downstream limiting capacity within their sewer system. DCH shall provide the Authority with the findings as well as progress of the remedial work necessary to ensure capacity in the downstream private sewerage system to accommodate the additional flow from the Applicant's building addition.
3. The Authority granted Preliminary Approval on November 20, 2019. Township Preliminary and Final Zoning Board Approval was granted on March 2, 2017.
4. Applicant has acknowledged that all proposed sewer lines will remain privately owned and maintained by the Applicant.
5. The size, slope and installation of the on-site sewer laterals and private pump station are subject to approval by the Township Plumbing Sub-Code Official.
6. Revise drawings as follows:
 - A. Indicate all sanitary sewer laterals as Schedule 40 PVC.
 - B. Revise the sanitary lateral profile on Sheet 15 of 16 to reflect the new pipe run length, cleanout and grinder pump manhole location.
 - C. Add the six-inch (6") sanitary lateral (from the building addition through the sand/oil water separator and sampling manhole, to the first pump manhole) on the profile of proposed sanitary force main.

7. Submission deadlines for a Final Sewer Application package are as follows:
 - A. January 20, 2020
 - B. February 26, 2020
 - C. March 25, 2020

8. A copy of this report has been supplied to the Contact Person of the Applicant as listed on the application form.

9. Recommend Tentative Sewer Approval subject to the following four (4) conditions:

CONDITIONS:

1. Applicant shall pay all applicable fees.

2. All comments from this Engineer's Report dated January 10, 2020, shall be addressed with the Final Sewer Application.

3. Applicant to fully comply with the Rules and Regulations of the Authority and any Agency having jurisdiction.

4. This Tentative Sewer Approval shall expire one (1) year from the date of the resolution.

Mr. Roy recommends approval subject to the four Conditions in his report.

A motion to approve DCH Auto Group/DCH Investments, Inc. – S17-528, Tentative Sewer –11 EDCU Addition to an existing 9 EDCU Customer = 20 EDCU’s was made by Mr. Weber and seconded by Chairman Murphy.

The roll call vote was as follows:

Ayes:	Carullo, Greenberg, Weber, Galante, Murphy		
Nays:	None		
Absent:	None		
5 Ayes	0 Nays	0 Absent	

OTHER ENGINEERING REPORTS

1. Marlboro Tank Insulation, Contract 448.01, Final Quantities Order

Mr. Roy said the attached Change Order No. 1 to JJD Urethane Company, for the referenced project has been prepared by CME Associates and consists of the amount of decrease in costs, and the reason for the changes to the Contract Documents.

Mr. Roy said this Final Quantities Change Order consists of reductions in the contract amount that were realized by not needing to use any of the two (2) allowance items that were included in the Contract Documents.

Mr. Roy said the cost of this Change Order No. 1 is a minus \$15,000 which is a nine-point seven percent (9.7%) decrease from the original contract amount of \$154,190.00 to a new contract amount of \$139,190.00.

Mr. Roy said this Change Order is ready to be considered for approval by the Authority, and he recommended that this Final Quantities Change Order be approved.

A motion to approve Marlboro Road Tank Insulation, Contract 448.01, Final Quantities Change Order was made by Mr. Galante and seconded by Dr. Greenberg.

The roll call vote was as follows:

Ayes: Carullo, Greenberg, Weber, Galante, Murphy

Nays: None

Absent: None

5 Ayes 0 Nays 0 Absent

2. Marlboro Tank Insulation, Contract 448.01, Performance Bond Release

Mr. Roy said with the completion of the Marlboro Road Water Storage Tank Insulation project by JJD Urethane Company, the project work is ready to be accepted and the performance guarantee for this project is ready to be released. CME has in their attached letter dated January 3, 2020, recommends acceptance of the work under this contract.

Mr. Roy said therefore, he recommends that the Performance and Payment Bond No. 019-069-453 from Liberty Mutual Insurance Company submitted to us on behalf of JJD Urethane Company for the referenced project in the amount of \$154,190.00 be released conditioned upon the submission of a two year, fifteen percent (15%) Maintenance Bond in the amount of \$23,128.50 in accordance with the requirements of the Contract Documents.

A motion to release the Performance Bond conditioned upon a two-year 15% Maintenance Bond was made by Mr. Galante and seconded by Dr. Greenberg.

The roll call vote was as follows:

Ayes:	Carullo, Greenberg, Weber, Galante, Murphy		
Nays:	None		
Absent:	None		
5 Ayes	0 Nays	0 Absent	

3. Tractor Supply, S18-530, Sewer Easement

Mr. Roy said a small easement (237 SF) is required through Woodhaven Village property (Lot 30.42) in order to service the lateral connection from Tractor Supply (Lot 21) in the future and for the referenced project to connect into the Authority's gravity sewer main.

Mr. Roy said that a Deed of Easement/Agreement between Woodhaven Village, Inc. and the Authority contains some terms which the Authority must agree to. This document has been reviewed by James J. Cleary, Esq. who has no objection to countersigning by our Board.

Mr. Roy said the agreement has been signed by the Developer and is ready to be considered for authorization to be countersigned by the Authority.

Attorney Jacobs said on your report Tractor Supply Water Application No. W18-70 and Sewer Application No. S18-530 are referenced.

Mr. Roy said it is just for the Sewer Application No. S18-530. He said that was listed for clarity.

A motion for authorization to countersign Tractor Supply, S18-530, Sewer Easement as described in Mr. Roy's report was made Dr. Greenberg and seconded by Mr. Carullo.

The roll call vote was as follows:

Ayes:	Carullo, Greenberg, Weber, Galante, Murphy		
Nays:	None		
Absent:	None		
5 Ayes	0 Nays	0 Absent	

A motion to accept Mr. Roy's Engineering Report was made by Dr. Greenberg and seconded by Chairman Murphy.

The roll call vote was as follows:

Ayes: Carullo, Greenberg, Weber, Galante, Murphy

Nays: None

Absent: None

5 Ayes 0 Nays 0 Absent

Financial Report: Michelle Smith, Comptroller

Mrs. Smith said that the Cyber Liability Policy is up for renewal. She said Hiscox Insurance Company came in with the best quote of \$8,706, which is the same premium of the expiring policy. Mrs. Smith said that she recommends renewing the Cyber Policy to protect the Authority from liabilities resulting from data breaches, information leaks, and network security failures.

Mrs. Smith said that she also recommends for renewal the Pollution Liability for our Underground Storage Tanks. She said Aspen Specialty Insurance Company came in with the best quote of \$4,056.15. Mrs. Smith said this policy will be effective from January 1, 2020 to December 31, 2020.

Mrs. Smith said her last item is attached to her report for review of the Revenue and Expense Schedules for the Seven Months Ended December 31, 2019 and the projected numbers through Year End May 31, 2020. She said the Water Division revenues are projected to come in 8% over budget for the year; and in the Sewer Division, revenues are running 3.5% over budget for the year. Mrs. Smith said on the expense side, the Water and Sewer Divisions are both projecting to come in approximately 3% under budget for the year.

Mr. Weber asked what is the maximum liability coverage on the Cyber Liability Policy?

Mrs. Smith said it is up to \$200,000,000 with a \$5,000 retention depending on the type of breach.

Mr. Carullo asked if the renewal cost for the Pollution Liability Insurance coverage for our Underground Storage Tanks go up or down?

Mrs. Smith said the reason that she did not put that information in her report was that this is the first year that the State required us to do a separate policy for the Underground Storage Tanks. She said before this

year the underground and above ground tanks were together with a three-year policy which was done last month. Mrs. Smith said that this is the first year it had to be done separately, and it can only be for one year.

Mr. Carullo asked if you put them together is there an increase in costs?

Mrs. Smith said yes it would have been about a seven percent increase for the three years.

Mr. Weber asked if we are buying above ground tank coverage from a different company, are they reducing that cost?

Mrs. Smith said yes, the above ground tank coverage was over \$100,000 last year, and this last renewal was \$96,000. She said it did go down.

Attorney Jacobs said are there any other questions for Mrs. Smith?

Chairman Murphy said that his orthopedic doctor who he has been dealing with for forty years said that they do not accept Cigna. He asked if others checked their doctors.

Some of the Commissioners said their orthopedic doctors accepted Cigna and gave him the names.

A motion to approve the Cyber Liability Policy with Hiscox Insurance Company in the amount of \$8,706.00 from January 19, 2020 to January 19, 2021 was made by Mr. Galante and seconded by Dr. Greenberg.

The roll call vote was as follows:

Ayes: Carullo, Greenberg, Weber, Galante, Murphy

Nays: None

Absent: None

5 Ayes 0 Nays 0 Absent

A motion to approve the Underground Storage Tank Insurance coverage with Aspen Specialty Insurance Company in the amount of \$4,056.15 effective from January 1, 2020 to December 31, 2020 was made by Mr. Weber and seconded by Dr. Greenberg.

The roll call vote was as follows:

Ayes: Carullo, Greenberg, Weber, Galante, Murphy

Nays: None

Absent: None

5 Ayes 0 Nays 0 Absent

A motion to approve Mrs. Smith's Financial Report was made by Dr. Greenberg and seconded by Chairman Murphy.

The roll call vote was as follows:

Ayes: Carullo, Greenberg, Weber, Galante, Murphy

Nays: None

Absent: None

5 Ayes 0 Nays 0 Absent

Bills and Claims: Dr. Greenberg said the bills and claims are for a total amount of \$1,406,447.72.

A motion to approve the bills and claims in the amount of \$1,406,447.72 was made by Mr. Weber and seconded by Chairman Murphy.

The roll call vote was as follows:

Ayes: Carullo, Greenberg, Weber, Galante, Murphy

Nays: None

Absent: None

5 Ayes 0 Nays 0 Absent

Legal Report: Mitchell B. Jacobs, Esq.

Attorney Jacobs said that he does not have a legal report this month. Chairman Murphy asked if anyone had questions for Attorney Jacobs?

There were none.

Old Business: None

New Business: None

Open to Public: Chairman Murphy opened the meeting to the public.
Seeing none, he closed the public portion.

Executive Session: None

Adjournment: A motion to adjourn the meeting was made by Dr. Greenberg and seconded by Mr. Galante.

All Commissioners were in favor.

The meeting was adjourned at 7:40 p.m.

Respectfully submitted,

John E. Murphy Secretary