



NEW JERSEY WATER SUPPLY AUTHORITY

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Minutes of the Meeting of the
New Jersey Water Supply Authority
December 1, 2025

A regular meeting of the New Jersey Water Supply Authority was convened on December 1, 2025 at 2:00 P.M. via teleconference.

As designated by Shawn M. LaTourette, Commissioner, New Jersey Department of Environmental Protection and Chair, New Jersey Water Supply Authority, Kristin Tedesco, Assistant Director, Division of Water Supply and Geoscience, served as Acting Chair of the meeting and called the meeting to order.

Deputy Attorney General Jonathan Allen read the statement required by the "Open Public Meetings Act". Executive Director Marc Brooks took the roll call of the Authority members.

Present: Kristin Tedesco, Acting Chair
Susan Blew
Ellsworth Havens
Robert Iacullo
Steven Picco

A quorum existed for the transaction of Authority business.

Interested Parties Present:

Robert Barth, D&R Canal Watch
Kenneth Klipstein
Oleg Kostin, New Jersey American Water

Marc Brooks, Executive Director
Susan Buckley, Director Finance and Administration
Stephen Gates, Chief Engineer
Anthony Colasurdo, Director Manasquan Water Supply System/D&R Canal Operations
Heather Desko, Director Watershed Protection Programs
Rita Shaw, Controller
Dorota Neulinger, Supervisor, Financial Services
Robin Greg, Finance & Accounting Analyst
Jared Berger, Geospatial Analyst
Jonathan Allen, Deputy Attorney General
Michael Eleneski, Associate Counsel, Authorities Unit

APPROVAL OF THE MINUTES

Acting Chair Tedesco opened the meeting by asking for the approval of the minutes of the November 3, 2025 meeting. Mr. Picco moved for the approval of the minutes as prepared, and this motion was seconded by Ms. Blew. The minutes of the November 3, 2025 meeting were approved by the Board.

EXECUTIVE DIRECTOR'S REPORT

Mr. Brooks stated that everybody has a copy of his report. Mr. Brooks stated that it has certainly been very dry causing the Authority to make significant releases in the Raritan and Manasquan systems over the past three months.

Mr. Brooks stated that in Clinton, precipitation was below average in each month for June through November, with a combined deficit of over 10 inches during that time period.

Mr. Brooks stated that Manasquan had higher precipitation levels, but still less than average, with an overall deficit of 2.75 inches from June to November. Mr. Brooks noted that Mr. Gates and Mr. Colasurdo would provide more information on reservoir levels in the reports for Raritan and Manasquan.

Mr. Brooks noted that no new checks have been received from FEMA from the BRIC grant related to the Spruce Run Grouting Project, and that the last check was received on September 15. Mr. Brooks also noted that notification was received that the New Jersey OEM has recommended that FEMA issue the next check. Mr. Brooks stated that the total reimbursements remain unchanged from the last report at \$4.1M out of \$22.5M. Mr. Brooks offered to answer any questions.

COMMUNICATION/CORRESPONDENCE

Mr. Brooks stated that there were no items of communication or correspondence.

UNFINISHED BUSINESS

Mr. Colasurdo reported on the Manasquan Reservoir System. Mr. Colasurdo stated that as of today, the reservoir level is at 69.46 percent of its storage capacity, with a net storage increase of 4.7 percent for the month of November. Mr. Colasurdo noted that while the reservoir is 18.57 percent fuller

than this time last year, the reservoir remains 17 percent below the historic average.

Mr. Colasurdo stated that on November 14, 2025, the minimum passing flow was reduced from 8 MGD to 6 MGD as a result of the drought watch declaration.

Mr. Colasurdo reported on the Manasquan Water Treatment Plant/Transmission System. Mr. Colasurdo stated that operations have been normal. Mr. Colasurdo noted that the last six quarters of PFAS compliance sampling of the finished water was all non-detect or well below the proposed maximum contaminant limits.

Mr. Colasurdo provided an update on the project pertaining to contract C25017. Mr. Colasurdo stated that on November 12, Longo Mechanical removed Filtered Water Pump 1 and expects it to remain out of service for 14 weeks while they rebuild the wet end of the pump.

Mr. Gates reported on the Raritan Basin System. Mr. Gates stated that although there has been some spotty precipitation over the last few weeks, it has not been enough to counteract the dry summer and fall. Currently the drought watch condition that was announced on October 1 is still in effect and NJDEP will be holding a public hearing on December 4 to solicit input on a potential declaration of a drought warning condition. Mr. Gates stated that current releases are 25 MGD, coming from Spruce Run. Spruce Run is at 34.1 percent capacity and Round Valley is at 87.6 percent capacity, for a combined system capacity of 78.7 percent. This is 9.5 percent lower than the historic average for this date, and 1.5 percent lower than this date last year.

Mr. Gates stated that as indicated in the written report, Authority staff has converted elevation data for the reservoirs and related structures and instruments from the older National Geodetic Vertical Datum of 1929 to the more accurate and current standard, the North American Vertical Datum of 1988. Mr. Gates noted that this does not represent a change in physical elevation. The NGVD29 model assumed that the reference mean sea level was uniform across the continent. This is now known not to be true and the NAVD88 model uses a fixed reference elevation located in Canada and corrects for differences in ocean surface topography due to tides, gravity, local conditions, and wind. Mr. Gates noted that the public facing Authority Operations Reports for the Raritan System are now presented in the new datum and anyone comparing data as of November 19, 2025, to data

from before that date should be aware of the discontinuity resulting from the -0.8-foot shift in elevation.

Mr. Gates stated that canal operations are normal for this time of year with staff continuing routine maintenance activities.

Mr. Gates provided a capital project update on the Spruce Run Administration Building Water Tank Replacement. Mr. Gates stated that the Contractor has installed the new permanent water storage tanks and reduced pressure zone backflow prevention device. The tanks have been disinfected and refilled and samples collected for bacteriological testing prior to placing them into service, hopefully later this week.

Mr. Gates provided an update on the former Mercer County Workhouse Quarry Railroad Bridge at Station 523+80. Mr. Gates stated that after discussion with the State Historic Preservation Office regarding an emergency authorization, Authority D&R Canal staff removed a portion of the bridge structure that had partially collapsed into the waterway. It was staff's belief that full collapse was imminent and may have resulted in a water supply emergency. On Friday, November 21, the cultural resources subconsultant to the Authority-procured engineering consultant performed documentation of existing conditions in support of reporting required by the State Historic Preservation Office emergency authorization. On Monday, November 24, Authority staff removed the timber portion of the bridge, consisting of the right half of the structure (facing downcanal). Staff attempted to leave the right abutment undisturbed, but it was determined to be unsafe, and staff reached out to Historic Preservation Office representatives for consensus on its removal. While waiting for the reply, the abutment detached from the right bank and fully collapsed into the canal prism. This was ultimately removed from the waterway, piled adjacent to the multi-use trail, and fenced off for further documentation and evaluation prior to disposal. Mr. Gates offered to answer any questions.

Ms. Desko reported on the Watershed Protection Program. Ms. Desko stated that everyone has a copy of her report. Ms. Desko stated that Watershed staff have been meeting with representatives from municipalities and Hunterdon County to discuss the Spruce Run/Mulhockaway Creek Watershed Restoration and Protection Plan. Ms. Desko explained that these meetings have been to solicit comments on the plan and gather information

about water-related issues within these municipalities. Ms. Desko noted that Watershed staff also discussed implementation of the plan moving forward and have notified the municipalities of funding opportunities they can pursue.

Ms. Desko stated that after submission of her report, the Authority was notified of acceptance for publication in the journal *Heliyon* for the peer-reviewed article entitled: Downstream Transport of Cyanobacteria in New Jersey's Raritan River Basin. The primary author is Senior Watershed Protection Specialist Kyle Clonan. Ms. Desko noted that this article is one of the outputs of the multi-year collaborative study between the Authority, USGS, NJDEP, and Montclair State University that monitored water quality, including nutrients, flows, in-situ monitoring, phytoplankton assemblage, and cyanotoxins across eight locations within the Raritan Basin from 20 discrete sampling events. Ms. Desko further noted that the journal article will be published sometime in 2026; however, the "in press" version will be available online later this month and that the full data release from this study was published on USGS's website in late August. Ms. Desko offered to answer any questions.

NEW BUSINESS

Mr. Gates provided the background information on the resolution authorizing the award of a construction contract for Electrical Testing and Maintenance at the South Branch Pumping Station 512 River Road, Annandale (Clinton Township), Hunterdon County, New Jersey, WSA-C26010.

Mr. Gates stated that the South Branch Pumping Station, located on the South Branch of the Raritan River in the Hamden section of Clinton Township, is a vital part of the overall Raritan Water Supply System and is used to pump water from the South Branch to Round Valley Reservoir.

Mr. Gates explained that it is standard practice, before a pumping program, for the Authority to engage the services of a certified testing agency for inspection, testing, and preventive maintenance on the high-voltage electrical equipment at the pump station. Mr. Gates stated that this work is necessary for function, personnel safety, and fire safety.

Mr. Gates noted that bids were advertised in accordance with Authority policy and procedures, with two bids being timely received at a public bid opening on November 13, 2025. Mr. Gates stated that Authority staff reviewed the low bid submitted by North Central Electric, Inc. of Hulmeville, Pennsylvania, and found the bid to be legally and technically responsive.

Mr. Gates stated that Authority staff recommends the award of a construction contract to North Central Electric, Inc. of Hulmeville, Pennsylvania, for a lump sum and unit price cost not to exceed \$181,345.00, and that an appropriate Resolution has been prepared for Board consideration.

Mr. Iacullo moved the resolution authorizing the Executive Director to enter into a construction contract with North Central Electric, Inc. of Hulmeville, Pennsylvania, to conduct electrical testing and maintenance prior to the startup of 2026 pumping operations at the Authority's South Branch Pumping Station, located in Clinton Township, Hunterdon County, for a lump sum and unit price cost not to exceed \$181,345.00. Mr. Picco seconded the motion. All Authority members approved the resolution.

Mr. Berger provided the background information for the resolution authorizing the award of a Purchase Order for a four-year (48-month) Fair Market Value Lease and Operational Expense per Copy/Print Agreement for the New Jersey Water Supply Authority - Raritan Basin Water Supply System and Manasquan Water Supply System.

Mr. Berger stated that the New Jersey Water Supply Authority has a total of seven multi-functional copy devices at its facilities in the New Jersey Water Supply Authority - Raritan Basin Water Supply System and Manasquan Water Supply System. Mr. Berger noted that these devices are currently under a consolidated four-year Fair Market Value lease and operational expense per copy/print agreement with Ricoh USA, Inc., of Philadelphia, Pennsylvania. The current lease expires on December 31, 2025.

Mr. Berger noted that Authority staff requested and received a quotation from Ricoh USA, Inc. under the appropriate New Jersey State NASPO Contract. The Fair Market Value lease cost is \$1,060.00 per month for a total of seven multi-

functional copy machines. The four-year total lease cost is \$50,880.00. Mr. Berger noted that there is an additional operating expense cost for each copy or print. The black & white copy/print cost is \$0.0064 and the color copy/print cost is \$0.0529. Based on current usage and future use estimations, the per copy/print cost for all seven machines is \$650.00 per month for a four-year total cost of \$31,200.00.

Mr. Berger stated that Authority staff reviewed the list of proposed equipment and determined that the equipment meets the operational needs of the Authority and that Authority staff recommends that the Authority issue a Purchase Order in the amount of \$82,080.00 to Ricoh USA, Inc. of Philadelphia, Pennsylvania for a four-year Fair Market Value Lease and Operational Expense per copy/print Agreement for the New Jersey Water Supply Authority - Raritan Basin Water Supply System and Manasquan Water Supply System. Mr. Berger stated that an appropriate Resolution has been prepared for Board consideration.

Mr. Havens moved the resolution authorizing the Executive Director to issue a Purchase Order in the amount of \$82,080.00 to Ricoh USA, Inc. of Philadelphia, Pennsylvania for a four-year (48-month) Fair Market Value Lease including service, supplies and per copy/print operating expenses contract for the New Jersey Water Supply Authority - Raritan Basin Water Supply System and Manasquan Water Supply System. Mr. Picco seconded the motion. All Authority members approved the resolution.

Mr. Picco provided the background information for the resolution authorizing the award of a contract to conduct the Annual Fiscal Audit for the fiscal year ending June 30, 2026.

Mr. Picco moved the resolution authorizing the Executive Director to enter into a contract with Mercadien, P.C. of Hamilton, New Jersey to conduct a financial audit of its records and accounts for the fiscal year ending June 30, 2026, perform Arbitrage Rebate Calculations, conduct the Single Audit as necessary, and issue Agreed-Upon Procedures for a fee not to exceed \$63,345. Mr. Iacullo seconded the motion. All Authority members approved the resolution.

Mr. Picco provided the background information on the resolution accepting the audit prepared by Mercadien, P.C., Certified Public Accountants, for the year ended June 30, 2025.

Mr. Picco stated that a meeting was held earlier today with the Authority's accountants and that it was the annual presentation of the audit results. Mr. Picco stated that the Authority received a clean, unmodified opinion, which means that there were no issues, explanations needed, or changes. Mr. Picco noted that this is particularly good considering the review of federal funds expenditures and compliance under the new government rules. Mr. Picco congratulated the administrative and financial staff.

Mr. Picco stated that the Authority received an unmodified opinion and that the audit should be accepted.

Mr. Havens moved the resolution to accept the Audit Report prepared by Mercadien, P.C. for the Fiscal Year ended June 30, 2025, and that the final report be posted on the Authority's website and distributed to all interested parties. Mr. Picco seconded the motion. All Authority members approved the resolution.

Mr. Havens commended the Authority staff on the work done regarding the Authority's financial status year after year.

Mr. Brooks provided the background information for the resolution to adopt the New Jersey Water Supply Authority Meeting Schedule for 2026. Mr. Brooks stated that this resolution is to adopt the New Jersey Water Supply Authority meeting schedule for 2026. Mr. Brooks stated that it is in accordance with the Open Public Meetings Act requirements. Mr. Brooks noted that the schedule identifies the date and time for the meetings. Meetings may be held virtually or in person. Mr. Brooks noted that dial-in or location information will be provided on the Authority website in advance of the meeting.

Ms. Blew moved the resolution to adopt the New Jersey Water Supply Authority Meeting Schedule for 2026. Mr. Iacullo seconded the motion. All Authority members approved the resolution.

Acting Chair Tedesco stated that the Authority annually elects a Vice Chair, Treasurer, Secretary and Assistant Secretary. The committee members are also annually assigned. Acting Chair Tedesco stated that for 2026, she would like to nominate Steven Picco for Vice Chair, Robert Iacullo for Treasurer, Susan Blew for Secretary, and Ellsworth Havens for

Assistant Secretary. Acting Chair Tedesco stated that if there are no other nominations or discussions from the floor, these four resolutions may be voted as a block. There were none.

Mr. Picco moved the resolutions to elect Steven Picco as Vice Chair, Robert Iacullo as Treasurer, Susan Blew as Secretary, and Ellsworth Havens as Assistant Secretary. Mr. Havens seconded the motion. All Authority members approved the resolution.

Acting Chair Tedesco stated that the proposed committees and their memberships are listed in the resolution for Agenda Item J.

Mr. Picco moved the resolution concerning the appointment of committee members for 2026. Mr. Iacullo seconded the motion. All Authority members approved the resolution

COMMITTEE REPORTS

- (a) Personnel - no report
- (b) Finance - no report
- (c) Audit - Mr. Brooks stated that the Audit Committee met on December 1, 2025 at 1:00 P.M.
- (d) Public Participation - no report
- (e) Capital Projects - no report
- (f) Insurance - no report
- (g) Watershed Lands Acquisition - no report

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSION

There was no need for an Executive Session.

ADJOURN

Ms. Blew moved to adjourn the meeting. Mr. Picco seconded the motion. All Authority members approved the motion. The meeting was adjourned at 2:24 P.M.

I hereby certify this to be a true and original copy of the December 1, 2025 New Jersey Water Supply Authority meeting minutes.

Robin Greg

Robin Greg
Finance & Accounting Analyst