

WESTERN MONMOUTH UTILITIES AUTHORITY

WORKSHOP MEETING

JUNE 11, 2019

Chairman Mendez called the Western Monmouth Utilities Authority's Public meeting to order at 7:00pm. It was announced that pursuant to the Open Public Meeting Act and N.J.S.A. 10:4-6 et seq., adequate notice of this meeting has been sent to the Asbury Park Press, The Home News and Tribune, Clerks of Manalapan and Marlboro Townships, and is posted in the lobby of the Western Monmouth Utilities Authority ("W.M.U.A.")

Upon roll call:

Present: Messrs. McEnery, Mendez and Pernice
Absent: Commissioner Rosen
Also in Attendance: F. Borin, DeCotiis, Fitzpatrick & Cole, LLP
G. Stankiewicz, Accountant
C. Ballard, T&M Associates
M. Musich, Manalapan Township Committeewoman
B. Valentino, C.E.O.
J. Carr, Chief Operating Officer
K. Leatherman, Chief Administrative Officer
A. Finnerty, Authority Clerk

All present cited the Pledge of Allegiance.

Chairman Mendez requested that we remain standing and asked for a moment of silence for the Government workers that were killed in Virginia Beach.

Chairman Mendez asked for any public comment. There was none.

Chairman Mendez asked for any comment regarding the Chief Executive Officers Report.

Brian Valentino, CEO stated that he received new training for the State Homeland Security Conference and Task Force this week that he would like to discuss in executive session. He would like to recognize the retirement of Pierre Van Mater who opted not to have a party. He was with us 15 years. Mr. Valentino stated that we are still continuing our recruiting efforts for the Operator, the Clerks position and the Director of Engineering Services. We are conducting interviews for the clerk and we have received another application for an operator. We sent HR to training for the designated employee representative. Mr. Valentino stated that we have done all the license checks that should be done according to state law. We have another retirement coming on September 1st in the role of OIC in the Maintenance Division. We are reviewing some changes that are coming along in terms of contracts for the Plant employees that have requested contract changes. The Chief Operating Officer would like to update the construction projects.

Jim Carr, the Chief Operating Officer stated that for the next two weeks it is a good time to visit the plant. Chairman Mendez inquired if there were any photos; Mr. Carr stated that he does not have photos for this update. The EQ Tank project is well underway; the contractors began demolishing the reed beds. Chairman Mendez stated that the Olde Silver Tavern and the Reed Beds were demolished in the same week. The Raw Sewage Pump Station has new piping which has been painted as well. The four raw sewage pumps have been installed. They are working on the controls right now and they are repairing the concrete in the wet well. There is only a few weeks left in this project. The Route 79 Pump Station and Force Main project: the sewer main on Brandon Road has been replaced. The contractor has to go back and replace the laterals. The two jack and bore crossings on Route 79 have been completed. The contractor is currently on Route 79 replacing the Forcemain near Bucks lane. We anticipate within the next two weeks that night work will be started, they will have to close a travel lane of the highway. They are meeting with the DOT tomorrow. Chairman Mendez asked what time at night will they be working. Mr. Carr stated that the DOT dictates that and they will know tomorrow. Commissioner Pernice asked if they work through the night. Mr. Carr stated that they will probably work through the night and they have to be off the road by 6AM. Commissioner Pernice asked about the noise level. Chairman Mendez asked if the area was residential. Commissioner Pernice stated that this is a residential area. Mr. Valentino stated that the Marlboro PD pushed the night work. They were not going to let us work in the right of way during daytime hours. Commissioner Pernice asked if the Marlboro Business Administrator will be present at the meeting. Mr. Carr stated that he is unaware if he will be at the meeting. Mr. Valentino stated that a representative from his office will probably be there. Commissioner Pernice stated as long as they are aware of what's going on and they are prepared for the phone calls.

Chairman Mendez continued with the Discussion Items.

- Chairman Mendez asked for any comment regarding Authorizing the Public Hearing to Set the New Connection Fee. Gerry Stankiewicz stated that this is our annual required calculation. We update this every year. Everything is based on data that is available through the finance office. Leslie Warshauer, the Chief Financial Officer prepares the calculation and Gerry Stankiewicz's office verifies the numbers. The purpose of the connection fee is to put new customers on an equal footing with old customers with respect to the authority's investment in the development and capitol assets of the system. The statute has survived legal challenges; they have made modifications to it. And everything we do at the authority is in conformance with the statute. Chairman Mendez asked if the fees have gone up and Mr. Stankiewicz explained the new connection fees. The calculation is simple math; it's a numerator and a denominator. The investment goes on top and the number of EDCU's we treat goes on the bottom. Commissioner Pernice confirmed the difference; he stated that it is lower than last year's increase. Commissioner Pernice stated that we need to confirm that we have at least 3 commissioners in July.
- Chairman Mendez asked for any comment regarding Asset Management (VUEWorks). Jim Carr the Chief Operating Officer stated that this is related to the GIS asset management that we awarded to Maser a few months ago. This is for the purchase of the software that goes along with that project. The most cost effective way to purchase this is through Maser itself. WMUA will own the software, we will own the license for the life of it but we do have to pay a maintenance fee. Chairman Mendez asked Mr. Valentino asked if he had additional information, he did not.

- Chairman Mendez asked for any comment regarding Change Order #1 for the Prestressed Concrete Equalization Tank Improvements. Jim Carr stated that this is related to the Concrete Equalization Basin Project. Part of the project was to remove sludge from the existing EQ Basin and when they were removing sludge the amount of sludge was substantially more than anticipated. In the contract WMUA exceeded the amount of money designated for the sludge removal, we must execute a change order to completely remove all the sludge that is in the basin. Mr. Valentino stated that the total cost of the change order is still within the scope of the budget for the project. Commissioner Pernice stated that at the last meeting Chairman Mendez assigned this to the finance committee. Commissioner Pernice stated that the funds were certified. Commissioner Pernice stated that the sludge removal was underestimated but ultimately could not be assessed till the sludge removal began. Commissioner Pernice stated that it was more cost effective to execute a change order than rebid for sludge removal. Commissioner Pernice stated that Jim Carr noticed that this project bid less than originally anticipated.
- Chairman Mendez asked for any comment regarding the Purchase of a Bobcat Compact Track Loader. This Resolution is not accurate. It actually is a request to participate in a Co-Op State Pricing System which will eventually lead to the purchase of a Bobcat.
- Chairman Mendez asked for any comment regarding the Connection Fee Payment Plan. Katherine Leatherman, Chief Administrative Officer stated that a customer requested a payment plan over the next three years. She has a business on Route 79 and cannot afford to pay for 4 EDCU's which is \$17,200.00 upfront. The township advised her to come to the Authority and ask for a payment plan. Ms. Leatherman stated that we have given connection fee payment plans in the past. Commissioner Pernice stated that this is understandable and confirmed that it will be only three years. She will be paying \$478.00 per month. The Commissioners agreed.
- Chairman Mendez asked for any comment regarding the Internship, effective July 1, 2019. Mr. Valentino stated that the Commissioners authorized three summer internships and this is the last intern that will be starting on July 1, 2019.

RESOLUTIONS:

- 19-72 Authorizing Public Hearing to Set New Connection Fee
- 19-73 Authorizing the Purchase of Asset Management Software (VUEWorks)
- 19-74 Approving Change Order #1 for the Prestressed Concrete Equalization Tank Improvements
- 19-75 Authorizing the Purchase of a Bobcat Compact Track Loader
- 19-76 Authorizing Connection Fee Payment Plan, Project #669
- 19-77 Approving Paid Internship of Noah Brown, effective July 1, 2019

Chairman Mendez asked for a motion for Resolution 19-72. Commissioner Pernice moved, seconded by Chairman Mendez, the vote was as follows:

AYES:	Messrs. McEnery, Mendez and Pernice
NAYS:	None
ABSTENTIONS:	None
ABSENT:	Commissioner Rosen

Chairman Mendez asked for a motion for Resolution 19-73. Commissioner McEnergy moved, seconded by Commissioner Pernice, the vote was as follows:

AYES: Messrs. McEnergy, Mendez and Pernice
NAYS: None
ABSTENTIONS: None
ABSENT: Commissioner Rosen

Chairman Mendez asked for a motion for Resolution 19-74. Commissioner Pernice moved, seconded by Commissioner McEnergy. The vote was as follows:

AYES: Messrs. McEnergy, Mendez and Pernice
NAYS: None
ABSTENTIONS: None
ABSENT: Commissioner Rosen

Chairman Mendez asked for a motion for Resolution 19-75. Commissioner McEnergy moved, seconded by Commissioner Pernice. The vote was as follows:

AYES: Messrs. McEnergy, Mendez and Pernice
NAYS: None
ABSTENTIONS: None
ABSENT: Commissioner Rosen

Chairman Mendez asked for a motion for Resolution 19-76. Commissioner McEnergy moved, seconded by Commissioner Pernice. The vote was as follows:

AYES: Messrs. McEnergy, Mendez and Pernice
NAYS: None
ABSTENTIONS: None
ABSENT: Commissioner Rosen

Chairman Mendez asked for a motion for Resolution 19-77. Commissioner Pernice moved, seconded by Chairman Mendez. The vote was as follows:

AYES: Messrs. McEnergy, Mendez and Pernice
NAYS: None
ABSTENTIONS: None
ABSENT: Commissioner Rosen

Consent Agenda Resolutions:

- 19-78 Memorializing an Energy Reverse Auction for Electricity & Natural Gas with EMEX
- 19-79 Authorizing the Chief Administrative Officer to Prepare an RFP, Advertise and Receive Proposals for the Upgrade of the WMUA Website

Chairman Mendez stated he would like to have a vote on the **Consent Agenda**. Chairman Mendez asked for a motion for Resolution 19-78 and 19-79. Commissioner Pernice moved, seconded by Commissioner McEnergy, the vote was as follows:

AYES: Messrs. McEnery, Mendez and Pernice
NAYS: None
ABSTENTIONS: None
ABSENT: Commissioner Rosen

Chairman Mendez asked if there were any comments on the bill list. Chairman Mendez asked for a motion on the bill list. Commissioner Pernice moved, seconded by Chairman Mendez. All present voted aye.

Chairman Mendez asked if there was any other Authority Business.

Chairman Mendez stated he would like to praise the WMUA crew that attended Manalapan Day. In addition to having a wonderful day interacting with our public, our crew saved a woman who was having difficulty and nearly passed out. Our crew acted quickly, sat her down and assisted her in getting her water and oxygen. Mr. Valentino stated that he heard another person was having issues and our crew stepped in and assisted again. Chairman Mendez stated that they did an awesome job as he spent the day with them. Commissioner Pernice stated that he attended Manalapan Day for the third year. In addition to our crew doing an excellent job, he stated that Manalapan Day overall was great. He stated that Manalapan does an outstanding job and it runs very smoothly! Chairman Mendez pointed out that a spread sheet was provided to each Commissioner regarding the vehicles.

At 7:27PM, Chairman Mendez asked for a motion for Resolution 19-80; Authorizing the Commissioners to go into Closed Session for the purpose of Negotiations and Plant Security and they *will not* Return to Public Session. Commissioner Pernice moved, seconded by Chairman Mendez, all present voted aye.

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