

WESTERN MONMOUTH UTILITIES AUTHORITY

WORKSHOP & PUBLIC MEETING

JULY 16, 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 B. Valentino, C.E.O. J. Carr, Chief Operating Officer L. Warshauer, Chief Financial Officer K. Leatherman, Chief Administrative Officer A. Finnerty, Authority Clerk Michelle Wilcox, Court Stenographer

All present cited the Pledge of Allegiance.

Chairman Mendez requested that everybody remain standing in silence after the Pledge of Allegiance. Chairman Mendez asked for everyone to remain silent to honor Timothy Gillen of CME who passed away suddenly on July 9, 2019.

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

Chairman Mendez turned the meeting over to Frank Borin of DeCotiis, Fitzpatrick & Cole, LLP for the Connection Fee Hearing.

At 7:01pm, Frank Borin, Authority Attorney opened the Connection Fee Hearing for 2019/2020. Please refer to the transcript for the details of the hearing.

The Connection Fee Hearing ended at 7:20pm.

Chairman Mendez asked for a motion for Resolution 19-84; Approving the New Connection Fee, Commissioner Pernice moved, seconded by Commissioner McEnery. The vote was as follows:

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

Chairman Mendez asked for any comment regarding the Chief Executive Officer's Report.

Brian J. Valentino, CEO stated that he has a number of items for Executive Session. He asked the Commissioners to refer to the Strategic Plan updates he left on the dais for them. He deferred to Jim Carr, Chief Operating Officer for the project updates. Mr. Carr stated that he has updated pictures of the projects cycling on the screen for the Commissioners to observe. The first project is the raw sewage pump station. All four pumps have been installed and turned on. The contractor is making slight adjustments. They have been running for about two weeks. We are going to start the final acceptance test within two to three days from now. The Project should be wrapped up in a couple of weeks. The EQ tank is empty, all the sludge has been removed, and the liner has been removed. The contractor has demolished the entire north section of the reed beds. He is currently excavating for the new tank and putting the excavated material in the old EQ basin. There is a picture of Brandon Road, part of the working regarding Route 79; the sewer main being replaced and the road being base paved. The contractor's subcontractor was video inspecting and cleaning the new sewer line. Basically all of the work on Brandon Road has been done except for final paving and if they see any defects in the pipe during video inspection they will repair it. The contractor is now working its way from Vanderburg Road up to School Road. Beginning Monday they will be transitioning to night work. This night work should be for only three nights. Mr. Carr had a meeting this morning with Marlboro Township, the police, the contractor, the DOT and CME. Notices have been given to all the residences and businesses. The town offices are aware of the night work. If anything happens, the night work will be extended. Commissioner Pernice asked what the time frame will be. Mr. Carr stated that it will be from 8PM till 6AM. During the night work a detour of School Road will be in place; the Police will be maintaining two way traffic on the highway. Commissioner Pernice asked about the noise level. Mr. Carr stated that the noise level will be the same. He stated that during the night the noise level travels further at night. In the immediate area, there are only businesses, one block in is residential. Today they started the directional drill under the brook. Last month, Mr. Carr stated that he briefly discussed the conflict with the gas main. That issue has been resolved and will not require a change order. The new project that is about to start is the Texas Road Air Release Manhole Project. Chairman Mendez thanked Mr. Carr for the project report update.

Mr. Valentino requested the Chief Financial Officer, Leslie Warshauer to give a brief review about the budget process that we will follow for this year. Ms. Warshauer stated that it will probably not be much different than in previous years. She stated that she will request that the managers from the various departments have a meeting and find out what they are planning for the future. Ms. Warshauer stated that she will advise them how we have done for the year; the current expenditures and future expenditures. This process usually begins in the middle of August. Mr. Valentino thanked Ms. Warshauer.

Chairman Mendez continued with the Discussion Items.

- Chairman Mendez asked for any comment regarding the hiring of Timothy Fabian for operations. Mr. Valentino stated that we have one final opening in the operations division

for the treatment plant. Many people were interviewed, but none met our requirements. Mr. Fabian has some of the licensure required. This will be the last hire we need in this department.

- Chairman Mendez asked for any comment regarding the hiring of Jennifer Rivera as the junior operations and maintenance clerk. Mr. Valentino stated that we interviewed many people for the operations and maintenance clerk. This is a new position that will be both clerical support position for the COO. As well as the clerk for the asset management program. Jennifer Rivera is currently the Administration Administrator at the Pemberton Township MUA which is to be dissolved by Pemberton Townships governing body. She is highly qualified, an academy graduate and has experience.
- Chairman Mendez asked for any comment regarding the salary increase for Rachael Brandt for successfully passing the SHRM Exam. Mr. Valentino stated that pursuant to her offer letter which is in the Agenda packet, our confidential assistant and human resources officer Rachael Brandt passed her certification test and is now eligible for a \$2500.00 salary increase.

RESOLUTIONS:

- 19-85 Hiring Timothy Fabian as an Operator effective August 5, 2019
- 19-86 Hiring Jennifer Rivera as the Junior Operations and Maintenance Clerk, effective August 5, 2019
- 19-87 Authorizing a Salary Increase for Rachael Brandt, for Successfully Passing the (SHRM-SCP) SHRM Senior Certified Professional Examination

Chairman Mendez asked for a motion for Resolution 19-85. 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 19-86. 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 19-87. 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

Consent Agenda Resolutions:

19-88 Approving Minutes of June 11, 2019

19-89 Approving Minutes of June 25, 2019

Chairman Mendez stated he would like to have a vote on the **Consent Agenda**. Chairman Mendez asked for a motion for Resolution 19-88 and 19-89. 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 if there were any comments on the bill list. Chairman Mendez asked for a motion on the bill list. Commissioner Pernice moved, seconded by Commissioner McEnergy. All present voted aye.

Chairman Mendez asked if there was any other Authority Business. There was none.

At 7:32PM, Chairman Mendez asked for a motion for Resolution 19-90; Authorizing the Commissioners to go into Closed Session and they *will not* return to Public Session. Commissioner Pernice moved, seconded by Commissioner McEnergy. All present voted aye.

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