

WESTERN MONMOUTH UTILITIES AUTHORITY

WORKSHOP MEETING

January 9th, 2018

Commissioner Pernice called the Western Monmouth Utilities Authority's Public meeting to order at 7:03pm. 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. Mendez, Pernice and Rosen
Absent:	Chairman McEnergy (ON THE PHONE AT 7:20PM)
Also in Attendance:	F. Borin, DeCotiis, Fitzpatrick & Cole, LLP
	G. Stankiewicz, Auditor
	T. Gillen, CME Associates
	M. Dziubeck, CME Associates
	R. Santos, T&M Associates
	C. Ballard, T&M Associates
	B. Valentino, Executive Director (arrived @ 7:08pm)
	J. Carr, Manager of Engineering Services
	K. Leatherman, General Manager
	A. Finnerty, Authority Clerk

All present cited the Pledge of Allegiance.

Commissioner Pernice asked if there was any public comment.

Brian Valentino stated we have a couple of situations in the plant that we are dealing with. One situation involves tampering with the overtime scheduling report. He thinks that the tampering is done in order to drive some overtime to a fellow employee. The report location has been moved and is now on camera. Mr. Valentino stated that warning letters have been sent to the entire staff informing them that tampering with public records is a fire able offense under Authority polices! Mr. Valentino also stated they are in big trouble if he finds out who did it. Commissioner Rosen asked if this was a digital time clock. Mr. Valentino stated that signing up for scheduled overtime is different. Our contract states that the employees who have the least amount of overtime in the last cycle have the first option, this way everybody gets a fair shot. The entire system works on a method of good will; the honor system.

Brian Valentino stated that Jim Carr has some things to discuss in Executive Session.

Commissioner Mendez asked if the subzero weather affected our operations in any way. Mr. Valentino stated that nothing affected us negatively other that it is a little harder to get around. Commissioner Mendez asked if any of our employees were utilized for snow removal in

Marlboro. Mr. Valentino stated that we were asked for help during the storm and we received a Thank you letter from the Administrator of Marlboro.

Commissioner Pernice proceeded with the meeting.

- Commissioner Pernice asked for comment regarding the Minutes of November 28, 2017. No comments on the November minutes.
- Commissioner Pernice asked for any comment regarding the Minutes of December 19, 2017. Commissioner Pernice apologized for not attending the meeting.
- Commissioner Pernice stated that we will contact Chairman McEnery before we discuss the meeting schedule. Commissioner Pernice stated that we will wait for Chairman McEnery to discuss the meeting schedule. Commissioner Pernice stated that he would like to change the September meeting to September 25th, 2018.
- Commissioner Pernice asked for any comment on the Change Order #1 for the Pump Station Rehabilitation Project with Coppola Services. Commissioner Pernice confirmed that this was not a final payment and just a change order. Mike Dziubeck stated that this is a negative change order for \$300.00.
- Commissioner Pernice asked for any comment regarding the Shared Services Agreement for the Confined Space Rescue Team. Mr. Valentino stated that this is our renewal of our Shared Service agreement from last year with Marlboro to provide them with Confined Space Rescue Team Services. We will be there for them in case of emergency and rather than worry about billing them for our time, they will purchase \$2,500.00 worth of equipment yearly whether they need our services or not.
- Commissioner Pernice asked for any comment on the reduction of the Performance Bond and Cash Surety for Michael Holden, Project #537. Christine Ballard stated that this is a 2 lot subdivision that has been completed. All the work has been completed with the exception of a CO inspection for one of the main laterals. They are recommending that they reduce the bond about 80%. Ms. Leatherman stated that they also owe the Authority a connection fee and we are not going to release any money for at least 3 months. The house has been built.
- Commissioner Pernice asked for any comment on the Budget Transfers. Commissioner Pernice stated that these are yearly budget transfers. Leslie will prepare them for the next meeting.

Commissioner Pernice asked if there were any other questions, and stated that we are going to move right to Resolutions.

- 17-142 Approving the Minutes of November 28, 2017
- 17-143 Approving the Minutes of December 19, 2017
- 17-144 Authorizing the Meeting Schedule for 2018 – 2019
- 17-145 Authorizing Change Order #1 for the Pump Station Rehabilitation for Coppola Services
- 17-146 Authorizing the Extension of a Shared Services Agreement between the WMUA and the Township of Marlboro to Provide Confined Space Rescue Team Services

17-147 Authorizing Reduction in Performance Bond and Cash Surety for Michael Holden, Project #537

Commissioner Pernice asked for a motion for Resolutions #17-142, 17-145 thru 17-147. Commissioner Rosen moved seconded by Commissioner Mendez. The vote was as follows:

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

Commissioner Pernice asked for a motion for Resolution #17-143. Commissioner Mendez moved seconded by Commissioner Rosen. The vote was as follows:

AYES: Messrs.' Mendez and Rosen
NAYS: None
ABSENT: Commissioner McENERY
ABSTENTIONS: Commissioner Pernice

Commissioner Pernice asked if there were any other Authority Business. Commissioner Rosen stated that he has a conflict for February 13th, 2018 regarding the Re-organization meeting. Ms. Leatherman stated that we can have Re-organization meeting on February 6th, 2018. Commissioner Pernice stated that we will wait for Chairman McENERY before we decide on the meeting date. Ms. Leatherman stated that it would be better if all the Commissioners attend the Re-org meeting.

Brian Valentino stated he would like to call Tim Gillen to the dais. Unfortunately he was unable to attend the Employee Recognition luncheon. Mr. Valentino stated he would like to award the Grand Cordon Citation to Timothy Gillen. Every year at the luncheon we award metals and honors. The highest award that is given is the Grand Cordon Citation. The medal is awarded for long and distinguished service as authority consulting engineer, and for his professionalism and expertise. The entire meeting congratulated Tim Gillen. Mr. Valentino stated that the Authority would not be what it is today if it were not for Mr. Gillen. Everybody applauded! Pictures were taken for the WMUA Facebook page.

Ms. Leatherman called Chairman McENERY and put him on speaker phone so that he can vote on the meeting schedule. Commissioner Pernice stated that we would like to move the September 25th meeting to September 24th, on a Monday. Chairman McENERY stated that this is fine. Commissioner Pernice stated that we would like to move the February 13th, meeting to February 6th, 2018. Chairman McENERY agreed to that as well. Commissioner Pernice stated we will vote on the meeting schedule resolution.

Commissioner Pernice asked for a motion for Resolution #17-144 amending 2 meeting dates. Commissioner Rosen moved seconded by Commissioner Mendez. The vote was as follows:

AYES: Messrs.' McENERY, Mendez, Pernice and Rosen
NAYS: None
ABSENT: None
ABSTENTIONS: None

Commissioner Pernice wanted to mention the garage doors in the collection garage. He said he happen to drive into the plant and noticed that a couple of them were damaged.

Commissioner Pernice asked if there were any comments on the bill list. Commissioner Pernice asked about the changing of engine oil for Mobile 55. Ms. Leatherman stated this was an oil change for a truck. Commissioner Rosen moved the bill list, seconded by Commissioner Mendez. All present voted aye.

At 7:24pm Commissioner Pernice stated that they will move into Closed Session and asked for a motion for Resolution #17-148; Authorizing the Commissioners to go into Closed Session for the Purpose of Discussing Litigation and/or Personnel and negotiations and they will not return to Public Session. Commissioner Mendez moved, seconded by Commissioner Rosen. All present voted aye.

Commissioner Pernice stated that the next meeting was January 23rd, 2018.

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