

WESTERN MONMOUTH UTILITIES AUTHORITY

WORKSHOP & PUBLIC MEETING

September 24, 2018

Chairman Pernice called the Western Monmouth Utilities Authority's Public meeting to order at 7:02pm. 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. McEnergy, Mendez, Pernice and Rosen  
Absent: Brian Valentino, CEO of WMUA  
Also in Attendance: K. Kinsella, DeCotiis, Fitzpatrick & Cole, LLP  
G. Stankiewicz, Auditor  
J. Carr, Chief Operating Officer  
R. Smith, Deputy Executive Director  
R. Brandt, Confidential Assistant, HR Officer  
K. Leatherman, Chief Administrative Officer  
A. Finnerty, Authority Clerk  
G. McEnergy

All present cited the Pledge of Allegiance.

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

Chairman Pernice asked for any comment regarding the Executive Directors Report.

Robert Smith, Deputy Executive Director spoke on behalf of the Chief Executive Officer, Brian Valentino. Mr. Smith wanted to state that the budget process has begun. They had the first meeting already. The meeting schedule is as follows: September 25<sup>th</sup>, October 9<sup>th</sup>, and October 16<sup>th</sup>. The budget will go to the commissioners on October 24<sup>th</sup>. On November 28<sup>th</sup>, the budget will be introduced and on January 22<sup>nd</sup>, 2019 the budget will be adopted. Chairman Pernice requested that this information be emailed to the Commissioners. The finance department is currently working on the calculation of salaries, PTO vacation time, health benefits and dental benefits. Department expenses will be based on the plant reorganization which occurred at the last meeting, this will affect the comparison to the previous year. The prior will not be recast based on the personnel changes. We are also in the process of preparing debt service associated fees, scheduled and capital out lays, some of these amounts will not be determined until the cost of the EQ basin and construction is reevaluated. Robert Smith stated that Katherine Leatherman is working on the administration aspect of the budget. Commissioner Rosen confirmed the date that the Commissioners will receive the budget which will be October 24<sup>th</sup>. Mr. Smith stated the 24<sup>th</sup> of October which is a day after the next meeting. Ms. Leatherman stated

that perhaps the incorrect day was stated. The budget will be given to the Commissioners on October 23<sup>rd</sup>. Mr. Smith stated that we he will be the acting Executive Director while Brian is away next week. Ms. Leatherman stated that we only have one meeting in November.

Chairman Pernice stated that we have only four Resolutions on the consent Agenda which he would like to read individually. He would like to acknowledge the four persons that are retiring; Matt McCann, Charles Patterson, Wayne French and Robert Smith. He thanked everybody for their service to the WMUA. Commissioner Mendez thanked Robert Smith for his dedication to the Authority.

Chairman Pernice asked for a motion on the Consent Agenda for Resolutions 18-115 through 18-118. Commissioner McEnery moved, seconded by Commissioner Rosen, the vote was as follows:

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

- 18-115 Acknowledging 17 Years of Service and to Congratulate Matt McCann on His Impending Retirement
- 18-116 Acknowledging 28 Years of Service and to Congratulate Charles Patterson on His Impending Retirement
- 18-117 Acknowledging 30 Years of Service and to Congratulate Wayne French on His Impending Retirement
- 18-118 Acknowledging 40 Years of Service and to Congratulate Robert Smith on His Impending Retirement

Chairman Pernice proceeded with the meeting and moved on to Discussion.

- Chairman Pernice asked for any comment regarding the Use of State Contract for Garage Doors from Jammer Doors, State Contract #82594. Chairman Pernice asked if these are the garage doors that get damaged a lot and we are constantly replacing. Jim Carr stated that these are for building 1 which is the storage room.
- Chairman Pernice asked for any comment regarding the Dismissal of an Employee, Jeff S. Wallace from Service at the WMUA. The employee has been RICE'd and will be effective upon the passage of this resolution

Chairman Pernice asked for a motion for each of the following Resolutions:

- 18-119 Authorizing the Use of State Contract for Garage Doors from Jammer Doors, State Contact #82594
- 18-120 Dismissing an Employee from Service at the WMUA

Chairman Pernice asked for a motion for Resolution 18-119, Commissioner Mendez moved, seconded by Commissioner Rosen. The vote was as follows:

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

Chairman Pernice asked for a motion for Resolution 18-120, Commissioner Mendez moved, seconded by Commissioner Rosen. The vote was as follows:

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

Chairman Pernice asked if there were any comments on the bill list. Chairman Pernice asked about the \$25,000.00 payment to the post office. Ms. Leatherman stated that that this is prepaid expense for the year. Commissioner Mendez moved, seconded by Commissioner Rosen. All present voted aye.

Chairman Pernice asked if there is any other Authority Business.

Jim Carr stated that we have 3 new employees that started this month and they are working out very well. Commissioner Mendez asked which department, Mr. Carr stated maintenance.

Robert Smith stated that he has one request. Located in the back of the plant we have a generator that is surplus and he would like the authority to donate the generator to the fire department because they are building a new building. Chairman Pernice asked if this is a generator that we use for emergencies. Mr. Smith stated that this was at the Lloyd Road Pump Station and it has been sitting in the surplus pile for 5 years. Chairman Pernice stated that he should consult with the CEO, Brian Valentino of the WMUA. Commissioner Mendez asked if this was the fire district of the fire company. Mr. Smith stated that this is the fire district. Mr. Stankiewicz stated that this is allowable, it is an intergovernmental transfer. Mr. Stankiewicz stated that we should pass a quick and simple resolution. Chairman Pernice asked that they discuss this with Mr. Valentino.

Mr. Stankiewicz stated that he is just trying to verify the debt service. The budget document might be more difficult this year.

Chairman Pernice stated that this past Sunday was Marlboro Day. The WMUA was present and our location was not as visible. He thanked the employees for demonstrating. He stated that Jim Carr's staff and team are great and really like sharing their knowledge about the WMUA.

Chairman Pernice stated that our next two meetings are Tuesday, October 9<sup>th</sup>, 2018 and October 23<sup>rd</sup>, 2018.

At 7:20PM, Chairman Pernice stated that he will adjourn the meeting. Commissioner Mendez moved to adjourn the meeting, seconded by Commissioner Rosen. All present voted aye.

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