

WESTERN MONMOUTH UTILITIES AUTHORITY

PUBLIC MEETING

March 28, 2017

Chairman McEnery called the Western Monmouth Utilities Authority's Public meeting to order at 7:01pm. 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 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, Pernice and Rosen
Absent:	None
Also in Attendance:	F. Borin, DeCotiis, Fitzpatrick & Cole, LLP T. Gillen, CME Associates M. Dziubeck, CME Associates K. Henderson, T&M Associates G. Stankiewicz, Auditor B. Valentino, Executive Director J. Carr, Manager of Engineering Services R. Smith, Facilities Manager K. Leatherman, General Manager A. Finnerty, Authority Clerk J. Ploskonka, Concept Engineering

All present cited the Pledge of Allegiance.

Chairman McEnery asked if there was any public comment.

John Ploskonka from Concept Engineering stated that he is attending this meeting in regard to his Project #599, 631 Associates.

Chairman McEnery asked if there was any comment regarding the Executive Directors Report.

Brian Valentino stated that he had a few items for Executive Session. He has 2 items for the public as management information; the spring management conference for the AEA was moved until the end of April because of the snow storm. All the awards and presentations will be at the end of the month. The other item is the NJ Infrastructure Trust program has named our 5 pump station rehabilitation project as the State NJEIT project of the week. Commissioner Rosen asked what exactly does this do for the Authority. Mr. Valentino stated that they look for the singular best program in the state, so we were named.

Chairman McEnery stated that they will move into Closed Session at 7:05PM and asked for a motion for Resolution #17-52; Authorizing the Commissioners to go into Closed Session for the Purpose of Discussing Litigation and/or Personnel and they will return to Public Session. Commissioner Rosen moved, seconded by Commissioner Mendez. All present voted aye.

The Commissioners returned from Closed Session at 7:59PM.

Chairman McEnery proceeded with the meeting.

- Chairman McEnery asked for comment regarding the Minutes of February 13th, 2017. There was none.
- Chairman McEnery asked for any comment regarding Authorizing the Developers Agreement for Countryside Developers, Inc., Project #608. Tim Gillen stated that the original developer was Buckley Manor and requested a name change in the developer to Countryside Developers Inc. Mr. Gillen stated he doesn't think that it will really impact our original approvals. Frank Borin stated that we do not need to create another Resolution for the new name or alter the approval.
- Chairman McEnery asked for any comment regarding Authorizing the purchase of a 2017 Ford F250 Extended Cab from Cherry Hill Winner Ford, State Contract #A88726. Brian Valentino stated that this was in the capital budget for this year and part of our fleet upgrade. We will retire an older vehicle.
- Chairman McEnery asked for any comment regarding Granting Approval to Camelot West at Marlboro, Project #622. Tim Gillen stated that the project consists of 50 townhomes, 200 apartments, and pool with backwash filter, clubhouse and maintenance building. CME requested that they do a capacity analysis for the down gradient including potential flow to the Greenwood Pump Station. They did the analysis based on potential for an additional 150 affordable housing units to be built on adjoining properties by the municipality. CME stated that everything is good to go.
- Chairman McEnery asked for any comment regarding the customer request to remove interest. Katherine Leatherman stated that she removed \$100.00 worth of interest which is the maximum she can remove. The customer requested to remove an additional \$1000.00 worth of interest because the billing went to spam. The Commissioners declined and will not remove the interest.
- Chairman McEnery asked for any comment regarding the Executive Director to Execute Special Duty Assignment Agreement for Police Officers in Marlboro Township. Brian Valentino stated that the Commissioners have already given him authority to sign agreements such as these but he wanted to make the Commissioners aware because it was one of our member municipalities. The police rate has gone up.
- Chairman McEnery asked for any comment regarding Authorizing CME Associates to Prepare Plans and Specifications, Advertise and Receive Bids for the Greenwood Road Force Main. Jim Carr stated that we have a capital plan that includes replacing the Greenwood Force Main next year. The Authority received notice from the town that they were going to pave the road that this

force main is in and we spoke to the town which agreed to hold off their paving project until the end of the summer so that we can replace the force main. If we don't replace the force main before the paving project then we will have to wait 5 years. It was already under design. Tim Gillen stated that the gas company will be out there installing gas mains as well. CME is trying to coordinate with everybody regarding this project.

- Chairman McEnery asked for any comments regarding Authorizing the General Manager to Prepare Plans and Specifications, Advertise and Receive Bids for Fuel Oil Polishing. Katherine Leatherman stated that the state made us move the storage tanks for fuel oil from underground to above ground. We are not burning fuel oil because we don't utilize it in the plant anymore. The fuel oil can't stay in the tank without being treated every year otherwise it goes bad. Water has to be removed, additives have to be added and it has to be mixed to maintain the fuel oil. This is going to cost the Authority \$10,000.00. Brian Valentino stated that they are used for the generators at the pump station. Ms. Leatherman stated we used to fill the tanks every three months but we do not use this fuel oil nearly as often. Commissioner Pernice asked what the alternative is. Ms. Leatherman stated we can drain the tanks and throw the oil away. We need the tank and we need the fuel but we don't use it on a daily basis. Mr. Valentino stated that it is still cheaper to keep the tanks with fuel. Commissioner Pernice asked how much time a year the company comes out to maintain it. Ms. Leatherman stated once a year.
- Chairman McEnery asked for any comments regarding the Approval for 631 Associates, Project # 599. Tim Gillen stated that this is located on Tennent Road and it is for Lucas Holdings. They are constructing 1500 feet of 8" sanitary sewer and a private pump station for a subdivision to service 3 office buildings and a warehouse on Commercial Court. It requires a TWA application because it services more than 2 lots and services more than 2 buildings. It's a complex application. They have already connected to our force main. They had to pay prior to the county paving Tennent Road. It has partially made a connection. We are forcing them to get their approvals before the paving project.

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

- 17-53 Approving Minutes of February 13th, 2017
- 17-54 Authorizing Developers Agreement for Countryside Developers, Inc., Project #622
- 17-55 Authorizing Contract with Winner Ford Sate Contract #A88726 for the Purchase of one 2017 Ford F250 Extended Cab with Utility Body
- 17-56 Granting Approval to Camelot West at Marlboro, Project #622
- 17-57 Authorizing Executive Director to Execute Special Duty Assignment Agreement for Police Officers
- 17-58 Authorizing CME to Advertise and Receive Bids for the Greenwood Road Force Main
- 17-59 Authorizing the General Manager to Prepare Plans and Specifications, Advertise and Receive Bids for Fuel Oil Polishing
- 17-60 Granting Approval to 631 Associates, Project #599

Chairman McEnergy asked for a motion for Resolutions #17-53 thru #17-60. Commissioner Pernice moved seconded by Commissioner Mendez. The vote was as follows:

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

Chairman McEnergy asked if there were any comments on the bill list. Ms. Leatherman stated that there were 2 bill lists; one from March 14th, and one for March 28th. Commissioner Pernice moved, seconded by Commissioner Mendez. All present voted aye.

Chairman McEnergy asked if there is any other Authority Business.

Tim Gillen stated regarding the Route 79 for the pump station and force main replacement, we require easements across several properties. There is a sewer line that currently exists that we are upsizing and we believe that we have an existing easement but we can't find it. We will need a title search by the attorney's office for the existing easement and we (the Authority) will have to secure an appraiser for the parcels that we require in order to proceed with the project as required by the DEP. The drawing should be finalized tomorrow and will be turned over to Jim Carr and the attorney. The Authority will have to determine who we appoint for the appraiser. Commissioner Pernice asked when the last time the Authority used an appraiser. Ms. Leatherman stated probably not since building our administration building. Commissioner Pernice suggested that we use a local appraiser. Ms. Leatherman asked if this would be over \$17,500.00. Frank Borin stated that it shouldn't be so no RFP will be necessary.

At 8:17pm, Chairman McEnergy adjourned the meeting.

#####