

WESTERN MONMOUTH UTILITIES AUTHORITY

PUBLIC MEETING

September 15TH, 2011

Chairman Toubin called the Western Monmouth Utilities Authority's Public meeting to order at 7:55PM. 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, Pernice and Toubin
Absent:	Rosen
Also in Attendance:	J. Wisniewski, Wisniewski & Associates T. Gillen, CME Associates K. Henderson, T&M, Engineer G. Stankiewicz, Auditor D. Martindell, Facilities Manager M. Seidenberg, Director of Finance K. Leatherman, General Manager A. Finnerty, Authority Clerk

All present cited the Pledge of Allegiance.

Chairman Toubin asked if there was any public comment. There was none.

- The Discussion items on the Agenda were addressed;
 - John Wisniewski addressed the BRSA Draft Agreement. WMUA currently has an agreement with Bayshore that expires in 2025. BRSA requested that we modify our agreement so Bayshore can create one blanket agreement for all the utilities that Bayshore services. The modified agreement will expire in 2016. We are currently metered individually for usage. They want to meter us, changing the billing to a 5 year rolling average. This may or may not be beneficial to the Authority. Chairman Toubin would like to facilitate Bayshore with their request but prefers that we maintain the same expiration date as in the current agreement. He requested that John Wisniewski contact them and resolve any open issues.
 - Keith Henderson addressed the Ground Mounted Photovoltaic System. The vendor, Vanguard, has requested a 65 day extension, January 8th, 2012 till March 12th, 2012, to make up for the time spent on contract issues. Chairman Toubin asked for an explanation for the delay since the specifications were already in the initial bid. John Wisniewski stated that

Vanguard did not like the proposed contract and requested that changes to language be made. Mr. Wisniewski stated that the contract is essentially the same as the original. Mr. Henderson stated that one issue that concerned Vanguard was the right of access which has been resolved. Chairman Toubin also expressed his concern in regard to the warranty of the solar panels. John Wisniewski stated that is why we require a Performance Bond.

- Chairman Toubin spoke with Craig Huber of Archer & Greiner, regarding the NJPDES Permit. Based upon a request a request by the DEP, the Authority had requested a 6 month extension from the DEP in regard to this permit. The DEP has extended the application due to the flooding problems that occurred during Hurricane Irene.
- Marilyn Seidenberg addressed the Commissioners regarding the software update progress. Mrs. Seidenberg stated that the printer utilized for billing will be purchased. A new server has been purchased and will be installed in October. Chairman Toubin inquired about purchasing a second server as a back up. Mrs. Seidenberg stated that we back up our information daily and will inquire about a second server. He also asked about the possibility of backing up the server on a cloud to which Mrs. Seidenberg responded, she will check into that. During the installation of the server we will update all the computers with the newest version of Microsoft Office, and a web browser program. We are also going to install a program for the customers to make credit card payments on line. There will be an additional charge to customers. Chairman Toubin requested that customers also have the ability to pay directly from their checking accounts. Total charges for these updates will be approximately \$12,000.00. Chairman Toubin also requested Leslie Warshauer, Supervising Accountant, is trained in preparing the budget.

Chairman Toubin asked if there were any other questions and asked for a motion on Resolutions #11-120 thru 11-124. Commissioner McEnergy moved, seconded by Commissioner Pernice. Upon roll call the vote was as follows:

11-120	Accepting Minutes of August 11 th , 2011
11-121	Authorizing Use of State Contract 7 Oil Company #67104
11-122	Terminating Employment
11-123	Declaring Emergency for Hurricane Irene
11-124	Authorizing Approval for Phase I – Dallenbach Sand Co., #477

AYES:	Messrs Toubin, Pernice, and McEnergy
NAYS:	None
ABSENT:	Rosen
ABSTENTIONS:	None

Chairman Toubin asked about Resolution 11-126, Corrective Resolution Rejecting Bids for Hawkins Road Pump Station Upgrades. John Wisniewski stated that the original adopted Resolution 11-114 stated incorrect reasons for rejecting the bids. This Resolution will be adopted to rescind 11-114 and states the correct reason for rejecting the bid. Chairman

Toubin asked for a motion, Commissioner Pernice moved, seconded by Commissioner McEnergy, all voted aye.

11-126 Corrective Resolution Rejecting Bids for Hawkins Road Pump Station Upgrades

Chairman Toubin asked if there was any other Authority Business. Marilyn Seidenberg requested that the Commissioners consider a payment plan for two customers that are on the Freehold tax sale. The Commissioners agreed to grant the customer payment plans. The Commissioners added a Resolution Authorizing Negotiation and Execution of Payment Plans for the 2 customers. Chairman Toubin moved, seconded by Commissioner Pernice. All voted aye.

11-127 Authorizing Payment Plan for Service Fees for Two Customers

Tim Gillen of CME Associates addressed Edwards Drive. CME is examining a video that Rob Noel forwarded. Chairman Toubin expressed extreme concern that we address this situation as soon as possible. Chairman Toubin inquired about the Thioguard study and when the bids will be received. Mrs. Leatherman stated she will confirm the date and advise Chairman Toubin. Tim Gillen stated that the Hawkins Road Pump Station re-bid will be September 27th, 2011. Chairman Toubin confirmed that the Route 79 Evaluation was given to all the commissioners.

Chairman Toubin asked about the FEMA application. Mrs. Leatherman stated that she spoke with Rob Noel and he stated that it could take up to 6 months for reimbursement. They will reimburse 75% of overtime, fuel, mileage and time and material for the trucks. Dane Martindell stated that we still have time to address all the issues and add to the FEMA application.

Chairman Toubin inquired about the employee payments regarding health care. Mrs. Seidenberg stated this will begin on October 1st, 2011.

Commissioner Pernice stated that Dane Martindell submitted his analysis regarding the electrical work. Commissioner Pernice confirmed with Mr. Martindell that we have enough work to employ a full time electrician. Tim Gillen stated that we should definitely consider a master electrician. Keith Henderson stated that Middletown Sewerage Authority (TOMSA) has an electrician on their staff and we should contact them for advice. The Commissioners agreed on advertising for an electrician.

Commissioner Pernice addressed the meeting regarding the presentation he and Commissioner Rosen did for Marlboro Township. The review for the state of the union for the Authority was well received. Chairman Toubin attended the meeting and complimented the Commissioners on their presentation. Chairman Toubin and Commissioner McEnergy also made a presentation at Manalapan Township's Public Meeting which was well received.

Chairman Toubin asked if there were any questions on the Bill List. Commissioner McEnergy inquired about the telephone bill. Mrs. Leatherman stated that the bill covers those Centrex lines that are received from the pump stations for alarms. They are presently being replaced

one at a time by the Missions Alarm System. Commissioner Pernice then moved the Bill List, seconded by Commissioner McEnergy. Upon roll call the vote was as follows:

AYES: Messrs McEnergy, Toubin, and Pernice
NAYS: None
ABSENT: Rosen
ABSTENTIONS: None

At 8:02 pm Chairman Toubin asked for a motion to go into Closed Session to discuss:

1. Personnel & Litigation

Resolution 11-128 Authorizing the Commissioners to go into Closed Session for the purpose of discussing Litigation and Personnel, and they will not return to Public Session was moved by Commissioner Pernice and seconded by Commissioner McEnergy. All present voted aye.

#####