

**RESOLUTION AUTHORIZING BUDGET TRANSFER #2 FOR THE
YEAR ENDING JANUARY 31ST, 2017**

WHEREAS, the Western Monmouth Utilities Authority has heretofore adopted its annual budget for the year ending January 31, 2017 and has set aside certain funds to be spent in connection with certain budget items; and

WHEREAS, the Commissioners of the Western Monmouth Utilities Authority have determined that there is a need for certain additional monies in certain budget items and that there is an excess of monies in other budget items; and

WHEREAS, the Director of Finance has requested that the budget be amended by the transfer of certain amounts between budget items in accordance with the schedule below:

		From:	To:	Increase (Decrease)
1505	Electric - Administration	12,000.00	13,000.00	1,000.00
1522	Unemployment/Disability Taxes - Admin	7,000.00	7,500.00	500.00
1602	Chemicals	804,000.00	824,000.00	20,000.00
1605	Engineering Fees	361,500.00	335,000.00	(26,500.00)
1710	Electrical Maintenance	60,000.00	65,000.00	5,000.00
		<u>1,244,500.00</u>	<u>1,244,500.00</u>	<u>0.00</u>

WHEREAS, the General Manager is authorized to approve past year end budget transfers subject to ratification by the Commissioners no later than May 31st, 2017.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Western Monmouth Utilities Authority as follows:

1. The budget for the year ending January 31st, 2017 be and the same is hereby amended in accordance with the request of the Director of Finance.
2. The Clerk is authorized to forward copies of the resolution, certified to be a true copy to
 - a. Gerard Stankiewicz, Auditor
 - b. Marilyn Seidenberg, Director of Finance

DATE: MAY 9, 2017

<u>Commissioner</u>	<u>Motion</u>		<u>Recorded Vote</u>			
	<u>1st</u>	<u>2nd</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
McENERY			X			
MENDEZ	X		X			
PERNICE		X	X			
ROSEN						X

RESOLUTION APPROVING MINUTES

BE IT RESOLVED by the Commissioners of the Western Monmouth Utilities Authority that the regular minutes of the meeting and the closed session minutes of March 28, 2017 be and the same are hereby accepted for filing by the Authority.

DATE: MAY 9, 2017

<u>Commissioner</u>	<u>Motion</u>		<u>Recorded Vote</u>			
	<u>1st</u>	<u>2nd</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
McENERY			X			
MENDEZ	X		X			
PERNICE		X	X			
ROSEN						X

RESOLUTION APPROVING MINUTES

BE IT RESOLVED by the Commissioners of the Western Monmouth Utilities Authority that the regular minutes of the meeting and the closed session minutes of April 11, 2017 be and the same are hereby accepted for filing by the Authority.

DATE: MAY 9, 2017

<u>Commissioner</u>	<u>Motion</u>		<u>Recorded Vote</u>			
	<u>1st</u>	<u>2nd</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
McENERY			X			
MENDEZ	X		X			
PERNICE		X	X			
ROSEN						X

**AUTHORIZING CME ASSOCIATES TO PROCEED WITH THE PROPOSAL FOR
CONSTRUCTION SERVICES FOR THE GREENWOOD ROAD PUMP STATION FORCE
MAIN REPLACEMENT**

WHEREAS, the Executive Director has requested that CME Associates to begin the Greenwood Road Force Main Replacement Construction Services as per their Proposal dated April 24th, 2017, attached, and.

WHEREAS, the Executive Director will execute a contract with CME Associates not to exceed \$94,020.00, and

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Western Monmouth Utilities Authority as follows:

1. The Executive Director will execute an acceptable contract with CME Associates to begin the Greenwood Road Force Main Replacement Construction Services not to exceed \$94,020.00.
2. The Clerk is authorized to forward copies of this resolution, certified to be a true copy to:
 - a) CME Associates, Consulting Engineer
 - b) Marilyn Seidenberg, Director of Finance
 - c) Coleen Weber, Office Manager

DATE: MAY 9, 2017

<u>Commissioner</u>	<u>Motion</u>		<u>Recorded Vote</u>			
	<u>1st</u>	<u>2nd</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
McENERY			X			
MENDEZ	X		X			
PERNICE		X	X			
ROSEN						X

**AUTHORIZING EMEX TO PROVIDE AN ENERGY REVERSE AUCTION FOR
ELECTRICITY & NATURAL GAS**

WHEREAS, the Western Monmouth Utilities Authority intends to procure for its own usage electricity and natural gas through a reverse auction process, and

WHEREAS, EMEX is NJDCA approved to conduct reverse energy auctions, and

WHEREAS, EMEX has experience conducting on-line reverse auctions, and

WHEREAS, the Western Monmouth Utilities Authority will apply to the Division of Local Government Services, Department of Community Affairs for approval to conduct the aforesaid reverse auction, and

NOW THEREFORE, BE IT RESOLVED that EMEX is authorized to act as the Western Monmouth Utilities Authority’s Agent for the purposed of conducting the energy procurement, and

BE IT FURTHER RESOLVED that a copy of this Resolution be provided to the Division of Local Government Services, Department of Community Affairs in application for approval of the energy procurement.

DATE: MAY 9, 2017

<u>Commissioner</u>	<u>Motion</u>		<u>Recorded Vote</u>			
	<u>1st</u>	<u>2nd</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
McENERY			X			
MENDEZ	X		X			
PERNICE		X	X			
ROSEN						X

AWARDING CONTRACT FOR THE GREENWOOD ROAD PUMP STATION FORCE MAIN REPLACEMENT TO S. BROTHERS INC.

WHEREAS, a notice to bidders was published in the Asbury Park Press on April 12, 2017; and

WHEREAS, on May 3rd, 2017 at 11:00am, bids were received by CME Associates at the Authority for The Greenwood Road Pump Station Force Main Replacement, and

WHEREAS, CME Associates and Frank Borin, Esq. reviewed the bids set forth on the bid tally sheet of May 3, 2017, and

WHEREAS, **S. Brothers Inc.** was the apparent low bidder in the amount of \$638,944.45, and

WHEREAS, funds are or will be available for this purpose;

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Western Monmouth Utilities Authority as follows:

1. The bid from S. Brothers Inc. in the amount of \$638,944.45 is accepted for the Trickleing Filter Improvements.
2. The General Manager is authorized to enter into a contract between the Western Monmouth Utilities Authority and S. Brothers Inc.
3. S. Brothers Inc. is required to comply with requirements of P.L. 1975 C.127 (N.J.A.C. 17:27)
4. The Secretary is hereby authorized to forward copies of this resolution, certified to be a true copy to;
 - a) Robert Smith, Plant Superintendent
 - b) S. Brothers Inc.
 - c) Coleen Weber, Office Manager

DATE: MAY 9, 2017

<u>Commissioner</u>	<u>Motion</u>		<u>Recorded Vote</u>			
	<u>1st</u>	<u>2nd</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
McENERY			X			
MENDEZ	X		X			
PERNICE		X	X			
ROSEN						X

**AUTHORIZING PAYMENT AGREEMENT WITH LAKEVIEW COMMONS,
PROJECT #576**

WHEREAS, Lakeview Commons, Project #576 has requested a connection fee payment plan in a letter dated May 3, 2017 hereby attached, and

WHEREAS, the developer has requested to pay the balance of the connection fees in the amount of \$58,338.00 in the follow manner; the first payment shall be in the amount of \$4,167.00 due on or before May 31, 2017, with each payment thereafter in the amount of \$1,504.75 due the first of each month commencing June 1, 2017, and

BE IT RESOLVED by the Commissioners of the Western Monmouth Utilities Authority that the connection fee payment agreement between the Western Monmouth Utilities Authority and Lakeview Commons, Project #576 is hereby approved; and

BE IT FURTHER RESOLVED, that the Clerk is authorized to forward copies of this Resolution, certified to be true copies to:

1. Lakeview Commons, Project #576
2. Marilyn Seidenberg, Director of Finance
3. Katherine Leatherman, General Manager

DATE: MAY 9, 2017

<u>Commissioner</u>	<u>Motion</u>		<u>Recorded Vote</u>			
	<u>1st</u>	<u>2nd</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
McENERY			X			
MENDEZ	X		X			
PERNICE		X	X			
ROSEN						X

**APPOINTING MARILYN SEIDENBERG AS ASSISTANT
EXECUTIVE DIRECTOR**

WHEREAS, the Commissioners of the Western Monmouth Utilities Authority (WMUA) wish to appoint an Assistant Executive Director and

WHEREAS, the Commissioners of the WMUA have recommended that Marilyn Seidenberg be appointed to the position of Assistant Executive Director.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Western Monmouth Utilities Authority as follows:

1. Marilyn Seidenberg be and is hereby appointed to the position of Assistant Executive Director.
2. The Clerk is authorized to forward copies of this resolution, certified to be a true copy to:
 - a) Marilyn Seidenberg, Assistant Executive Director
 - b) Marilyn Seidenberg, Director of Finance
 - c) Personnel File

DATE: MAY 9, 2017

<u>Commissioner</u>	<u>Motion</u>		<u>Recorded Vote</u>			
	<u>1st</u>	<u>2nd</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
McENERY			X			
MENDEZ	X		X			
PERNICE		X	X			
ROSEN						X

**AUTHORIZING PROMOTION OF LESLIE WARSHAUER TO
DIRECTOR OF FINANCE**

WHEREAS, the Executive Director has recommended that Leslie Warshauer be promoted to the position of Director of Finance, and

WHEREAS, this promotion will become effective immediately, and

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Western Monmouth Utilities Authority as follows:

1. Leslie Warshauer is hereby promoted to the position of Director of Finance effective immediately at her current salary of \$73,681.55.
2. The Clerk is authorized to forward copies of this resolution, certified to be a true copy to:
 - a) Leslie Warshauer, Director of Financing
 - b) Vita Mazzola, Shop Steward
 - c) Personnel File

DATE: MAY 9, 2017

<u>Commissioner</u>	<u>Motion</u>		<u>Recorded Vote</u>			
	<u>1st</u>	<u>2nd</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
McENERY			X			
MENDEZ	X		X			
PERNICE		X	X			
ROSEN						X

**AUTHORIZING A SALARY INCREASE FOR JAMES CARR,
MANAGER OF ENGINEERING SERVICES, EFFECTIVE MAY 9, 2017**

WHEREAS, the Executive Director has authorized an increase in salary for James Carr, Manager of Engineering Services, and

WHEREAS, the Executive Director has recommended that the salary increase of \$2,500.00 be given to Mr. Carr immediately, and

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Western Monmouth Utilities Authority as follows:

1. James Carr be and he is hereby given a salary increase of \$2,500.00 effective immediately.
2. The Clerk is hereby authorized and directed to forward certified copies of this Resolution to:
 - a) Brian J. Valentino, Executive Director
 - b) James Carr, Manager of Engineering Services

DATE: MAY 9, 2017

<u>Commissioner</u>	<u>Motion</u>		<u>Recorded Vote</u>			
	<u>1st</u>	<u>2nd</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
McENERY			X			
MENDEZ	X		X			
PERNICE		X	X			
ROSEN						X

**RESOLUTION AUTHORIZING PUBLIC HEARING TO SET NEW CONNECTION
FEES FOR FISCAL YEAR 2017-2018**

WHEREAS, in accordance with *NJSA 40:14B-22*, the Western Monmouth Utilities Authority shall annually revise the schedule of connection fees; and

WHEREAS, the Commissioners of the Western Monmouth Utilities Authorities propose to conduct a public hearing on Tuesday, June 27th, 2017 at the offices of the Western Monmouth Utilities Authority, 103 Pension Road, Manalapan, New Jersey at 7:00 p.m., for the purpose of setting the connection fee for the year ending January 31st, 2017, and until such time as a new connection fee is computed; and

WHEREAS, a notice of this hearing is required to be published in the Asbury Park Press and the Home News Tribune, newspapers of general circulation in the service area of the Western Monmouth Utilities Authority at least twenty (20) days prior to June 27th, 2017. This will also be available on the Authority’s website; www.wmuanj.org ; and

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Western Monmouth Utilities Authority as follows:

1. A public hearing shall be set on June 27th, 2017 at 7:00 p.m., at the offices of the Western Monmouth Utilities Authority.
2. Certified true copies of the Resolution shall be forwarded for publication and to:
 - a) Clerk of each Municipality serviced by the Western Monmouth Utilities Authority
 - b) Marilyn Seidenberg, Director of Finance

DATE: MAY 9, 2017

<u>Commissioner</u>	<u>Motion</u>		<u>Recorded Vote</u>			
	<u>1st</u>	<u>2nd</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
McENERY			X			
MENDEZ	X		X			
PERNICE		X	X			
ROSEN						X

AUTHORIZING THE EXECUTIVE DIRECTOR TO DIRECT T & M ASSOCIATES TO ADVERTISE FOR THE RECEIPT OF BIDS FOR RAW SEWAGE PUMP STATION

WHEREAS, the Executive Director is hereby authorized to advertise for the receipt of bids for the Raw Sewage Pump Station Project as soon as procedurally appropriate but no contract shall be awarded until a Resolution is received from both Marlboro and Manalapan Townships, and

WHEREAS, the bid for the Raw Sewage Pump Station shall not be awarded until both townships have approved said project, and

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Western Monmouth Utilities Authority as follows:

1. The Executive Director is hereby authorized to advertise for the receipt of bids for the Raw Sewage Pump Station project as soon as permission by way of a Resolution is received from both Marlboro and Manalapan Townships.
2. The Clerk is authorized to forward copies of this resolution, certified to be a true copy to:
 - a) Brian Valentino, Executive Director
 - b) T&M Associates, Consulting Engineer
 - c) Jim Carr, Manager of engineering Services

DATE: May 9, 2017

<u>Commissioner</u>	<u>Motion</u>		<u>Recorded Vote</u>			
	<u>1st</u>	<u>2nd</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
McENERY			X			
MENDEZ		X	X			
PERNICE	X		X			
ROSEN						X

AUTHORIZING THE EXECUTIVE DIRECTOR TO DIRECT T&M ASSOCIATES TO ADVERTISE FOR THE RECEIPT OF BIDS FOR THE CONSTRUCTION OF THE EQUALIZATION BASIN

WHEREAS, the Executive Director is hereby authorized to advertise for the receipt of bids for the Construction of the Equalization Basin project as soon as procedurally appropriate but no contract shall be awarded until a resolution is received from both Marlboro and Manalapan Townships, and

WHEREAS, the bid for the construction of the Equalization Basin shall not be awarded until both townships have approved said project, and

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Western Monmouth Utilities Authority as follows:

1. The Executive Director is hereby authorized to advertise for the receipt of bids for the construction of the Equalization Basin project as soon as permission by way of a Resolution is received from both Marlboro and Manalapan Townships
2. The Clerk is authorized to forward copies of this resolution, certified to be a true copy to:
 - a) Brian Valentino, Executive Director
 - b) T&M Associates, Consulting Engineer
 - c) Jim Carr, Manager of engineering Services

DATE: May 9, 2017

<u>Commissioner</u>	<u>Motion</u>		<u>Recorded Vote</u>			
	<u>1st</u>	<u>2nd</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
McENERY			X			
MENDEZ		X	X			
PERNICE	X		X			
ROSEN						X

**AUTHORIZING THE COMMISSIONERS TO GO INTO CLOSED
SESSION FOR THE PURPOSE OF DISCUSSING MATTERS
PURSUANT TO N.J.S.A. 10:4-12(b)**

WHEREAS, in order to exclude the public from a discussion of a matter as provided in **N.J.S.A. 10:4-12(b)**, the Commissioners must first adopt a resolution stating the general nature of the subject or subjects to be discussed and the time and circumstance when such discussion can be disclosed to the public. **N.J.S.A. 10:4-13**

WHEREAS, the Commissioners find it necessary to adjourn to closed session and will return to public session for the purpose of taking action on the matters discussed in closed session, and

WHEREAS, the Commissioners will discuss litigation, and

NOW THEREFORE BE IT RESOLVED, the Commissioners have adjourned prior to the public portion of the meeting, and are beginning the closed session meeting, and will return to open session.

DATE: MAY 9, 2017

<u>Commissioner</u>	<u>Motion</u>		<u>Recorded Vote</u>			
	<u>1st</u>	<u>2nd</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
McENERY			X			
MENDEZ		X	X			
PERNICE	X		X			
ROSEN			X			