

WESTERN MONMOUTH UTILITIES AUTHORITY

WORKSHOP & PUBLIC MEETING

September 26th, 2017

Chairman McEnergy 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 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 and Pernice
Absent:	Commissioner Rosen
Also in Attendance:	F. Borin, DeCotiis, Fitzpatrick & Cole, LLP G. Stankiewicz, Auditor M. Dziubeck, CME Associates K. Henderson, T&M Associates B. Valentino, Executive Director J. Carr, Manager of Engineering Services R. Smith, Facilities Manager L. Warshauer, Director of Finance K. Leatherman, General Manager A. Finnerty, Authority Clerk M. Musich, Manalapan Township Committeewoman

All present cited the Pledge of Allegiance.

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

Chairman McEnergy asked for comment regarding the Executive Directors Report.

Brian Valentino stated that we will start with an update on our capital engineering projects. Jim Carr, Manager of Engineering Services stated the Greenwood Road Forcemain Replacement is still ongoing. It should be completed within the month. The same contractor will be paving Texas Road for the township of Marlboro. The UV Disinfection Project for the service water is 95% complete; all that is left is the administrative close out. There are a few items on the Agenda that he will discuss during the discussion portion of the meeting for future capital work. Mr. Valentino stated that all of the Authority's capital projects that are in the capital budget are either underway or completed. Commissioner Mendez asked about a Texas Road project that Marlboro asked us to take care of right away. Mr. Valentino stated that we moved our projects around in order to accommodate them. He said this is one of the positive things about having a ten year capital program; we are able to move a project around; it gives us flexibility and we are able to prioritize the projects. The big capital projects are all started or complete and we will discuss the major projects in the EIT.

Mr. Valentino stated a few months ago we had a presentation at Manalapan Day and this past month we were in attendance at Marlboro Day. Jim Carr attended; Mr. Valentino could not attend because he was ill. Mr. Carr stated we brought 2 trucks with us, our TV truck and our vacuum truck. The Authority had a table set up with our TV inspection camera. We received a lot of good feedback from the public. The staff that put the display together did a phenomenal job. They actually set up a sewer display so you can actually see the full camera go through. It was a great experience. Commissioner Mendez stated that they did that during Manalapan Day and the kids were very interested. Mr. Valentino stated that we learned a few lessons at Manalapan Day on ways we could improve our display and we put that in effect at Marlboro Day. We are going to make even more changes and the staff is coming up with even more suggestions. Next time, the staff is going to bring actual video of what we do and what the pipes look like.

Mr. Valentino stated that we are moving ahead with our study of the reorganization of the plant in terms of our succession plan. We had an excellent capstone meeting with our managers. We understand time lines, people and training etc. The decisions made as a team are really coming together.

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

- Chairman McEnery asked for any comment regarding Memorializing Changes to the Salary Increases for Management Personnel. It was a typo and Jim Carr was left off the resolution. We just added him; no other changes have been made.
- Chairman McEnery asked for any comment regarding the Minutes of August 15, 2017. There was none.
- Chairman McEnery asked for any comment regarding the Release of Escrow and Remaining Cash Surety for American Burma, Project #01-38. Jim Carr stated that the project is complete and we are just formally closing it out.
- Chairman McEnery asked for any comment regarding Authorizing Shared Service Agreement with Marlboro Township. Marlboro was very happy about our services last year that want to do it again this year.
- Chairman McEnery asked for any comment regarding the Renewal of Membership in the NJ Authorities Joint Insurance Fund. There was none.
- Chairman McEnery asked for any comment regarding Authorizing the Executive Director to Approve a Payment to a Vendor by Way of a Manual Check. This is what comes up in between meetings. We already have a resolution for paying utilities and paying pensions. This adds another way of us to pay vendors who require payment earlier.
- Chairman McEnery asked for any comment regarding Authorizing the Release of Escrow and Cash Surety to Tyler Homes, Inc., Project #507. Jim Carr stated that this job is complete. This is just a resolution closing out the project.
- Chairman McEnery asked for any comment regarding Authorizing the Award of the Contract for Portable Air Compressor with Jackhammer to Wistar Equipment, Inc. This is part of our continuing effort to do work in house. Jim Carr and George White went to see this piece of equipment on frames and covers.
- Chairman McEnery asked for any comment regarding Authorizing the Developers Agreement for Camelot West at Marlboro, Project #622. Mike Dziubeck stated that the Authority Attorney prepared the Developers Agreement and CME reviewed it and it is satisfactory to be signed.

- Chairman McEnergy asked for any comment regarding Amending Approval for William Trochiano/TDA Capital, LLC, Project #498. Mike Dziubeck stated that this is a new commercial property on Tennent Road. It was approved in 2011 and the developer never built the building. This resolution is just to amend the approval to be current.
- Chairman McEnergy asked for any comment regarding the RFP for Security Upgrades and Alarm Analysis. Mr. Valentino stated that he would like to talk about this is Closed Session. We would like to bring in a consultant to assess our security status and alarm systems. Commissioner Pernice wanted to confirm that this is an RFP.
- Chairman McEnergy asked for any comment regarding Appointing Certifying Officer and Supervising Certifying Officer. This is to authorize the changes in the finance office to be reflected in terms of our payroll.
- Chairman McEnergy asked for any comment regarding Authorizing Interest Removal for Customer Account #19078. Kathy Leatherman stated that we were billing the customer at a wrong address. The General Manager can only remove interest up to \$100.00.
- Chairman McEnergy asked for any comment regarding the Resolution Authorizing the Issuance of Not Exceeding \$19,323,750 Revenue Bonds and Notes of the Western Monmouth Utilities Authority and Providing for their Sale to the New Jersey Environmental Infrastructure Trust and the State of New Jersey and Authorizing the Execution and Delivery of Certain Agreements in Connection Therewith. The next three items are related to each other. This is the largest financial upgrade to our Authority since it was created. We have received authorization from Manalapan and Marlboro to go ahead with the NJEIT project and the bonding required for that. Items N & O on discussion will approve the financing and will approve the amendment to the Service contract with the two towns and item P will award the contract for the improvements. Mr. Valentino stated that the upgrades to the pump station will address our single greatest liability at the plant and that is the failure of the raw sewage pump station.
- Chairman McEnergy asked for any comment regarding Approving Amendment #7 to the Service Contract of the Townships of Manalapan and Marlboro.
- Chairman McEnergy asked for any comment regarding Authorizing the Award of the Contract for Pine Brook Sewage Treatment Plant Raw Sewage Pump Station Improvements to Coppola Services, Inc.

Chairman McEnergy asked for any comments on the Resolutions. Commissioner Pernice asked for a motion for Resolutions 17-104 through 17-119.

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| 17-104 | Memorializing Changes to the Salary Increases for Management Personnel |
| 17-105 | Approving Minutes of August 15, 2017 |
| 17-106 | Authorizing the Release of Escrow and Remaining Cash Surety for American Burman Buddhist Association, Project #01-38 |
| 17-107 | Authorizing Shared Service Agreement with Marlboro Township |
| 17-108 | Resolution for the Renewal of Membership in the New Jersey Utility Authorities Joint Insurance Fund |
| 17-109 | Authorizing the Executive Director to Approve a Payment to a Vendor by Way of a Manual Check |

- 17-110 Authorizing the Release of Escrow and Cash Surety to Tyler Homes, Inc., Project #507
- 17-111 Authorizing Award of Contract for Portable Air Compressor to Wistar Equipment, Inc.
- 17-112 Authorizing Developers Agreement for Camelot West at Marlboro, Project #622
- 17-113 Amending Approval for William Trochiano/TDA Capital, LLC, Project #498
- 17-114 Authorizing RFP for Security Upgrades for the Pinebrook Treatment Plant
- 17-115 Appointing Certifying Officer and Supervising Certifying Officer
- 17-116 Authorizing Removal of Interest for Customer, Account #19078
- 17-117 Resolution Authorizing the Issuance of Not Exceeding \$19,323,750 Revenue Bonds and Notes of the Western Monmouth Utilities Authority and Providing for their Sale to the New Jersey Environmental Infrastructure Trust and the State of New Jersey and Authorizing the Execution and Delivery of Certain Agreements in Connection Therewith
- 17-118 Approving Amendment #7 to the Service Contract with the Townships of Manalapan and Marlboro
- 17-119 Authorizing Award of Contract for Pine Brook Sewage Treatment Plant Raw Sewage Pump Station Improvements to Coppola Service, Inc.

Commissioner Pernice asked for a motion for Resolution 17-104 through 17-116. Commissioner Mendez moved, seconded by Chairman McEnery, the vote was as follows:

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

Commissioner Pernice asked for a motion for Resolution 17-117. Commissioner Pernice moved, seconded by Commissioner Mendez, the vote was as follows:

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

Commissioner Pernice moved Resolution #17-118, seconded by Commissioner Mendez, the vote was as follows:

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

Commissioner Pernice moved Resolution #17-119, seconded by Chairman McEnery, the vote was as follows:

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

Chairman McEnery asked if there is any other Authority Business.

Brian Valentino stated he would like to thank all the staff and the professionals who dedicated so much time and effort to the EIT financing project and getting everything approved. He also wanted to thank the two governing bodies; Manalapan and Marlboro Township. He thanked Manalapan Township for always being here. He also thanked the administrators in both towns for creating the link between WMUA and the municipalities.

Chairman McEnery asked if there were any comments on the bill list. There was none. Commissioner Pernice moved, seconded by Commissioner Mendez. All present voted aye.

At 7:20PM, Chairman McEnery stated that they will move into Closed Session and asked for a motion for Resolution #17-120, Authorizing the Commissioners to go into Closed Session for the Purpose of Discussing Litigation and/or Personnel and they will not return to Public Session. Commissioner Pernice moved, seconded by Commissioner Mendez. All present voted aye.

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