

WESTERN MONMOUTH UTILITIES AUTHORITY

PUBLIC MEETING

November 21st, 2011

Chairman Toubin called the Western Monmouth Utilities Authority's Public meeting to order at 7:30 PM. 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, Rosen and Toubin
Absent:	None
Also in Attendance:	J. Wisniewski, Wisniewski & Associates K. Henderson, T&M, Engineer G. Stankiewicz, Auditor T. Gillen, CME Associates (arrived at 7:44pm) D. Martindell, Facilities Manager R. Smith, Plant Superintendent G. Kasternakis, Maintenance Supervisor 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.

Lorelei Totten of Crest Engineering addressed the Commissioners regarding Route 9 Realty LLC. Ms. Totten stated that they will present an application in two weeks to the Authority. They would like to extend the force main from the proposed entertainment center to the Manalapan Plaza Pump Station. Ms. Totten stated that the generator in the Manalapan Plaza Pump Station does not work. She stated that a pump test was performed in this pump station and the pumps are not in good working order. This project will require numerous repairs to the pump station in order to accommodate the additional flow. Ms. Totten stated that Route 9 Realty is willing to finance the upgrade of the pump station and are requesting a reduction in connection fees. Chairman Toubin confirmed with our staff that the pump station is currently at capacity. John Wisniewski inquired about the location and if this is an existing building. Chairman Toubin requested that Ms. Totten submit a proposal with an estimated cost for improvements to upgrade the Manalapan Plaza Pump Station. The Commissioners agreed that upon receipt of this proposal they will review and assess this potential project. Chairman Toubin also requested that a copy of the proposal be provided to our engineers. Ms. Totten asked if the Authority will sign TWA's and road opening permits prior to approving

this project. Mr. Wisniewski stated that any action taken on this property; i.e. TWA's etc., does not bind the Authority to approval.

John Ploskonka of Crest Engineering addressed the Commissioners representing Mr. Casola of Maple Tree Plaza. Mr. Ploskonka stated that he represented the Fireside Bar and Grill who recently installed the sewer and provided us with the as-builts. Maple Tree Plaza is in the same area on State Route 79. They contacted the DEP, DEP responded with a report forwarded to Tim Gillen. As per Mr. Ploskonka, Mr. Gillen has approved the plans. Chairman Toubin stated that we cannot move forward until Tim Gillen of CME Engineering arrives. John Wisniewski asked John Ploskonka what he needs to move forward on this project. Mr. Ploskonka stated that there is one issue pending in regard to tying in Block 415, Lot 29. Tim Gillen arrived at 7:44pm and addressed the Commissioners. Mr. Gillen confirmed that he has all the plans. CME will approve the plans providing the NJ DOT gives the applicant the permits. Mr. Ploskonka stated that he will need an easement to tie Lot 29 into the Authority. Chairman Toubin stated that as per the rules and regulations the lot in question must be tied into our system. Mr. Gillen stated the lot is subject to DOT approval because of the angular crossing of Route 79. Chairman Toubin requested Mr. Ploskonka and Mr. Gillen address the Commissioners when they have finalized the plans.

Chairman Toubin addressed the previous conversation regarding Manalapan Realty. Mr. Toubin asked Tim Gillen about the Manalapan Plaza Pump Station. This pump station was designed for 74 gallons per minute; the pumps that are there perform at 60 gallons per minute. Mr. Gillen informed Manalapan Realty LLC that they must update the pump station in order to proceed with the project. Also there is a generator at the pump station that does not work. Robert Smith stated that they bring a portable generator to the site when the power fails. Mr. Gillen said that if the generator is broken and has not been operational in years, then Manalapan Realty would replace it. Chairman Toubin confirmed that the cost of replacing the pumps would not be charged to the Authority.

John Vena and Fred Fastiggi of Birdsall Services Group made a presentation regarding energy to the Commissioners. They commented that the WMUA can have an energy audit performed and that the State of NJ will reimburse up to \$100,000.00 for the audit. An RFP for an energy audit must be prepared and advertised. Commissioner Rosen addressed the meeting and inquired if any of our staff were aware of this energy audit. Mr. Martindell answered that we had started the process with the township on a shared services agreement however it was never completed. Other options Birdsall presented were greenhouse gas analysis, financing and incentive options, efficiency, etc. Mr. Fastiggi stated that Birdsall Services Group addresses many different ways to make our facility more efficient. Chairman Toubin thanked Birdsall for putting together this presentation. The Commissioners directed Mr. Martindell to prepare and submit an energy audit to the state of NJ as soon as possible.

- The Discussion items on the Agenda were addressed;
 - Chairman Toubin asked for comments on the Authority Budget. Chairman Toubin commented on the capital budget and the need to spread the improvements over a longer period of time. He also stated that given the present economic environment, it is important to maintain the existing rates for our customers.

- Chairman Toubin addressed the RFQ's. Mrs. Leatherman stated the request will be advertised and all proposals will be presented to the Commissioners in enough time to make appointments at the Re-Organization Meeting on February 2nd, 2012.
- Chairman Toubin. inquired about the Elizabeth Hills Pump Station Control Panel Upgrades and confirmed this contract is in this year's budget.
- Mrs. Leatherman addressed the escrow refund for Centex Homes #173 by stating this was an old project.

Chairman Toubin asked if there were any other questions and asked for a motion on Resolutions #11-144 thru 11-148. Commissioner Pernice moved, seconded by Commissioner McEnergy.

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| 11-144 | Accepting Minutes of October 6 th , 2011 and October 20 th , 2011 |
| 11-145 | Introducing Authority Budget for Fiscal Year 2012 – 2013 |
| 11-146 | Authorizing Pay to Play, Fair and Open Resolutions: Authority Professionals |
| 11-147 | Awarding Elizabeth Hills Pump Station Control Panel Upgrade to Pumping Services Inc. |
| 11-148 | Return of Escrow to Centex Homes #173 |

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

Chairman Toubin asked if there were any questions on the Bill List. Commissioner Rosen inquired about the carpet cleaning bill; Mrs. Leatherman stated that all 3 Administrative buildings had the carpets cleaned. Commissioner Rosen then moved the Bill List, seconded by Commissioner Pernice. Upon roll call the vote was as follows:

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

Chairman Toubin asked John Wisniewski, the Authority's Attorney, if the correspondence/acknowledgements regarding futures bids had been addressed. Mr. Wisniewski affirmed. Commissioner McEnergy inquired about the cell phone tower. Mrs. Leatherman stated that the purchasing department needs to be provided with information for an RFP. Commissioner Pernice inquired if we need to consult the township to install a cell tower. John Wisniewski stated this would be a capital facilities review. Commissioner Rosen asked about the security at the Authority. Robert Smith stated that the plant is fenced in. Chairman Toubin added that our administration building created more security for the treatment plant because we are away from the plant and customers no longer enter the plant property to pay bills and handle other administrative matters.

Chairman Toubin asked Mrs. Seidenberg if the computer updates have been completed. Mrs. Seidenberg stated that we are still working on them.

At 8:36 pm Chairman Toubin asked for a motion to go into Closed Session to discuss:

1. Personnel & Litigation

Resolution 11-141 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 Rosen and seconded by Commissioner McEnery. All present voted aye.

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