

WESTERN MONMOUTH UTILITIES AUTHORITY

WORKSHOP MEETING

January 11th, 2012

Chairman Toubin called the Western Monmouth Utilities Authority's Public meeting to order at 7:32PM. 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. McEnery, Rosen, Pernice and Toubin
Absent:	None
Also in Attendance:	J. Wisniewski, Wisniewski & Associates K. Henderson, T&M, Engineer T. Gillen, CME, Engineer G. Stankiewicz, Auditor D. Martindell, Facilities Manager R. Smith, Plant Supervisor G. Kasternakis, Maintenance Supervisor R. Noel, Collections Superintendent K. Leatherman, General Manager M. Seidenberg, Director of Finance A. Finnerty, Authority Clerk

All present cited the Pledge of Allegiance.

Chairman Toubin opened the meeting and asked for any public comment.

John Ploskonka of Crest Engineering addressed the Commissioners regarding the Route 33 Sewer Group requesting a Performance Bond release, which Mr. Ploskonka had discussed at a meeting in December 2011. He stated that this project had begun in 2000 and the majority of the properties in this project have tied in already. Mr. Ploskonka is requesting that funds be released once the last building has tied in to the Authority. Keith Henderson affirmed his request and also suggested that the remainder of the project will be paid for utilizing single project applications.

- The Discussion items on the Agenda were addressed;
 - Chairman Toubin asked if there were any comments on the minutes of December 7th, 2011 and December 20th, 2011. There were none.

- Chairman Toubin asked for comment on the NJPDES Permit Applications. Mrs. Leatherman stated that this is ongoing permit renewal litigation and it would be better for Omni Environmental to continue the work.
- Chairman Toubin asked Mrs. Seidenberg if the increase in the IT Support services is mandated and she affirmed. The Commissioners agreed to renew the contract for IT Support.
- Chairman Toubin commented on the Delta Dental Contract and requested that we renew for only 1 year. It appears that a 2 year renewal will cost the Authority more. The Commissioners agreed and the Resolution will be changed to renew for only 1 year.
- Chairman Toubin asked for comment on the Budget transfers. Mrs. Leatherman stated that these transfers are only the ones that we have made till this point. Chairman Toubin inquired about the site improvements. Marilyn Seidenberg stated that this was electrical improvements which were supposed to be addressed in last year's budget.
- Chairman Toubin asked for comment on the Customer payment plan requests. He confirmed that there are 5 requests currently. Mrs. Leatherman stated that we have created a form for customers to request payment plans due to the current state of the economy. Mrs. Seidenberg stated that the form has been revised by her department. Chairman Toubin requested that Mrs. Seidenberg forward the form to John Wisniewski to examine before we finalize any payment plans. Commissioner Rosen inquired about the process regarding payment plans. Mrs. Seidenberg explained that must be entered manually into our accounting program and monitored monthly. Chairman Toubin stated how convenient it would be for our customers to sign up for our automatic payment plan.
- Chairman Toubin asked for comment on project #489, Manalapan 9 LLC. Keith Henderson stated that this is just a standard developer's agreement.
- Chairman Toubin asked about the Grease Traps. Commissioner Pernice inquired about educating the community regarding the grease traps and also if we can pass the cost of the clean up onto the customer who did not maintain their grease traps. Rob Noel stated that the technology is available, but the townships need to enforce the maintenance of grease traps for the commercial customers. John Wisniewski stated that an ordinance would have to be in place in order for the Authority to enforce inspections and fines. Chairman Toubin inquired specifically about Wegman's and the amount of grease traps they have. Rob Noel stated that they have 6 grease traps; however the WMUA does not inspect them. Chairman Toubin wanted to know who inspected the grease traps; Rob Noel stated that nobody inspects them. John Wisniewski stated that we asked the municipality to amend the ordinance giving the Authority the authority to inspect but this ordinance was never amended. Tim Gillen stated that the grease traps were not built properly. Mr. Gillen stated projects moving forward are reviewed carefully for properly built grease traps but unfortunately pre-existing commercial projects are the problem and our rules and regulations prohibit the discharge of grease. Chairman Toubin requested that we approach the township again revising the ordinance so that the Authority will be able to inspect the grease traps.

Commissioner Pernice asked if we have the ability to fine violators regarding grease traps. John Wisniewski stated that we would have to incorporate that language into the ordinance to collect any costs that the Authority incurred to clean up and blockage caused by not maintaining the grease traps.

- Chairman Toubin stated that Management Salaries will be addressed at the next meeting.

Chairman Toubin stated he attended a meeting at the Bayshore Regional Sewerage Authority (BRSA). There was a presentation displaying a timeline on how each town tied into the system. This timeline ultimately showed that Union Beach and Hazlet are the recipients of the flow. The PowerPoint displayed the accuracy of the metering system. Chairman Toubin requested a 9 month flow chart from BRSA which they supplied. WMUA represents about 3.5% of the flow into BRSA.

Chairman Toubin asked if there were any other questions and asked for a motion on Resolutions #11-159 thru 11-168. Tim Gillen stated that CME has prepared plans and specifications for the Edwards Lane repairs. Chairman Toubin answered that they will wait for the plans before they offer a Resolution. Commissioner Rosen moved, seconded by Commissioner McEnergy. Upon roll call the vote was as follows:

- 11-159 Awarding Contract for IT Support to Premier Technology Solutions, LLC
- 11-160 Awarding Delta Dental Contract 1 Year
- 11-161 Authorizing Manalapan 9 LLC #489 Developers Agreement
- 11-162 Authorizing Customer Payment Plan
- 11-163 Authorizing Customer Payment Plan
- 11-164 Authorizing Customer Payment Plan
- 11-165 Authorizing Customer Payment Plan
- 11-166 Authorizing Customer Payment Plan
- 11-167 Authorizing Appointment of Non-Fair and Open NJPDES Permit Renewal Applications to Omni Environmental
- 11-168 Corrected 2012 Authority Budget Resolution

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

Chairman Toubin asked if there were any questions on the bill list. Commissioner Rosen asked about the bill from Caola Company. Rob Noel answered by explaining these are the new padlocks for the pump stations. Chairman Toubin inquired about the bill from All Mechanical. George Kasternakis answered by stating that these bills for new hydro-gates in the back of the plant which were in our budget. Commissioner McEnergy inquired about the AT&T long distance charges. Mrs. Leatherman stated that these are the Centrex lines. Commissioner Rosen asked if we can have a consultant to come in and assess the lines in the pump stations and at the plant to try and evaluate all our services and create one carrier. Robert Smith also stated upon trouble shooting we cannot locate the lines throughout the plant.

Chairman Toubin asked about the Chemline bill. Dane Martindell stated that we are cutting down the lime and bioxide usage with Magnesium Hydroxide. The price of the chemicals is the same currently but may vary in a few months with the prolonged use of Magnesium Hydroxide. Commissioner McEnery wanted to confirm that we have receipts for all miscellaneous documented expenses which were confirmed by Marilyn Seidenberg. Commissioner Rosen then moved the Bill List, seconded by Commissioner McEnery. Upon roll call the vote was as follows:

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

Chairman Toubin asked if there was any other Authority Business.

Chairman Toubin asked if there were any other Authority Business, there was none.

At 08:27 pm Chairman Toubin asked for a motion to go into Closed Session to discuss:

1. Personnel & Contracts & Litigation

Resolution 11-169 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 Pernice. All present voted aye.

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