

WESTERN MONMOUTH UTILITIES AUTHORITY

RE-ORGANIZATION MEETING

February 6th, 2012

Chairman Toubin called the Western Monmouth Utilities Authority's Public meeting to order at 7:34PM. 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, Rosen, Pernice, and Toubin
Absent:	None
Also in Attendance:	J. Wisniewski, Attorney, Wisniewski & Associates K. Henderson, T&M, Engineer T. Gillen, CME, Engineer G. Stankiewicz, Accountant D. Martindell, Facilities Manager G. Kasternakis Maintenance Supervisor 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. Chairman Toubin asked for a motion to go into closed session to discuss Personnel.

12-27 Authorizing the Commissioners to go into Closed Session for the purpose of discussing Personnel and they will return to Public Session was moved by Commissioner Pernice and seconded by Commissioner Rosen. All voted aye.

Upon return to Public Session, Chairman Toubin proceeded to the Re-Organization Resolutions.

Commissioner Rosen offered Resolution #12-01 appointing Mr. Pernice as Chairman, seconded by Commissioner McEnergy. All present voted as follows:

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

Commissioner McEnergy offered Resolution #12-02 appointing Jeff Rosen as Vice Chairman, seconded by Chairman Pernice.

Chairman Pernice TABLED Resolution #12-03 appointing Secretary.

Commissioner McEnergy offered Resolution #12-04 appointing Jeff Rosen as Assistant Secretary, seconded by Chairman Pernice.

Commissioner Rosen offered Resolution #12-05 appointing Stephen McEnergy as Treasurer, seconded by Chairman Pernice.

Chairman Pernice TABLED Resolution #12-06 appointing Assistant Treasurer.

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

- 12-01 Appointing Chairman, Joseph Pernice
- 12-02 Appointing Vice-Chairman, Jeff Rosen
- 12-03 Appointing Secretary, TABLED
- 12-04 Appointing Assistant Secretary, Jeff Rosen
- 12-05 Appointing Treasurer, Stephan McEnergy
- 12-06 Appointing Assistant Treasurer, TABLED

Chairman Pernice asked for a motion on Resolution 12-07 thru 12-15. Commissioner Rosen moved, seconded by Commissioner McEnergy. Upon roll call the vote was as follows:

- 12-07 Authorizing General Manager and/or Facilities Manager to Adopt Emergency Procedures
- 12-08 Naming Official Newspapers – The Asbury Park Press or The Star Ledger
- 12-09 Amending Cash Management Plan for the Year Ending January 31st, 2013 as prepared by the Director of Finance
- 12-10 Authorizing Purchases under the bid threshold
- 12-11 Authorizing the General Manager to Remove Interest on Customer Accounts
- 12-12 Appointing Signatories for Authority Bank Accounts
- 12-13 Establishing Tax Sale Threshold
- 12-14 Authorizing Non-Refundable Fee for the Purchase of Bid Specifications
- 12-15 Appointing Katherine Leatherman as Purchasing Agent

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

Chairman Pernice TABLED Resolution 12-16 Appointing Attorney.

Commissioner Rosen offered Resolution 12-17, Appointing Gerard Stankiewicz as Auditor, seconded by Commissioner McEnery.

Commissioner Rosen offered Resolution 12-18, Appointing Steve Rogut Bond Counsel, seconded by Chairman Pernice.

Commissioner Rosen offered Resolutions 12-19 and 12-20, Appointing T&M Associates and CME Associates as Authority Engineers, seconded by Chairman Pernice.

Chairman Pernice TABLED Resolution 12-21 Appointing Special Projects Engineer.

Commissioner Rosen offered Resolution 12-22 Appointing Gerard Stankiewicz as Financial Advisor, seconded by Commissioner McEnery.

Chairman Pernice TABLED Resolution 12-23 Appointing Labor, Regulatory and Conflict Counsel.

Commissioner Rosen offered Resolution 12-24 Appointing Fairview Insurance Agency as Risk Management Consultant, seconded by Commissioner McEnery.

Gerard Stankiewicz commented on Resolution 12-25 regarding Payment plans. He requested that parameters be placed in the current resolution; a maximum of 3 years and a maximum of \$1000.00. Commissioner Rosen then offered Resolution 12-25 Authorizing the Director of Finance and/or the General Manager to Grant Payment Plans (as amended), seconded by Stephen McEnery.

- 12-16 Appointing Attorney, TABLED
- 12-17 Appointing Auditor, Gerard Stankiewicz
- 12-18 Appointing Bond Counsel, Steve Rogut
- 12-19 Appointing Engineer, T&M Associates
- 12-20 Appointing Engineer, CME Associates
- 12-21 Appointing Special Projects Engineer, TABLED
- 12-22 Appointing Financial Advisor, Gerard Stankiewicz
- 12-23 Appointing Labor, Regulatory and Conflict Counsel, TABLED
- 12-24 Appointing Risk Management Consultant, Fairview Insurance Agency
- 12-25 Authorizing the Director of Finance and/or the General Manager to Grant Customer Payment Plans maximum 3 years/\$1000.00

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

Chairman Pernice asked for any public comment. There was none.

- Chairman Pernice asked for comment regarding the new employee. Mr. Martindell stated that he started employment today.

Chairman Pernice asked for a motion on Resolution 12-26 Memorializing the Employment of Roger Brown as a Maintenance Operator/ Electrician. Commissioner Toubin moved, seconded by Commissioner McEnergy. All present voted aye.

12-26 Memorializing the Employment of Roger Brown as a Maintenance Operator/Electrician

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

Chairman Pernice asked if there was any other Authority Business. Commissioner Toubin inquired about the refund on the bill list regarding Dr. Jill Gordon. Mrs. Leatherman stated that she had 2 accounts but only one office. Commissioner Toubin inquired about the Global Truck Center charge. Dane Martindell stated that some vehicle repairs must be sent out. George Kasternakis stated that the big diesel truck repairs cannot be fixed by Manalapan Township Public Works Department in the shared services agreement. Chairman Toubin asked about the Elizabeth Hills pump station repair. Dane Martindell stated that this was for the control panel encumbered in last year's budget, but we were unable to repair this till recently. Chairman Pernice asked for a motion to move the bill list. Commissioner Rosen moved the bill list, seconded by Commissioner McEnergy, all present voted aye.

Chairman Pernice asked if there was any other Authority Business. Dane Martindell stated all projects are moving according to plan. The Grit building equipment arrived. The solar panels are also being installed in a timely fashion. Tim Gillen stated that plans have been submitted for the Edwards Drive rehabilitation which has been reviewed by our staff and revised. Rob Noel has monitoring equipment in place at the location and there have been no back-ups since the equipment has been in place. Mr. Gillen would like to know if the Authority would like to proceed with the bid specs and proceed with the repair or should we continue with monitoring and wait. The Commissioners stated that they would like to proceed with the repair and authorize CME Associates to prepare the plans and specifications. Commissioner McEnergy inquired about any ordinances regarding grease trap inspections. Mr. Wisniewski stated that they had submitted correspondence to Marlboro and Manalapan two years ago, which was never addressed. The commissioners requested that John Wisniewski forward this information to them. John Wisniewski stated that in order to move forward the townships must amend the ordinance and delegate the power to the Authority to enforce the regulations regarding grease trap inspections. It would have to be a shared service agreement. The Authority can fine the violators in the name of the Township. Technically the fine is coming from the township; we are just enforcing the inspections. Chairman Pernice stated that we need to really educate the older businesses. Tim Gillen stated, in order to receive a Certificate of Occupancy for new businesses, a formula is utilized based on the amount of flow to establish the proper grease trap size.

Chairman Pernice stated that our next meeting will be February 16th, 2012. He thanked Commissioner Toubin for his years of service on the Board and expressed appreciation for attending this evening's meeting.

At 8:19 pm Chairman Toubin asked for a motion to go into Closed to discuss:

1. Personnel
2. Litigation

Resolution 12-28 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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