

WESTERN MONMOUTH UTILITIES AUTHORITY

WORKSHOP MEETING

March 1st, 2012

Chairman Pernice called the Western Monmouth Utilities Authority's Public meeting to order at 7:31PM. 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, Pernice, and Musich
Absent:	Commissioner Rosen
Also in Attendance:	J. Miller, Attorney, Wisniewski & Associates
	K. Henderson, T&M, Engineer
	T. Gillen, CME, Engineer
	G. Stankiewicz, Accountant
	D. Martindell, Facilities Manager
	R. Smith, Plant Supervisor
	G. Kasternakis Maintenance Supervisor
	C. Weber, Office Manager
	L. Warshauer, Supervising Accountant
	A. Finnerty, Authority Clerk

All present cited the Pledge of Allegiance.

Chairman Pernice opened the meeting.

Chairman Pernice welcomed and congratulated our newly appointed commissioner Mary Ann Musich. He requested John Miller, the Authority's Attorney proceed with Mrs. Musich's swearing in.

John Miller proceeded with Mary Ann Musich's Oath of Office.

Chairman Pernice asked if there was any public comment. Jordon Moskowitz, Manalapan Township Committee Member as well as the new liaison to the Authority appointed by Manalapan Township addressed the meeting. He congratulated Mary Ann Musich on her appointment as commissioner. He stated that her knowledge and experience will help her in her new position.

- The Discussion items on the Agenda were addressed:
- Chairman Pernice asked if there were any comments on the minutes of February 6th, 2012 and February 16th, 2012. There were none.
 - Chairman Pernice asked for comment on the UV Disinfection Equipment Conversion Change Order. Keith Henderson addressed the change order. He stated that this was really a language change in the contract and does not incur any financial changes.
 - Tim Gillen addressed the Fireside Grill and Bar request. He stated that the Fireside has requested to add additional outside seating during the summer. The Authority does not currently have rules and regulations that address seasonal outdoor seating which will increase the flow. Chairman Pernice asked if the Authority can accommodate the additional flow. Mr. Gillen stated that this is a request for additional capacity which gives the Authority the right to ask for additional connection fees and service charges. This request is a reservation for capacity towards the pump station which limits other possible connections. Chairman Pernice asked if the pump station can accommodate the additional flow. Tim Gillen stated that if we accommodate this request then the capacity is no longer available to any other project that may want to connect. We also have a request on the Agenda this evening for a connection for Maple Tree Plaza. Mr. Gillen stated that the Commissioners should consider revising the Authority's rules and regulations regarding seasonal outdoor seating. This however could create a capacity issue with the Lexington pump station. Without considering the Fireside's request, the pump station can accommodate Maple Tree Plaza's connection.
 - Tim Gillen addressed the Return of Escrow Fees on Woodward Road. This was an application for single family dwellings that were trying to tie into our system but they are not in our service area therefore they are requesting a return of fees.
 - Tim Gillen stated that the Developers Agreement for Maple Tree Plaza addresses all the conditions as originally discussed by the Authority.
 - Chairman Pernice asked for comment on the Lexington Estates Pump Station. Keith Henderson addressed the pump station. He stated that this pump station was built by K. Hovnanian 10 years ago. In 2006 the Authority attempted to take over the operation of the pump station and during the 90 day trial period the pump was not meeting its design capacity. At that point we ended the trial period and did not take it over. Keith Henderson stated that the project was reduced in size but, regardless they still did not resolve the pumping rate issue. Chairman Pernice agreed with Mr. Henderson and stated we should not take over the pump station until the issue has been resolved. Keith Henderson also stated that they feel that there are problems in the force main. A section of this project was sold to Toll Brothers by K. Hovnanian and

Toll Brothers built part of this force main. Toll Brothers has also requested for their bonds to be released and T&M will not consider their request. T&M Associates will attempt to establish a dialogue with both developers before any action will be taken.

Chairman Pernice asked for a motion on Resolution 12-03, 12-06, and 12-32. Commissioner McEnergy moved, seconded by Chairman Pernice. Upon roll call the vote was as follows:

- 12-03 Appointing Secretary
- 12-06 Appointing Assistant Treasurer
- 12-32 Authorizing UV Disinfection Conversion Equipment Change Order

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

Chairman Pernice asked if there were any comments on the bill list. Commissioner McEnergy inquired about the Emergency Elevator Repair charge. Dane Martindell stated that this elevator required a new electronic controller. Commissioner McEnergy asked about the Global Electric bill. Coleen Weber stated that they did work at the pump station at the plant and this work was done prior to the hiring of our new employee. Commissioner McEnergy inquired about the new license plates for the Authority vehicles. Mr. Martindell answered stating that these are the new no fee municipal plates. Chairman Pernice asked for a motion to move the bill list. Commissioner McEnergy moved the bill list, seconded by Chairman Pernice, the vote was as follows:

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

Chairman Pernice asked if there was any other Authority Business. Chairman Pernice inquired about the phone system evaluation. Dane Martindell stated we presented the phone company with copies of our bills. They assessed our equipment in the Administration Building as well as the plant. They stated that they will review the information and get back to Dane as soon as possible. Chairman Pernice inquired about the potential RFP for the cell tower. Chairman Pernice inquired if Kathy Leatherman was able to contact Marlboro Township. Tim Gillen stated that Mr. Wisniewski was instructed to contact Marlboro Township regarding information that the township has obtained to move forward. Gerard Stankiewicz stated that we should ask for an RFQ (Request for Qualifications). Mrs. Weber stated that she accessed the Marlboro Township website and

they had requested an RFP to lease the cell tower they constructed. Mr. Gillen stated that there are many ways to go about the cell tower construction. An RFQ will cover the important questions, i.e. is the area suited to sustain a cell tower, the height, land area and what type of access is needed to maintain the cell tower. Commissioner McEnery inquired about some clean-ups that occurred in Manalapan. Mr. Martindell stated that Rob Noel was unable to attend the meeting but will have the costs associated with these issues at the next meeting. Commissioner McEnery expressed his concern over the current situation regarding the grease trap inspections. Chairman Pernice stated that having a liaison for each township will assist in our effort to create an ordinance to enforce grease trap inspections. Tim Gillen stated that going forward, any time they see a facility that has a kitchen or cooking preparation, they are required to provide exterior grease traps with monitoring manholes. The Authority does state that the grease traps must be maintained in the rules and regulations. This inspection requires coordination with the townships. The Authority does not want to discourage commercial establishments. Dane Martindell stated that are waiting for Mr. Wisniewski's office to assess the light duty policy. John Miller answered that they are in review.

Chairman Pernice stated that our next meeting will be March 15th, 2012.

At 8:18 pm Chairman Pernice asked for a motion to go into Closed Session.

Resolution 12-33 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 McEnery and seconded by Chairman Pernice. All present voted aye.

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