

WESTERN MONMOUTH UTILITIES AUTHORITY

WORKSHOP & PUBLIC MEETING

APRIL 26th, 2016

Chairman McEnery called the Western Monmouth Utilities Authority's Public meeting to order at 7:00PM. 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, Mendez and Pernice
Absent:	Commissioner Rosen
Also in Attendance:	F. Borin, DeCotiis, Fitzpatrick & Cole, LLP K. Henderson, T&M, Engineer T. Gillen, CME, Engineer M. Dziubeck, CME Engineer G. Stankiewicz, Accountant B. Valentino, Executive Director R. Smith, Acting Facilities Manager M. Musich, Mayor of Manalapan K. Leatherman, General Manager A. Finnerty, Authority Clerk

All present cited the Pledge of Allegiance.

Chairman McEnery opened the meeting and asked if there was any public comment. There was none.

Chairman McEnery asked for comment regarding the Executive Directors Report.

Brian Valentino stated that he has a number of items for executive session this evening. Mr. Valentino stated that received a score of 100% compliance with the Open Public Records Act and our website. We are one of only a few regional authorities to have such a high score. He expressed his sincere thanks and appreciation to the Authority Clerk for her role in making sure that happened. He reminded the Commissioners and the Public that Thursday, April 28th, 2016 is the Authority's 2nd Annual Family Day from 9AM to after 12PM. He invited everyone to attend if possible.

Mr. Valentino distributed copies of the unaudited surplus report to the commissioners for their review. Mr. Valentino asked the Commissioners permission to bring in a new intern, Joseph DeRocker. He will be helping us with our annual report as well as our logo.

On the Agenda tonight we are awarding for the contract for IT support. We are not thrilled with the limited amount of bids we received as we were hoping for more variety. We have a server that needs immediate attention and we cannot wait. We requested some help with our local municipalities for more competition. The senior staff stated we need to award to the lowest bidder.

Mr. Valentino stated that he is requesting permission to advertise and conduct interviews for an in house Engineer. The recommendations have been reviewed by the staff and 2 Commissioners and they endorsed what should be in the job description.

Chairman McEnery proceeded with the meeting and asked to go forward with moving the Consent Agenda unless there is any comment on the discussion items which Chairman McEnery stated were covered in the Executive Director's report.

Commissioner Pernice wanted to confirm that everything was discussed during the Executive Director's report. He stated that we should discuss each discussion item.

- Chairman McEnery asked if there are any comments on the minutes of March 15th, 2016. There were none.
- Commissioner Pernice asked about the IT Support Contract. He asked if it was the same company that we have been using since last year. Mr. Valentino stated that the pricing will be a little higher because we are installing a new server. Commissioner Mendez asked if we will be using Ricoh. There total pricing structure was not included on the bid sheet which is significantly higher than the other company and that is what we use to make our decision.

Chairman McEnery asked if there were any other items for discussion. Chairman McEnery asked for a motion for Resolutions 16-41 through 16-46. Commissioner Mendez moved, seconded by Commissioner Pernice, the vote was as follows:

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

- 16-48 Accepting Minutes of March 15, 2016
- 16-49 Memorializing the Appointment of a New Intern
- 16-50 Authorizing the General Manager to Prepare Plans and Specifications, Advertise and Receive RFP's for the IT Support Contract
- 16-51 Authorizing the Purchase of a 2016 Extended Cab with Utility Body Using State Contract #A88726
- 16-52 Authorizing the Executive Director to Sign the Settlement Agreement between WMUA and Bradley W. Parkstrom, Project #597

Chairman McEnery stated that we have concluded the Consent Agenda. He asked if there were any comments regarding the 2 Resolutions that involve financing.

- Chairman McEnergy asked for any comment regarding Gordonwoods Estates, Project #397. Keith Henderson stated that we have the letter from April 7th, 2016 recommending release. This is an old project and there is less than \$1,000.00 remaining.

16-53 Awarding the Renewal of the Contract for IT Support to Premier Technology Solutions, LLC

16-54 Release of Escrow Funds to Gordonwoods Estates, Project #397

Chairman McEnergy asked for a motion for Resolutions 16-53. Commissioner Pernice moved, seconded by Commissioner Mendez, the vote was as follows:

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

Chairman McEnergy asked for a motion for Resolutions 16-54. Commissioner Mendez moved, seconded by Commissioner Pernice, the vote was as follows:

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

Chairman McEnergy asked if there were any questions on the bill list. Commissioner Pernice asked about the B&W item regarding emergency sanitary sewer repairs for \$28,000.00. Mr. Valentino stated he will look for the bill. Commissioner Mendez asked about the purchase of the iPads. Mr. Valentino stated that we purchased 2 iPads. Mr. Valentino stated that the other Commissioners stated that they will bring in their own iPads. Mr. Valentino stated that he can explain the B&W bill. The 2 items on the bill, one is for water main repairs in the plant which was for over \$14,000.00 and the other item is for a break in the lateral at Freehold Jeep for a very deep break which our equipment was unable to reach which also was about \$14,000.00. Chairman McEnergy asked if there were any questions on the bill list. Commissioner Mendez moved the bill list, seconded by Commissioner Pernice, all present voted aye.

Chairman McEnergy asked if there was any other Authority Business.

Commissioner Pernice asked how the Pump Station project was moving along. Mike Dziubeck stated that 2 of the 5 pump stations are almost 100% complete which the exception of the punch list; Brunswick and Prince William. Greenwood is complete with the exception of the final pavement. Texas Road is close to completion with the exception of pavement and the electric service. The issue with the electric service is that the Verizon utility pole is cracked. Lloyd Road is currently under demolition right now. Commissioner Pernice asked how the Demolition is going. Commissioner Pernice asked if we made the community aware of the projects. Mike Dziubeck stated that letters go out to the community before we start any projects. Commissioner Pernice asked if the Authority should reevaluate our list of priorities and projects. Tim Gillen stated that the next pump station (Route 79) is being evaluated for

design with the EIT. Mr. Valentino stated that this is part of the budget process. The plant managers and the ED as well as the Engineers review the capital improvement budget every single month.

Commissioner Mendez asked Keith Henderson about the purchase of the pumps for the plant; 4 pumps versus 3. Mr. Henderson stated that the project has been submitted to the Infrastructure Trust and we are still waiting for the technical review. That is expected to come in the summer. T&M will address the comments and will be out to bid sometime in December for construction to begin next year, 2017. Mr. Valentino stated that he has a report on that for Executive Session. Commissioner Mendez thought the Authority was going to use cash. Mr. Henderson stated that the Authority had cash in the budget to purchase one pump. They are submitting for a loan to purchase 4 pumps. Up until the day we close on the loan we have the option of using some cash and rest of it being a loan.

Chainman McEnery asked if there was any other Authority Business.

At 7:19pm pm Chairman McEnery asked for a motion to go into Closed Session. Commissioner Mendez moved seconded by Commissioner Pernice, all present voted aye. Resolution 16-47, Authorizing the Commissioner to go into Closed Session for the purpose of Discussing Litigation and Personnel and they will or will not return to Public Session.

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