

WESTERN MONMOUTH UTILITIES AUTHORITY

WORKSHOP MEETING

MAY 10TH, 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, Pernice and Rosen
Absent:	None
Also in Attendance:	F. Borin, DeCotiis, Fitzpatrick & Cole, LLP R. Santos, T&M, Engineer T. Gillen, CME, Engineer M. Dziubeck, CME Engineer G. Stankiewicz, Accountant B. Valentino, Executive Director 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. He stated that there is an item on the agenda appointing a new intern that was added. He stated that Jack Farrell is the second intern and a senior at the biotech high school. We are doing a favor for the South Monmouth Regional Sewerage Authority. He is required as part of the curriculum to work in a public agency.

Brian Valentino stated that up on the screens in the meeting room is a slideshow of pictures from our second annual family day. The attendance was a little less, but those who came had a remarkably better experience. A mock job site was set up by the collections crew at one of the pump stations and the attendees were able to use the robot camera. We offered a hay ride to the plant and they were able to do experiments at the lab. We invited our vendors to attend as well and sent a thank you letter.

Mr. Valentino stated that he left this month's engineering review for all the commissioners to look at. The Resolution on the Agenda for the RFP for the labor council has been updated to establish the hourly rate at \$195.00.

Chairman McEnergy proceeded with the meeting and moved on to Discussion

- Chairman McEnergy asked if there are any comments on the Connection Fee Hearing. Gerry Stankiewicz stated that every year we are required to set our connection fee since the inception of the Authority. The new connection fee will be \$4,167.00 up from \$4,143.00. The Director of Finance, Marilyn Seidenberg has prepared the calculation. It is a formula and it is not subject to trend or inflation. Expenditures divided by our number of EDCU's. There are adjustments for the Bayshore ruling and the Chapter 29 for not for profit numbers as well.
- Chairman McEnergy asked if there were any comments on the Budget Transfers Year Ending January 31, 2016. Kathy Leatherman stated that Marilyn requested that this be placed on the Agenda. Gerry Stankiewicz stated that this is done to clear up all the line items. This is basically a catch all resolution.
- Chairman McEnergy asked for any comment Authorizing the Sale, Recycling or Proper Disposal of Various Surplus Equipment. Mr. Valentino stated that twice we have put up our surplus equipment for sale, and we have failed twice to get any qualified bidders. The law now allows us to dispose of our equipment donating it to a not for profit organization within our service area. Most of them will probably go to volunteer fire companies. Commissioner Rosen asked if we can scrap them. We can take it to a scrap metal place for minimal profit.
- Chairman McEnergy asked for any comment regarding the Raw Sewage Pump Station Evaluation Study Proposal. Mr. Valentino stated we are preparing to do a renovation on the raw sewage pump station. After we did the scope of work it was determined that the HVAC in that building is not up to code. We asked T&M to give a proposal to conduct the Study limited to \$15,000.00. Rose Santos stated it will be for a preliminary design.
- Chairman McEnergy asked for any comment regarding Authorizing an RFP for Labor Attorney for the Collective Bargaining Negotiations. Commissioner Pernice confirmed that the time period was from now until January 31st, 2017.
- Chairman McEnergy asked for any comment regarding Granting Approval to Buckley Manor, Project #421. Tim Gillen stated that this is a 15 lot subdivision located south of Route 9 off of Route 79. It is small subdivision off of Buckley Road. The flow is 4500 gallons per day. It will be a small addition to our system.
- Chairman McEnergy asked for any comment regarding Granting Approval to 480 Route 9 Realties, LLC, Project #612. Tim Gillen stated that this is an existing facility that is being converted to a car dealership. Essentially they are converting the existing building and modifying their connection with a substantially lower flow than they originally asked for. Commissioner Pernice stated that this was next to Brioso where the AVIS was. That was originally supposed to be an entertainment center with a liquor license. The good news is that the capacity usage will be less. The location is right on the Manalapan/Marlboro border.

- Chairman McEnergy asked for any comment regarding the Connection Fee Payment Plan for Field of Dreams, Project #585. Rose Santos stated that they are requesting a payment plan for the Connection fee which they estimated at 25 EDCU's, roughly over \$100,000.00. They would like to make a down payment of \$20,000.00 and pay this off in 36 months. Commissioner Pernice stated that we usually allow this, however he stated that starting payment 3 months after the C of O was issued is something the Authority has never done. We need to have a better handle on the dates. Mr. Valentino stated that we do allow payment plans but we do not normally structure them in this way. Commissioner Rosen asked when the \$20,000.00 down payment will be given to the Authority. We will get the \$20,000.00 upon agreement of the payment plan. Commissioner Pernice stated that giving a payment plan is reasonable but waiting for payments after receipt of the C of O to begin payment is unacceptable. Ms. Leatherman stated that it is up to the Commissioners to agree to the terms of the payment plan. Tim Gillen stated historically we have never agreed to these kinds of terms. We will change the terms of the payment plan to state 3 months after receipt of the Building Permit, he must begin paying. Commissioner Pernice suggested that we table this resolution; Chairman McEnergy agreed Commissioner Mendez offered a motion to TABLE this resolution, seconded by Commissioner Pernice, all the Commissioner voted aye.

Chairman McEnergy asked if there were any other items for discussion. Chairman McEnergy asked for a motion for the Consent Agenda. Commissioner Rosen moved, seconded by Commissioner Mendez, the vote was as follows:

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

16-56 Authorizing RFP for Labor Attorney for Collective Bargaining Negotiations
 16-64 Authorizing the Appointment of a New Intern

Chairman McEnergy stated that we have concluded the Consent Agenda.

Chairman McEnergy asked for a motion for Resolutions 16-57 through 16-62. 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

16-57 Authorizing Budget Transfer #2Year Ending January 31, 2016
 16-58 Authorizing the Sale, Recycling or Proper Disposal of Various Surplus Equipment
 16-59 Authorizing T&M Associates to Conduct a Raw Sewage Pump Station Evaluation Study Proposal Not to Exceed \$15,000
 16-60 Granting Approval to Buckley Manor, Project #421

16-61 Granting Approval to 480 Route 9 Realities, LLC, Project #612

16-62 Granting Approval for Connection Fee Payment Plan Field of Dreams, Project #585 **TABLED**

Chairman McEnergy asked for a motion for Resolutions 16-57. Commissioner Pernice moved, seconded by Commissioner Mendez, the vote was as follows:

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

Chairman McEnergy asked for a motion for Resolutions 16-58. Commissioner Mendez moved, seconded by Commissioner Pernice, the vote was as follows:

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

Chairman McEnergy asked for a motion for Resolutions 16-59. Commissioner Mendez moved, seconded by Commissioner Pernice, the vote was as follows:

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

Chairman McEnergy asked for a motion for Resolutions 16-60. Commissioner Mendez moved, seconded by Commissioner Pernice, the vote was as follows:

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

Chairman McEnergy asked for a motion for Resolutions 16-61. Commissioner Mendez moved, seconded by Commissioner Pernice, the vote was as follows:

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

Chairman McEnergy stated that Resolution 16-62, Granting Approval for Connection Fee Payment Plan, Field of Dreams, Project #585 has been **TABLED**.

Chairman McEnery asked if there was any other Authority Business. Commissioner Pernice stated that we wanted to discuss the meeting dates. Commissioner Mendez stated that he will be unavailable on May 24th, 2016. Ms. Leatherman stated that if 3 commissioners are available then we do not have to change the meeting date. The other Commissioners stated that they will be available on May 24th, 2016; therefore the meeting will not be changed. Commissioner Pernice wanted to confirm the Connection Fee Hearing date. The Commissioners confirmed that they will be all available on June 28th, 2016. Commissioner Pernice stated he will be unavailable on August 9th, 2016. This is the only meeting we have in August.

Commissioner Rosen asked if there is any information regarding presenting State of the Union in front of the Townships. Mr. Valentino stated that he is waiting for the annual report to be completed which should be another 2 weeks. Commissioner Rosen asked if we should try to make arrangements as soon as possible. Commissioner Pernice stated that the summer calendar is coming up for the Townships. Mr. Valentino stated he is working on it. Gerry Stankiewicz stated we have to present to the townships soon for the EIT financing. Rose Santos stated that it should be approved by the state assembly soon. Mr. Stankiewicz stated once that is approved we can present to the townships.

Chairman McEnery asked if there were any questions on the bill list. Commissioner Mendez moved the bill list, seconded by Commissioner Pernice, all present voted aye.

At 7:31pm Chairman McEnery asked for a motion to go into Closed Session. Commissioner Mendez moved seconded by Commissioner Pernice, all present voted aye. Resolution 16-63, Authorizing the Commissioner to go into Closed Session for the purpose of Discussing Litigation and Personnel and they will not return to Public Session.

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