

WESTERN MONMOUTH UTILITIES AUTHORITY

PUBLIC MEETING

October 19th, 2016

Chairman McEnery called the Western Monmouth Utilities Authority's Public meeting to order at 7:02pm. 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 G. Stankiewicz, Auditor M. Dziubeck, CME Associates K. Henderson, T&M Associates B. Valentino, Executive Director J. Carr, Manager of Engineering Services R. Smith, Facilities Manager K. Leatherman, General Manager A. Finnerty, Authority Clerk

All present cited the Pledge of Allegiance.

Chairman McEnery asked if there was any public comment. There was none.

Chairman McEnery asked for comment regarding the Executive Directors Report.

Mr. Valentino stated that he has a few items for this evenings meeting. The summer season has ended and we have started our fall maintenance program, clearing easements etc. We have started something new based on the data we received from the interceptor study; we have a dedicated crew in the collections division that is running the TV camera thru Basin 2 to address lines that need repair. The I&I program has been instrumental in creating a dedicated crew to TV the lines.

The two projects that are waiting for closure are the line assurance program and the dead zone study; meetings were had to address this. Brian Valentino stated that he will have a presentation regarding this in the November meeting.

The capital budget and the operating budget have been distributed electronically to the Commissioners this week. Mr. Valentino stated he has not looked at the final draft yet. He would like to meet with the commissioners and the key staff members to discuss the final version for presentation.

Mr. Valentino stated that we are very involved in the Professional Development Academy. The Plainfield Sewerage Authority is having an in house training on the safe operation of the jetvac and we would like to send some of our employees for this training. George White requested to send 5 people for this training. Mr. Valentino stated that we have entered into a public/private partnership based on the authorization in July to clean septic tanks for not for profits that serve us. We will be getting free access of all of the facilities at Quail Hill Scout Reservation for employee training or other events. He also stated that the Commissioners can use the facilities as well.

Mr. Valentino stated that Commissioner Mendez's Birthday is tomorrow October 20th. The Commissioners wished him a Happy Birthday.

Chairman McEnery proceeded with the meeting and moved on to Discussion.

- Chairman McEnery asked for any comment regarding the Authority Budget for 2017-2018.
- Chairman McEnery asked for any comment regarding the Minutes of September 27, 2016. Commissioner Pernice stated he will abstain from the vote because he was not in attendance for the meeting of September 27, 2016. Ms. Leatherman stated that 2 people can approve the minutes.
- Chairman McEnery asked for any comment regarding Authorizing the General Manager to prepare plans and specifications, advertise and receive bids for various service contracts due to expire on 1/31/17. Mr. Valentino stated that this is our annual service contracts that expire. This is for the half that is coming due. Commissioner Mendez asked which contracts we have to bid on. Ms. Leatherman read the ones listed: Emergency Vacuum Tanker Service, Grit & Screenings Disposal, Emergency Sanitary Sewer Maintenance & Repair Service, Emergency Generators Maintenance & Repair Service and Scheduled Sewer Maintenance & Repair Service.
- Chairman McEnery asked for any comment regarding the Approval for 70 Greenwood Road, LLC, Project #616. Mike Dziubeck stated that this is CME's project on the corner of Tennent Road and Greenwood Road in Marlboro The only connection would be a bathroom in an office.
- Chairman McEnery asked for any comment regarding Authorizing CME to Proceed with the Hawkins Road Force Main Replacement Investigation through Bid Specifications. Mr. Valentino stated that this item and the next two items are procedural and are in the capital budget.
- Chairman McEnery asked for any comment regarding Authorizing CME to Proceed with the Mill Ponds Force Main Replacement Investigation through Bid Specifications.
- Chairman McEnery asked for any comment regarding Authorizing CME to Proceed with the Greenwood Road Force Main Replacement Investigation through Bid Specifications.

Chairman McEnery asked for any comments on the Resolutions. Chairman McEnery asked for a motion for Resolutions 16-115 through 16-120.

16-115 Approving Minutes of September 27, 2016

- 16-116 Authorizing the General Manager to Prepare Plans and Specifications, Advertise and Receive Bids for the Services Specified in this Resolution
- 16-117 Granting Approval to 70 Greenwood Road, LLC, Project #616
- 16-118 Authorizing CME to Proceed with Hawkins Road Force Main Replacement Investigation through Bid Specifications
- 16-119 Authorizing CME to Proceed with Mill Ponds Force Main Replacement Investigation through Bid Specifications
- 16-120 Authorizing CME to Proceed with Greenwood Road Force Main Replacement Investigation through Bid Specifications

Commissioner Mendez moved 16-115; Accepting Minutes of September 27, 2016, seconded by Chairman McEnergy, the vote was as follows:

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

Commissioner Mendez moved 16-116 through 16-120, 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 comments on the bill list. There was none. Commissioner Mendez moved, seconded by Commissioner Pernice. All present voted aye.

Chairman McEnergy asked if there is any other Authority Business.

Commissioner Pernice stated that he had the privilege of attending the WEFTEC in New Orleans. He was very impressed with the classes and the practical applications. Different sewer authorities and water authorities were there from different states and they shared information. Keith Henderson of CME advised Commissioner Pernice to attend some classes that would be helpful here. One example of a class was to know your assets; it was regarding our operation, our data, our master plan and one thing that they spoke about was pipes. We talk about replacing our pipes. It taught him to come up with a good practical budget and approach dealing with replacing the pipes. He stated that we have to assess our master plan and how we manage it. Also, within our master plan we should have workshops. He had the opportunity to look at collection systems and to see how Somerset and Raritan Valley Authority operate and installed a secondary plant. In their case it proved to be a good idea but it was temporary. Commissioner Pernice recommends that we should send employees from the plant because he felt it was a great learning experience. He stated that he was there with George White, the Collections Superintendent. George White was so helpful and was able to explain and point things out that we have in the collections system and things we don't have. George was very knowledgeable. He asked George questions if he didn't understand something and George was able to explain things. Commissioner Pernice stated that they discussed a pole camera which George White said would be beneficial. Some vendors offered a 30 day trial basis on a pole camera, but Commissioner Pernice stated that it would be helpful in the plant. Commissioner

Mendez stated that when he attended the AEA convention in Atlantic City it was also a great learning experience.

Commissioner Pernice stated that we have a meeting on November 22, 2016 and suggested that we change the time of the meeting from 7PM to 6PM. He confirmed the time with Jeff Rosen. The Commissioners agreed to the time change. Ms. Leatherman stated that she will take care of the change.

Commissioner Pernice stated that he was able to discuss the presentation from the last meeting with Jim Carr, our Manager of Engineering Services regarding the Equalization Basin and stated that he also concurs that we should go with Option 5. Commissioner Mendez inquired about the pump that Robby Smith requested. Mr. Valentino stated that it will be in the capital budget for next year as well as the pole camera.

At 7:23PM, Chairman McEnery stated that they will move into Closed Session and asked for a motion for Resolution #16-121; Authorizing the Commissioners to go into Closed Session for the Purpose of Discussing Litigation and/or Personnel and Contracts and they will not return to Public Session. Commissioner Mendez moved, seconded by Commissioner Pernice. All present voted aye.

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