

WESTERN MONMOUTH UTILITIES AUTHORITY

PUBLIC MEETING

November 22, 2016

Chairman McEnergy called the Western Monmouth Utilities Authority's Public meeting to order at 5:35pm. 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, Mendez, Pernice and Rosen
Absent:	A. Finnerty, Authority Clerk
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
	D. Martindell, Regulatory Compliance Supervisor
	G. White, Collections Superintendent
	M. McCann, Assistant Collections Superintendent
	L. Warshauer, Supervising Accountant
	K. Leatherman, General Manager

All present cited the Pledge of Allegiance.

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

Commissioner Pernice arrived at the meeting at 5:38pm.

Chairman McEnergy stated that we will move directly to the discussion regarding the Introduction of the Authority Budget for 2017 – 2018 because Commissioner Rosen had to be called on the phone for his vote. Commissioner Pernice stated he would like to make some comments regarding the budget. He stated that he and Commissioner Mendez met with the management staff to go over the budget. He stated that the management staff put in a lot of effort to deliver a sound budget and we have no increase. Commissioner Pernice stated that we will have the Public Hearing on January 24th, 2017 to adopt the budget. He said that they were all aware that connection fees were going to be very lean. Commissioner Pernice recommends that it would make sense to zero the connection fees out on the current budget. He is also aware of the increase of pricing in chemicals. Delinquent payments have risen. The economy has created a lot of issues for the ratepayers and we should be aware of potential for more payment agreements. Commissioner Mendez stated that he would like to have a spreadsheet regarding the delinquent payments for the last three years. Mr. Valentino made note of that. Mr. Valentino stated that we should vote on the Resolution regarding the budget. He also stated that he can add a quick presentation for the commissioners if they would like.

Commissioner Pernice moved Resolution **16-125 Introducing Authority Budget for Fiscal Year 2017 – 2018**. Commissioner Mendez seconded. The vote was as follows:

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

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

- Chairman McEnergy asked for any comment regarding the Minutes of October 19th, 2016. There were no comments. The commissioners voted on the Minutes. 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 any comment regarding Authorizing the Pay to Play, Fair and Open Resolutions for Authority Professionals. Mr. Valentino stated that the next two items are routine every year.
- Chairman McEnergy asked for any comment regarding the Authorizing the Pay to Play, Fair and Open Resolutions for Engineering Services.
- Chairman McEnergy asked for any comment regarding the Introduction of the Authority Budget for 2017 – 2018. The budget was discussed and voted on.
- Chairman McEnergy confirmed that Commissioner Rosen was still on the phone. Ms. Leatherman suggested that they discuss the meeting scheduled for December 13th, 2016. He confirmed that he will be available for the meeting.
- Chairman McEnergy asked for any comment regarding the proposed meeting schedule for 2017 – 2018. Commissioner Pernice stated that the first meeting scheduled for February was Valentine’s Day; we should consider changing the meeting. Ms. Leatherman stated that we can change this before the Resolution is published.
- Chairman McEnergy asked for any comment regarding the Shared Services Agreement with Marlboro Township for Snowplowing. Mr. Valentino stated that we started this agreement last year. This year is a little different; Marlboro will be renting trucks for our employees to utilize. This doesn’t involve our equipment, just our employees.
- Chairman McEnergy asked for any comment regarding Authorizing T&M Associates to prepare Design Services related to the proposed improvements to the HVAC System in the Raw Sewage Pump Station Building and Sludge Pump Improvements. Jim Carr stated that the pump station project with the EIT right now is to replace the raw sewage pumps. During the design phase of this project, they realized the air handling equipment of the building is not up to code. This proposal is to design a new system to bring it up to code. This will be a big improvement to the environment inside the building.

- Confirming Employee Appreciation Luncheon December 13, 2016 with Workshop Meeting Scheduled for 11am.

Chairman McEnery asked for any comments on the Resolutions. Chairman McEnery asked for a motion for Resolutions 16-123, 16-124, 16-126 and 16-127.

- 16-122 Approving Minutes of October 19th, 2016
- 16-123 Authorizing Pay to Play, Fair and Open Resolutions: Authority Professionals
- 16-124 Authorizing Pay to Play, Fair and Open Resolutions: Authority Engineers
- 16-125 Introducing Authority Budget for Fiscal Year 2017 - 2018
- 16-126 Authorizing the Execution of a Shared Service Agreement between the WMUA and the Township of Marlboro
- 16-127 Authorizing T&M Associates to prepare Design Services related to the Proposed Improvements to the HVAC System in the Raw Sewage Pump Station Building and Sludge Pump Improvements

Commissioner Mendez moved 16-123, 16-124, 16-126 and 16-127 by Chairman Pernice, the vote was as follows:

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

Chairman McEnery asked if there were any comments on the bill list. There was none. Commissioner Pernice moved, seconded by Chairman McEnery. All present voted aye.

Chairman McEnery asked if there is any other Authority Business.

Commissioner Mendez inquired about the HVAC replacement at the pump station. Jim Carr stated that there are not enough air changes per hour. Keith Henderson stated that this is the original equipment installed in the 70's. Two issues exist; a lot of equipment needs to be replaced because it is 40 to 50 years old and the second issue is that the codes have changed. Commissioner Mendez asked if we know how old our equipment is. Keith Henderson stated as you get more into asset management you will realize the ages of equipment, etc. The Authority had major upgrades through the year, in the 70's, the 80's and in 2008. Commissioner Mendez asked if there are any other pump stations that will need major repairs due to their age. Dane Martindell stated that this HVAC replacement refers to the influent pump station in the plant. Tim Gillen stated that we are updating pump stations now. Hawkins Road and Route 79 have just been updated. Commissioner Pernice stated that we did an assessment about 4 years ago. Mayor Musich was part of the WMUA Board at that time. This is how we came up with the top 5 pump stations to upgrade. Commissioner Mendez asked the Executive Director where we stand on the repair of the pump stations and the five year plan. Mr. Valentino stated, as they are repaired they are removed from the budget and other things are added. Mr. Valentino stated that the engineering staff discusses the most important projects monthly. Commissioner Mendez asked Dane Martindell if the plant lost power on Saturday, November 19, 2016. Mr. Martindell stated we were without power for a couple of hours.

Commissioner Pernice asked Keith Henderson about an email concerning Chelsea Commons and sanitary sewers from 2008. Mr. Henderson stated the developer wants to close out the

project and had an escrow balance deficiency which he recently replenished. He has done his pressure testing which T&M witnessed. Commissioner Pernice asked if he has addressed all the items. Keith Henderson stated there are a few more things that need to be taken care of.

Gerard Stankiewicz stated they received a notification from the September meeting that the EIT is refinancing 2010 Series A bonds. We are minor participants in this deal but we must go along with the refinance. His recommendation would be to let the financing proceed and keep our reserves intact. The Commissioners agreed with Mr. Stankiewicz so he will let the NJEIT know that we are going to let them proceed with the refinancing.

At 6:00 PM, Chairman McEnery stated that they will move into Closed Session and asked for a motion for Resolution #16-128; 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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