

WESTERN MONMOUTH UTILITIES AUTHORITY

WORKSHOP MEETING

October 11th, 2012

Chairman Pernice called the Western Monmouth Utilities Authority's Public meeting to order at 6:31PM. 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, Musich, Pernice and Rosen
Absent:	None
Also in Attendance:	J. Miller, Attorney, Wisniewski & Associates K. Henderson, Engineer, T&M Associates T. Gillen, Engineer, CME Associates G. Stankiewicz, Auditor D. Martindell, Facility Manager R. Smith, Plant Superintendent G. Kasternakis, Maintenance Supervisor M. Seidenberg, Director of Finance K. Leatherman, General Manager A. Finnerty, Authority Clerk

All present cited the Pledge of Allegiance.

Chairman Pernice asked if there was any public comment.

John Ploskonka of Concept Engineering addressed the commissioners. Mr. Ploskonka stated that he has submitted written correspondence requesting sewer service in an area that is not in the WMUA service area. Chairman Pernice stated that the WMUA has to follow protocol; the Authority must wait for the township and then the DEP. Until the approval comes back from the DEP, the Authority cannot approve the connection.

Chairman Pernice closed the public portion of the meeting

Chairman Pernice proceeded with discussion.

- Chairman Pernice asked for comment on the minutes of September 5th, 2012 and September 20th, 2012. Chairman Pernice confirmed that the requested changes were addressed, which Mrs. Leatherman confirmed.
- Chairman Pernice asked for comment regarding contracts that are due to expire on January 31st, 2013. Mrs. Leatherman stated that we are lining up all

our bids within our fiscal year. They will be awarded and effective February 1st, 2013.

- Chairman Pernice asked for any comments regarding the Budget Amendment. Mr. Stankiewicz stated that he forwarded correspondence regarding the NJEIT. He stated that time lines are very critical. The amendment will authorize only an amount till January 31st, 2013. Mr. Stankiewicz stated that the NJEIT will meet in late January. Mr. Gillen stated that they review projects that are submitted and hopefully we will be approved. Mr. Henderson stated that most projects are funded.
- Chairman Pernice asked about the budget update. Mrs. Leatherman stated that the managers have completed their portion of the budget and now are awaiting approval from the commissioners. Chairman Pernice requested that a budget meeting be scheduled to finalize the details. A meeting will be scheduled for October 25th, 2012. at 9:30am.
- Chairman Pernice asked for comment on the Point and Pay Contract. Marilyn Seidenberg stated that for each option offered, the customer is responsible for the fees. The Authority will not pay a set-up fee or an annual fee. Chairman Pernice asked how soon she can set this up. John Miller, the Authority Attorney confirmed that the contract language is correct. Commissioner Rosen asked about any other issues that may impede this process. Mrs. Seidenberg stated that there is a \$5.00 charge back fee if a customer disputes a charge which was holding up the process. This fee can now be passed on to the customer. Chairman Pernice asked if Mrs. Seidenberg will conduct any tests. Mrs. Seidenberg stated that she will engage some of the employees of the authority as test subjects. Mrs. Seidenberg stated that the programmers and Point & Pay are working together.
- Keith Henderson addressed 352 Monmouth Road, Project #516. The properties will require a grinder pump to get the flow up to street level. Keith Henderson said the homeowners will be responsible for the electric to power the pump and maintenance of the pump. Life expectancy of these pumps usually is about 5 years, and replacement is fairly simple.
- Chairman Pernice asked for comment on the Wood Avenue Apartments Performance Bond Release. Keith Henderson stated that they have posted a sufficient amount of money for completion of this project.

Chairman Pernice asked for any other comments. Chairman Pernice asked John Miller if the ordinances in Manalapan and Marlboro townships have been amended regarding grease trap inspections. John Miller confirmed that the ordinance has been amended for the ability of the Authority to inspect the grease traps. Chairman Pernice wanted the language to include charging the customers the fees for the cost of the clean-up for blockages in our system caused by not maintaining these grease traps. Chairman Pernice requested that Mr. Miller to follow-up and expressly request that we are able to charge for blockages caused by this. Chairman Pernice also requested information from the engineers regarding costs of maintaining pump stations in order to amend our rules and regulations for accepting future pump stations. Tim Gillen requested information from the authority regarding the size and electrical costs of the pump stations in order to create a graph. Chairman Pernice requested that Dane Martindell contact Rob Noel in regard to

the completion of the pump station reports. Keith Henderson stated that he would like a Resolution prepared for the next meeting regarding the completion of Castle Point. George Kasternakis commented on the new grit chambers that were installed. He stated that upon receipt of the codes that they created a much more efficient run from 24 hours reduced to 4 hours. Marilyn Seidenberg requested that she be able to reimburse any employee of the Authority who signs up for the credit card program, which the commissioners agreed to do. Robert Smith stated that we had the state inspection last week and everything went well. The DEP came in and took the tour and were satisfied. Dane Martindell stated we are still waiting to hear from Ray Ferrara regarding the DEP. Chairman Pernice requested that next weeks meeting be changed to 6:30pm starting time which all the commissioners agreed upon.

Chairman Pernice asked if there were any questions on the Bill List. Commissioner Rosen moved the bill list, seconded by Commissioner McEnery. Upon roll call, the vote was as follows:

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

Chairman Pernice closed the meeting and asked for a motion for closed session.

1. Personnel & Litigation

At 7:03 pm, Resolution 12-104, Authorizing the Commissioners to go into Closed Session for the purpose of discussing Litigation, and they will not return to Public Session was moved by Commissioner Musich and seconded by Commissioner Rosen. All present voted aye.

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