

WESTERN MONMOUTH UTILITIES AUTHORITY

WORKSHOP MEETING

May 12<sup>th</sup>, 2015

Chairman Rosen 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, Pernice and Rosen
Absent:	Commissioner Mendez
Also in Attendance:	K. Kinsella, DeCotiis, Fitzpatrick & Cole, LLP
	T. Gillen, CME Associates
	R. Santos, T&M Associates
	G. Stankiewicz, Auditor
	B. Valentino, Executive Director
	M. Seidenberg, Director of Finance
	K. Leatherman, General Manager
	A. Finnerty, Authority Clerk
	M. Musich, Manalapan Deputy Mayor
	Committeewoman

All present cited the Pledge of Allegiance.

Chairman Rosen asked if there was any public comment. Chairman Rosen greeted Maryann Musich and asked how things are in Manalapan. Ms. Musich thanked him and stated that everything is fine.

Chairman Rosen asked for comment regarding the Executive Director Report.

Brian Valentino stated he has a few items. Mr. Valentino stated we do not yet have an engineer's estimate for the vivianite. He stated that the Rules and Regulations have been formally drafted. We received the draft from the Attorneys office and they have been distributed to managers for review. The HVAC project at the management building at the plant is ongoing. Mr. Valentino stated that Tim Gillen from CME has some updated information regarding the hospital project in Marlboro.

Tim Gillen stated that they received a request from Marlboro Township via the County to incorporate the developed portion of the hospital site within the Wastewater Management Plan for the provision to be used as a recreational facility. This has yet to be designed and yet to be determined. They are asking whether or not the Authority objects to this. Mr. Gillen stated that the problem is we don't know what capacity we have available within the facilities proximate to the site and the plant here on Pinebrook. They still don't know what they are going to build and when we ask them they asked what they can build. At some point in time we will reach a facility that cannot be built because of capacity and excessive cost. They would have to build a pump station and a forcemain to connect, this will be

their responsibility. They are really trying to ascertain if the Authority will accept the flow but ultimately they don't have a plan to accept. Commissioner Pernice stated if a customer wants to connect and they are not in the service plan, we advise them to contact the township and try to get in the service plan. Once they are approved we are more than willing to help them. Marlboro Township wants to help approve the hospital site and allow them in the Wastewater Management Plan (WWMP). The Authority can only assess and add this site if we have the capacity regardless of whether or not they are approved and added by the county to the WWMP. Commissioner Pernice stated that by helping them getting in the WWMP, does not affirm that we can service them. Chairman Rosen stated we will do what we can without compromising our facility.

Chairman Rosen proceeded with the meeting.

- Chairman Rosen asked for any comment regarding the Connection Fee Hearing. Gerry Stankiewicz stated that Marilyn Seidenberg, Director of Finance, prepared the calculation. The Auditor is just verifying the calculation. The Resolutions will have to be advertised appropriately. The Resolution will be approved at the next meeting on May 26, 2015. Ms. Leatherman stated that we always approve the Hearing Fee Resolution at the second meeting in May which gives us more than enough time to advertise.
- Chairman Rosen asked for any comment regarding the Release of the Performance Guarantee for the American Burma Buddhist Association, Project #01-38. Ms. Santos stated that they are not actually recommending release. Ms. Leatherman stated that a Resolution will not be passed until the next meeting scheduled on May 26, 2015.
- Chairman Rosen asked for any comment regarding the Payroll Processing. Brian Valentino stated that the commissioners asked for a more detailed explanation of the proposals. Ms. Seidenberg stated that she included an excel spreadsheet with the agenda for the Commissioners for a comparative review. Primepoint, LLC is the only company that is willing to do the individualized programming that we require in conjunction with our union contracts. Ms. Seidenberg stated she spoke with several references that Primepoint submitted with their proposal. Chairman Rosen asked if Ms. Seidenberg spoke to other municipalities. Ms. Seidenberg stated she spoke with other municipalities; New Brunswick, South Brunswick, Monroe Township. Mr. Valentino stated that it was an extensive positive list. WMUA will manage their own funds; we will manage our own payroll taxes as well as direct deposit. Chairman Rosen asked if this will make our payroll easier to manage. Ms. Seidenberg stated she will not know till we try this out and there are limitations. This is a one year contract that is renewable yearly and they can raise prices. Chairman Rosen asked if the current rates from Primepoint are only good for one year. Ms. Seidenberg answered yes. The one time implementation fee will be higher because they have to install and train, etc. Chairman Rosen asked about the technology. Ms. Seidenberg stated we will be using a hand punch system. Gerry Stankiewicz stated that this payroll service company services sizable towns. Ms. Seidenberg stated that this will be a big learning process. The Supervisors will be trained and they will then train the employees. Commissioner Pernice asked when this will begin. Ms. Seidenberg stated that she hopes to have this begin in July because she is going away on vacation. Chairman Rosen asked if the Managers actually have

to stand there and watch the employees punch in. Ms. Seidenberg stated that in the beginning we will help the employees till they are comfortable.

- Chairman Rosen asked for any comment regarding the Water Plan Amendment for Marlboro Township. Tim Gillen stated that there are 2 plans in our agenda tonight. The first resolution is for several developments that were built and were in our service area and inadvertently removed. The second amendment are also existing facilities that are being serviced by the Marlboro Treatment Plant that are schedule to be demolished and need an alternative location.

Chairman Rosen asked if there were any other questions, there were none.

Chairman Rosen asked for a motion for Resolutions 15-69 through 15-72.

- 15-69 NJEIT Financing
- 15-70 Awarding Contract for Payroll Processing Services to Primepoint, LLC
- 15-71 Consenting to a Proposed Water Quality Management (WQM) Plan Amendment for the Inclusion of Various Properties in Marlboro Township, Blocks 160 Through 160.04
- 15-72 Consenting to a Proposed Water Quality Management (WQM) Plan Amendment for the Inclusion of Various Properties in Marlboro Township, Block 157, Lots 34.02 and 34.03

Commissioner McEnery moved Resolution 15-69 through 15-72, seconded by Commissioner Pernice. The vote was as follows:

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

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

Chairman Rosen asked if there was Authority Business.

At 7:25pm Chairman Rosen asked for a motion to go into Closed Session. Commissioner McEnery moved Resolution 15-73, Authorizing the Commissioners to go into Closed Session for the purpose of Discussing Personnel and they will not return to Public Session. Commissioner Pernice seconded all present voted ayes.

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