

WESTERN MONMOUTH UTILITIES AUTHORITY

WORKSHOP AND PUBLIC MEETING

November 10<sup>th</sup>, 2015

Chairman Rosen called the Western Monmouth Utilities Authority's Public meeting to order at 6:05pm. 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 Rosen
Absent:	Commissioner Pernice
Also in Attendance:	F. Borin, DeCotiis, Fitzpatrick & Cole, LLP T. Gillen, CME Associates (left before the meeting) M. Dziubeck, CME Associates R. Santos, T&M Associates G. Stankiewicz, Auditor B. Valentino, Executive Director R. Smith, Facilities Manager M. Seidenberg, Director of Finance K. Leatherman, General Manager A. Finnerty, Authority Clerk

All present cited the Pledge of Allegiance.

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

Chairman Rosen asked for comment regarding the Executive Director Report.

Brian Valentino stated that he has two items he wanted to discuss. The first item is regarding authorizing the hiring of two new employees. Mr. Valentino stated that he potentially found two new employees to fill the vacancies regarding the two employees who retired. Chairman Rosen asked if we needed the employees. Mr. Valentino stated that we are incurring overtime. The Commissioners all agreed that we should hire the employees to fill the vacancies.

The second item is regarding the Senate bill S72 that he testified for yesterday, November 9<sup>th</sup>, 2015. His testimony was able to persuade the committee to hold the bill without further action. They have agreed to meet with the AEA and draft better language that will be less destructive to sewerage authorities. There is very limited time left in the legislative sessions. He has nothing for Closed Session.

Chairman Rosen proceeded with the meeting.

- Chairman Rosen asked for comment regarding the Minutes of October 13<sup>th</sup>, and October 27<sup>th</sup>, 2015. There were no comments.
- Chairman Rosen asked for any comment regarding the Resolution; Authorizing Pay to Play, Fair and Open Resolutions for Authority Professionals. Mr. Valentino stated that we do this every year.
- Chairman Rosen asked for any comment regarding the Introduction of the Authority Budget for 2016 – 2017. There are a few minor changes from the draft presented at the last meeting. It doesn't affect the bottom line. It will cause a rate increase from \$109.00 per quarter to \$119.00 per quarter. Mr. Valentino suggested that we add a Resolution this evening for a public hearing to move forward with this rate increase.
- Chairman Rosen asked for any comment regarding the Proposed Meeting Schedule for 2016 -2017. Mr. Valentino stated that this is just for review. We have to set the dates before the Re-Organization meeting. The Commissioners have time to discuss the meeting dates. Commissioner McEnergy stated that we cannot confirm dates unless all the commissioners are present.
- Chairman Rosen asked for any comment regarding the Shared Services Agreement with Marlboro Township. Mr. Valentino stated that this is for snow plowing. We will provide CDL licensed drivers to provide snow plowing in the town of Marlboro. Marlboro Township is very dependent upon private contractors at a very high rate of \$250.00 plus per man per hour. The Authority will provide service for less than that and currently are in negotiations with the Township. Commissioner Mendez asked if we are in the position to lend out staff. Mr. Valentino stated that we are.
- Chairman Rosen asked for any comment regarding the Authorization of New Employees. Mr. Valentino stated that this was discussed in the Executive Directors report.
- Chairman Rosen asked for any comment regarding the Workshop Meeting scheduled for December 9<sup>th</sup> at 11am followed by the Holiday Party scheduled for 12pm. Chairman Rosen stated he will be unable to attend the December 9<sup>th</sup>, Meeting and Holiday Party and stated that they should proceed without him attending. Ms. Leatherman stated that we need at least 3 Commissioners to proceed with the meeting. The other Commissioners confirmed and stated that Commissioner Pernice will be available for that time and they will proceed with rescheduling the Workshop Meeting from December 8<sup>th</sup>, 2015 to December 9<sup>th</sup>, 2014 along with the Holiday Party.
- Chairman Rosen asked for any comment regarding the return of all Escrow due to Cancellation of the Project for Szabocsik, Project #457. Rosario Santos stated that this project was originally approved for a development in 2008. There has been no activity for the last two years and they are requesting a return of their cash bond and they have decided to abandon the project at this time.
- Chairman Rosen asked for any comment regarding the Return of Cash Surety to Premier Collection @ Manalapan, Project #344. Rosario Santos stated that their maintenance bond period has expired. A final inspection by T&M associates indicates that there are no deficiencies and they are

recommending release of the bond and cash subject to any invoices that are open and outstanding.

- Chairman Rosen asked for any comment regarding the Equalization Basin Permeability Testing. T&M conducted testing on the layer beneath the liner, at four different locations for the rate of permeability to see if was in compliance with the state standard rate of permeability. This was hand augured from 1 to 4 feet at 4 different quadrants. T&M Associates has advised the Authority to contact the NJDEP to let them know of the changed conditions of the liner as well as advise them of the actions that will be undertaken. Ms. Santos stated that there were meetings with the Brian Valentino, Robby Smith and Dane Martindell with regards on how to move forward and she stated that a concrete tank is the best option at this time. Mr. Valentino stated that this was discussed at length with the Engineers as well as the Supervisors in separate meetings. All possibilities were discussed and a tank is the quickest and most reliable way to move forward. He stated that there are some concerns; it will reduce our capacity a little bit because it holds less than the equalization holds. The plan is when the standard comes in we will build a secondary tank next to it that will give us more capacity than we currently have. Commissioner Mendez asked about the time frame. Mr. Valentino stated that we have not gone out and asked for any estimates yet. Chairman Rosen asked about the size of these tanks and if we have room. Mr. Valentino stated that it would be about the size of what we currently have. Chairman Rosen asked how this would be built. Mr. Valentino stated that we would bypass the other tank. He said it will be a temporary decrease. Chairman Rosen asked about the cost. Mr. Valentino stated that the cost of 2 tanks will be the more money than one equalization basin but if we take any chances with a new equalization basin and the new state standard comes in effect, we will be tearing out the equalization basin to build a tank anyway. He stated we should move forward with a concrete basin. Chairman Rosen asked why we wouldn't build 2 immediately. Mr. Smith stated that it is a cost issue. Chairman Rosen asked Robby Smith, how soon a secondary basin will need to be built. Mr. Smith stated that we will need the second one in about 3 years. Mr. Valentino stated the total capacity will be the same as it is we will be meeting a stricter standard. Robby Smith stated that denitrification is the issue. Ms. Santos stated that there is a layer of sludge which is reducing the amount of capacity. Robby Smith stated they talked about putting pumps in the existing tank they have now. Along with the other tank, when the flow goes up they would pump it out when the flow came down, which would kind of act as an equalization basin. Ms. Santos stated that we are using only one nitrification tank now. A second basin would offer storage capacity when the equalization basin is removed and also gives us more flexibility when the new requirements come out, they will know exactly what we need and what to design. Chairman Rosen stated that we will definitely have capacity issues. Mr. Valentino stated that he will try and get quotes for 2 tanks cost effectively. Chairman Rosen stated he would like the Authority to think ahead. Mr. Smith stated he would like to see drawings of what T&M is proposing. Mr. Valentino stated that they didn't want to incur any costs regarding drawings till a decision is made. Mr. Valentino stated we also have to contact DEP and let them know that we are moving forward. Chairman Rosen asked how high the

tanks go. Mr. Santos stated that the tanks are 16 to 18 feet deep and stick up above ground about 22 feet and there is a chain link fence that goes around it. Ms. Santos asked if the Commissioners want a presentation. Chairman Rosen stated they would like to see the cost benefit of building 1 and/or building 2 or preparing for a second one. Mr. Smith stated that right now 1 tank would be about 1.5 million dollars to 2.2 million. Commissioner Mendez asked if the process would be delayed in processing waste. Mr. Smith stated that it would be shorter with a smaller tank. Mr. Valentino stated that the DEP is waiting for a plan to deal with the permeated liner.

- Chairman Rosen asked for any comment regarding granting a stipend to Authority Managers. Mr. Valentino stated that this was authorized in the last meeting. He was just asking about the date it should become effective. The Commissioners stated that it should be when the vehicles were lost in May. Mr. Stankiewicz confirmed if this is going to be rolled into their salary and requested the language be changed in the Resolution. Ms. Leatherman stated that they will correct the Resolution accordingly.

Chairman Rosen asked if there were any other questions, and stated that we are going to move right to Resolutions.

- 15-127 Approving Minutes of October 13, 2015
- 15-128 Approving Minutes of October 27, 2015
- 15-129 Authorizing Pay to Play, Fair and Open Resolutions: Authority Professionals
- 15-130 Introducing Authority Budget for Fiscal Year 2016 – 2017
- 15-131 Authorizing the Return of all Escrow Money to John & Elizabeth Szabocsik, Project #457
- 15-132 Authorizing the Return of all Escrow Money to Premier Collection @ Manalapan, II, Project #344
- 15-133 Authorizing an Increase to Managers Base Salaries
- 15-134 Authorizing Public Hearing to Fix New Sewer Service Charges

Chairman Rosen asked for a motion for Resolutions #15-127 and 15-128. Commissioner Mendez moved seconded by Commissioner McEnergy. The vote was as follows:

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

Chairman Rosen asked for a motion for Resolution 15-129. Commissioner Mendez moved seconded by Commissioner McEnergy. The vote was as follows:

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

Chairman Rosen asked for a motion for Resolution 15-131 and 15-132. Commissioner McEnergy moved seconded by Commissioner Mendez. The vote was as follows:

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

Chairman Rosen asked for a motion for Resolution 15-133. Commissioner Mendez moved seconded by Commissioner McEnergy. The vote was as follows:

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

Chairman Rosen asked for a motion for Resolution 15-130. Commissioner McEnergy moved seconded by Commissioner Mendez. The vote was as follows:

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

Brian Valentino requested that the Attorney, Frank Borin add an additional Resolution regarding a hearing for a rate increase for December 22<sup>nd</sup>, 2015. Frank Borin added Resolution 15-134, Authorizing Public Hearing to Fix New Sewer Service Charges. Ms. Leatherman stated that we need to advertise at least 20 days before the hearing. Chairman Rosen asked for a motion for Resolution 15-134. Commissioner McEnergy moved seconded by Commissioner Mendez. The vote was as follows:

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

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

At 6:36pm Chairman Rosen asked for a motion to adjourn the meeting. Commissioner Mendez moved, seconded by Commissioner McEnergy. All present voted aye.

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