

WESTERN MONMOUTH UTILITIES AUTHORITY

WORKSHOP MEETING

JANUARY 3RD, 2013

Chairman Pernice called the Western Monmouth Utilities Authority's Public meeting to order at 7:32 PM. 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. Wisniewski, Attorney, Wisniewski & Associates K. Henderson, Engineer, T&M Associates T. Gillen, Engineer, CME Associates G. Stankiewicz, Auditor D. Martindell, Facility Manager G. Kasternakis, Maintenance Supervisor R. Noel, Collections Superintendent J. Sawicki, Assistant Collections Superintendent 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 Crest Engineering addressed the commissioners. Mr. Ploskonka wished everybody a happy new year. He has been working with Tim Gillen of CME regarding the Old Silver Tavern tying into the sanitary sewer system. The approval for Pear Tree Plaza, project # 469 has been received. Mr. Ploskonka stated that this sewer line is semi-public and semi-private. He requested that the WMUA portion of the project be bonded, not the sewer line which is on private property. John Wisniewski stated that the rules and regulations of the Authority require that the entire sewer line be bonded. Mr. Ploskonka is also requesting release of escrow money of the Route 33 sewer line, which was done 5 years ago. Two customers have not tied into the system and will be ready within a year. Mr. Ploskonka stated that these two customers will re-apply for the two connections. Chairman Pernice stated that they will need time to address his requests. John Wisniewski also stated that Mr. Ploskonka needs to correct the mailing address for the Authority.

Chairman Pernice closed the public portion of the meeting

Chairman Pernice proceeded with discussion.

- Chairman Pernice asked for comment on the minutes of December 6th, 2012 and December 20th, 2012. There was none.
- Chairman Pernice asked for comment regarding the IT support services. Marilyn Seidenberg stated that this will be the 5th year (the 4th extension) to extend the contract without advertising an RFP. Commissioner Rosen asked if it would be better to look for new IT support or extend the contract. Mrs. Seidenberg answered by explaining to the commissioners that they are in the middle of addressing the credit card program as well as the barcodes for the bill mailing so it would be advantageous to keep the same IT support. Commissioner Rosen asked Mrs. Seidenberg if the credit card payments will be available to public soon. She stated that they first have to address the bar coding situation to get the reduced postal rates and once that is resolved the credit payments will move forward. Commissioner Musich asked if the bar codes were tested yet. Mrs. Seidenberg stated that initially they did not work. The bar codes are now working and she has a letter to confirm that from the post office. Chairman Pernice requested that the credit card payments be worked on as soon as possible.
- Chairman Pernice asked for any comments regarding the Budget Transfer. Mrs. Seidenberg stated that this is the cumulative internal transfers that are made during the year as of now. However, this is a preliminary finding and they may have to add to that by the end of this month. It may be changed before the next meeting.
- Chairman Pernice asked for comment on the Water Quality Management Plan. Mrs. Leatherman stated that these plans were just received today. Keith Henderson stated that the county has been amending the plan for 6 to 8 years. It has been an ongoing series of meeting after meeting. In the summer of 2010 there had been meetings with the county planning boards, Mayors of the towns and the planning boards from each of the towns. Two sets of maps are attached for the commissioners to view; one set has map revisions that the towns wanted, the second set of maps is of what the county didn't change. On January 7th, 2013, the Management Plan is supposed to release a new map with some more changes that the townships have requested. The map changes will just be an amendment showing some changes but no regulations for septic systems. Chairman Pernice asked if there was a formal public hearing. Keith Henderson stated that the County Planning Board will have a formal public hearing. Maps will be published by January 7th, 2013.

Chairman Pernice asked for other Authority Business. Tim Gillen stated that the projects for Hawkins Road Pump Station and other pump stations are moving forward. Chairman Pernice inquired about the pump station regulations in order to amend our rules and regulations. Tim Gillen stated that he is working with T&M as well as all the managers in order to come up with a graph to present to the commissioners. Keith Henderson stated that he confirmed with Dane Martindell that the sludge is being sent to PVSC which is a considerable cost savings to the Authority. Marilyn Seidenberg requested that the petty cash fund reimbursement fund be

raised to \$40.00 from the \$30.00. Gerry Stankiewicz that we can change the petty cash fund can be changed in a resolution added to the Re-organization meeting. Mrs. Seidenberg added that we have a flexible spending account that was initially begun by Aflac. They have partnered with another company to take over and this company, named Wageworks has guaranteed to keep the rates the same for 3 years. The contract is ready and should be passed at the public meeting in January. George Kasternakis stated that they have recycled the scrap and it has totaled to over \$13,000.00. This is an accumulation of a year and a half worth. The contractors would have taken it however the employees kept a close eye on the projects and would not allow the contractors to remove anything. The SCADA system has been reconfigured by our staff which saved the plant about \$10,000.00 so that our operators can monitor the system. Rob Noel stated that he met with FEMA to introduce the claim program. A case officer has been assigned to the Authority. Payroll records were ready with the help of the clerical staff. Enough information was provided to FEMA to begin the claim. Rob Noel also met with the township regarding the fuel usage and emergency measures utilized during Hurricane Sandy. Chairman Pernice asked if we are getting our generator back. Rob Noel stated that the township is still using the generator for the clean-up process. George Kasternakis said we are going to make a trailer for this generator and utilize it as a spare mobile generator. Chairman Pernice asked if the townships have any OEM (Office of Emergency Management) meetings and that the commissioners be included. Chairman Pernice asked that Rob Noel complete the pump station review report and prioritize them in order of the most needed work, i.e. the most critical. Chairman Pernice requested information regarding the Thioguard usage. Mr. Martindell stated the plan has not been finalized with the DEP yet regarding the Thioguard. Mr. Wisniewski stated the arbitration for Layne Christenson is scheduled for January 17th, 2013 and a commissioner should be there to represent the Authority. Gerry Stankiewicz stated the public budget hearing will be at the next meeting. Mr. Wisniewski stated that if any fees will be adopted regarding the grease traps that the best time to do it would be at this public hearing. It is not necessary that it be done on the day of the hearing. Mrs. Leatherman stated that the rates that are utilized are the union contract rates and the vehicle rates are the current contract rates in utilizing National Water Main. Manalapan has introduced the regulation regarding grease traps. Chairman Pernice stated that he has called Marlboro numerous times and is still waiting for a response. Chairman Pernice acknowledged Don Holland, the liaison for Manalapan Township.

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

AYES:	Messrs. McEnergy, 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 8:08 PM, Resolution 12-141, Authorizing the Commissioners to go into Closed Session for the purpose of discussing Litigation and/or Personnel, and they will not return to Public Session was moved by Commissioner McEnery and seconded by Commissioner Rosen. All present voted aye.

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