

WESTERN MONMOUTH UTILITIES AUTHORITY

WORKSHOP MEETING

October 2nd, 2014

Vice-Chairman Pernice called the Western Monmouth Utilities Authority's Public meeting to order at 7:30PM. 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 Pernice
Absent:	Chairman Rosen
Also in Attendance:	J. Wisniewski, Wisniewski & Associates
	I. Chou, Wisniewski & Associates
	T. Gillen, CME Associates
	M. Dziubeck, CME Associates
	K.Henderson, T&M Associates
	G. Stankiewicz, Auditor
	D. Martindell, Facilities Manager
	R. Smith, Plant Superintendent
	G. White, Collections Superintendent
	M. McCann, Collections
	M. Seidenberg, Director of Finance
	K. Leatherman, General Manager
	A. Finnerty, Authority Clerk

All present cited the Pledge of Allegiance.

Vice-Chairman Pernice asked if there was any public comment. There was no comment.

Vice-Chairman Pernice proceeded with the meeting.

- Vice-Chairman Pernice asked for any comment regarding the Minutes of September 4th, 2014 and September 18th, 2014. Vice-Chairman Pernice confirmed that Commissioner McEnery was not present for the September 18th, 2014 meeting. The minutes of September 18th, 2014 will be moved to the next meeting when we have a quorum.
- Vice-Chairman Pernice asked for any comment regarding the Award of the Reed Bed Disposal Contract. Dane Martindell stated that the first seven reed beds were done 5 years ago. The total amount of the bid would be \$640,000.00. Spectraserv stated if we award the bid tonight, they can have the work done by the end of this year. Commissioner Mendez asked if this

included the demolition of the beds. Mr. Martindell stated that it does not include demo. Keith Henderson stated that the DEP will not force us to demolish the beds; we just can't leave any residuals. Vice-Chairman Pernice stated that 5 years ago it cost about \$75,000.00 per bed, and now it is \$91,000.00 per bed. Marilyn Seidenberg stated we may need a budget amendment. Gerry Stankiewicz stated we will pass the budget amendment during the October meeting.

- Vice-Chairman Pernice asked for any comment regarding the Award of the Plant Paving Project. Vice-Chairman Pernice stated that this should be done before the end of October. Mr. Martindell stated that this contract has an end date of October 31st, 2014.
- Vice-Chairman Pernice asked for any comment regarding the Developers Agreement for the Szabocsik Project #457. Isabel Chou stated that the owners requested a modification of the original agreement which needs the signature of our Chairman, Jeffrey Rosen.
- Vice-Chairman Pernice asked for any comment regarding the General Manager preparing plans for the various service contracts expiring on January 31st, 2015. Ms. Leatherman stated that these are contracts that we authorize every year.
- Vice-Chairman Pernice asked for any comment regarding the Traffic Safety Control Bid. Ms. Leatherman stated that George White, the Collections Supervisor would like to add Traffic Safety to the service contracts. We need to hire a company to direct traffic. It is a requirement to have traffic control for any repairs or work done on County Highways. Vice-Chairman Pernice asked why this wasn't done sooner. Mr. White stated that we had a forcemain break on Route 79 which warranted extra traffic safety measures. Vice-Chairman Pernice asked if the township works on the local highways. Mr. White stated that we have to pay for police personnel, the township does not. Mr. White stated that in an emergent situation we need to have a contract in place. Keith Henderson stated when you work on the DOT Highways; you have to follow their safety procedures.
- Vice-Chairman Pernice asked for any comment regarding the Pipelining Forcemains for the Collections System Bid. Ms. Leatherman stated we need an emergency vendor to reline a forcemain when it breaks. Ms. Leatherman stated it is easier to have a contract in place in an emergency so that the crew knows who to call as opposed to looking for quotes.
- Vice-Chairman Pernice asked for any comment regarding the HVAC Upgrades and Boiler Replacement. Keith Henderson stated that 14 Bids were received. The follow-up project is to redo the piping and it will be done later as approved in a later capital budget. Mr. Henderson recommends this be awarded at the next meeting.

Vice-Chairman Pernice asked if there were any other questions and asked for a motion on Resolutions #14-117 and 14-121.

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| 14-117 | Accepting Minutes of September 4 th , 2014 |
| 14-118 | Accepting Minutes of September 18 th , 2014 TABLED |
| 14-119 | Awarding Reed Bed Disposal to Spectraserv Inc. |
| 14-120 | Awarding Plant Paving to Diamond Construction |

Vice-Chairman Pernice asked for any comments on Resolution 14-117. There were none. Commissioner McEnery moved, seconded by Commissioner Mendez. The vote was as follows:

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

Vice-Chairman Pernice stated that we will table Resolution 14-118.

Vice-Chairman Pernice asked for any comments on Resolutions 14-119. Gerry Stankiewicz requested that the Resolution for the Reed Bed Disposal state that is for only '7 Reed Beds'. Ms. Leatherman stated she will add language to the Resolution. Commissioner McEnery moved, seconded by Commissioner Mendez. Upon roll call the vote was as follows:

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

Vice-Chairman Pernice asked for any comments on Resolution 14-120. There were none. Commissioner Mendez moved, seconded by Commissioner McEnery. Upon roll call the vote was as follows:

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

Vice-Chairman Pernice asked for any comments on Resolution 14-121. There were none. Commissioner McEnery moved, seconded by Commissioner Mendez. Upon roll call the vote was as follows:

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

Vice-Chairman Pernice asked if there was Authority Business.

Katherine Leatherman stated that in the past six months, two clerical workers have fallen in the lobby and leaving the building by the back door because the floor is very slippery when it gets wet. Ms. Leatherman obtained a quote for a special recycled tire-tread carpet which will cost \$9,000.00 for the lobby and the back door area with a state contract vendor and wanted to confirm with the Commissioners that we will go forward with the carpet installation. All the Commissioners agreed.

Gerry Stankiewicz stated that there was a Capital Projects meeting about a week and half ago. Two important projects were discussed; one is the Pinebrook interceptor and the other is forcemains on Hawkins Road and Texas Road. T&M will provide a cost on the Pinebrook Interceptor, after doing a study which we will include in the next budget amendment and get the project going because it is potentially problematic. Tim Gillen stated that CME will like to do an evaluation of the condition of the forcemains at Hawkins Road and Texas Road. The result of the study will tell us where we can anticipate having a problem. Also, the Rodeo Drive siphon, under line item 3, may have an obstruction and they would like to have an allocation of \$50,000.00 to examine that as well. Mr. Gillen stated that we need to confirm the allocation of budget money in order to move forward on these potential problems. In the next 2 or 3 weeks the Commissioners will need to really assess the 2015 - 2016 Capital Plan. Mr. Stankiewicz stated that these are only preliminary expenses and we may have to finance these through the NJEIT.

Commissioner Mendez stated that Dane Martindell sent pictures of piping from inside the digester. They met with T&M this morning and T&M is reaching out to some vendors to see if they can use some chemical treatments to remove the issue without taking apart the pipes. They will try and pull some valves out to assess the situation further. Dane Martindell stated that some of the piping in the picture will be replaced. Keith Henderson stated that the piping from inside the digester building will not be replaced. Marilyn Seidenberg stated we do not capitalize studies, we do capitalize design. Vice-Chairman Pernice stated that at the next meeting there should be a Closed Session prior to the meeting. Ms. Leatherman stated that we should advertise and have a special meeting at 7PM prior to the scheduled meeting on October 16th, 2014. Commissioner Mendez requested that all the Managers attend the special meeting. Gerry Stankiewicz stated we will be discussing the 2015 -2016 Capital Budget at this meeting. We should introduce the budget the second week In November.

Vice-Chairman Pernice asked if there were any comments on the bill list. Vice-Chairman Pernice asked about the Caruso Excavation bill. Dane Martindell stated there was a drainage problem by the collections garage. Vice-Chairman Pernice asked about the Water Technology bill. Dane Martindell stated that these costs are for chemical deliveries. Commissioner Mendez moved the bill list, seconded by Commissioner McEnery. All present voted aye.

At 8:35 p.m. Vice-Chairman Pernice as for a motion to go into Closed Session. Resolution 14-222, Authorizing the Commissioners to go into Closed Session for the purpose of Discussing Personnel and the will not return to Public Session was moved by Commissioner McEnery and seconded by Commissioner Mendez. All present voted aye.

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