

WESTERN MONMOUTH UTILITIES AUTHORITY

PUBLIC MEETING

October 16th, 2014

Chairman Rosen called the Western Monmouth Utilities Authority's Public meeting to order at 7:36PM. 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:	J. Wisniewski, Wisniewski & Associates
	I. Chou, Wisniewski & Associates
	T. Gillen, CME Associates
	M. Dziubeck, CME Associates
	K. Henderson, T&M Associates
	G. Stankiewicz, Auditor
	G. Kasternakis, Maintenance Supervisor
	G. White, Collections Superintendent
	M. Seidenberg, Director of Finance
	K. Leatherman, General Manager
	A. Finnerty, Authority Clerk
	M. Musich, Manalapan Liaison

All present cited the Pledge of Allegiance.

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

Chairman Rosen proceeded with the meeting.

- Chairman Rosen asked for any comment regarding the 2014 – 2015 Budget Amendment #3. Gerry Stankiewicz stated that the funds have been properly placed to start and complete the current projects.
- Chairman Rosen asked for any comment regarding the Budget for 2015 – 2016. As per Marilyn Seidenberg, the budget has not been reworked; she will make the necessary changes and email them to the Commissioners. Ms. Leatherman stated we have to introduce the budget on November 13th, 2014. Ms. Seidenberg stated if any more changes are needed, she needs them as soon as possible.
- Chairman Rosen asked for any comment regarding the Middlesex County Wastewater Management Plan Map. Ms. Leatherman stated that Middlesex County would like to add an additional parcel of land; Raceway Park and a strip mall in Old Bridge which is in our service area. Keith Henderson stated they are amending the plan for Middlesex County; we are involved because the flow would affect us utilizing the Central Jersey Interceptor which is in our service area. They need us to endorse this Amendment. Chairman Rosen

asked if the Raceway Park were to be sold, would this affect WMUA. Keith Henderson stated that it would bring more flow into the Authority. Mr. Henderson stated that there is no impact in our service area. Chairman Rosen and John Wisniewski, asked if this does not affect the Authority, why is it necessary for us to approve this? Mr. Henderson stated we are mentioned in the plan because it flows into Monmouth County and regulations require that we approve this. Chairman Rosen asked that John Wisniewski assess the request before we act upon this.

- Chairman Rosen asked for any comment regarding Traffic Safety Control. Ms. Leatherman stated that Commissioner Pernice requested that we do more research before we authorize the bid. Ms. Leatherman stated that this purchase would include an Attenuator to divert traffic and the cost would be \$75,000.00. George White stated that NJDOT have traffic control regulations that we must follow. We are requesting this because if we have any issues on a state highway, we are required to have traffic control. Mr. White stated he contacted a company that will provide traffic safety for a unit price. Ms. Leatherman stated we are not purchasing anything; we are preparing an RFP for traffic control. Commissioner Pernice stated we are deciding whether we should purchase the equipment outright for \$80,000.00 or lease the equipment for about \$10,000.00. The Commissioners confirmed that we should get more information before moving forward.
- Chairman Rosen asked for any comment regarding the Authorization for the NJ State Flooring Contract. Ms. Leatherman stated that this is for the tile replacement in the front hallway and by the backdoor.
- Chairman Rosen asked for any comment regarding the approval to Plaza 520, Project #562. Tim Gillen stated that this is for a modification to a previously approved application. They are changing the alignment of the lateral on their own property which was once a single family dwelling to construct a 2 story medical practice. This is totally contained on the applicant's property. John Wisniewski asked if we are getting an additional application fees. Tim Gillen stated they are increasing flow which will increase the EDCU charge. Ms. Leatherman stated we cannot collect additional application fees.
- Chairman Rosen asked for any comment regarding the award for HVAC & Boiler Upgrades. Keith Henderson stated that we are recommending award of this contract on the Agenda this evening.
- Chairman Rosen asked for any comment regarding 352 Monmouth Road, Project #516. Keith Henderson stated that this is a minor change, the original approval was for 3 lots and they are only going to connect 2 lots. They are going to add a lateral for the third property.
- Chairman Rosen asked for any comment regarding the Water Infrastructure Protection Act. Ms. Leatherman stated that the AEA is asking that we ask our Attorneys to endorse this legislation which will make it easier to sell utility trust funds. Chairman Rosen asked if we have to act upon this. John Wisniewski stated we are not obligated to act upon this.

Chairman Rosen asked if there were any other questions and asked for a motion on Resolutions #14-123 through 14-128. Commissioner Pernice stated that we should have a consent Agenda. John Wisniewski stated that this is the Commissioners decision to make. Gerry Stankiewicz stated that some board members are asked prior to voting if they would like to have any discussion on any Resolutions. Ms. Leatherman stated that Resolution 14-

124 includes traffic safety, in the Resolution, she will remove this item and we can approve the Resolution as amended. Commissioner Pernice stated that the NJ State Flooring Contract Resolution does not stipulate the \$9,323.10 expenditure. Ms. Leatherman stated that is because it does not include the purchase of the carpet for the next fiscal year and it is not necessary to state what you are spending when you are using a state contract. John Wisniewski stated that any time we spend money; it is a good practice to put the amount of the expenditure in the Resolution. Mr. Stankiewicz agreed. Ms. Leatherman stated going forward we will do this.

Chairman Rosen asked for a motion for Resolutions 14-123 and 14-125 through 14-128.

- 14-123 Authorizing Budget Amendment #3 for Fiscal Year Ending 2014 – 2015
- 14-124 Authorizing the General Manager to Prepare Plans and Specifications Advertise and Receive Bids for:
 - 1. Emergency Vacuum Tanker Service
 - 2. Grit & Screenings Disposal
 - 3. Sanitary Sewer Cleaning & Televising Service
 - 4. Emergency Sanitary Sewer Maintenance & Repair Service
 - 5. Emergency Generators Maintenance & Repair Service
 - 6. Scheduled Sewer Maintenance & Repair Service (New Bid)
 - 7. Uniform Service
 - 8. Pipelining Force mains for the Collections System
- 14-125 Authorizing Use of NJ State Contract #A81750 with NJ State Flooring Inc.
- 14-126 Granting Approval to Plaza 520, Project #562
- 14-127 Authorizing Award of Operations Building HVAC & Boiler Upgrades
- 14-128 Amending Resolution 12-11- Granting Approval to 352 Monmouth Road, Project #516

Commissioner Pernice moved Resolution 14-123 and 14-125 through 14-128 seconded by Commissioner McEnergy. The vote was as follows:

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

Chairman Rosen asked for a motion on Resolution 14-124 eliminating traffic safety. Commissioner Pernice moved 14-124 as amended, seconded by Commissioner McEnergy. The vote was as follows:

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

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

Chairman Rosen asked if there was Authority Business.

Maryann Musich, Manalapan's liaison asked the Commissioners if the Authority was going to have a rate increase. Chairman Rosen stated that we are not having a rate increase. We are evaluating our 10 year plan and we have no intention of raising our rates in 2015. Our last rate increase was in 2006. Commissioner Pernice stated that the Commissioners have worked very hard to keep the rates the same as the previous Commissioners. Each year they evaluate the budget and hopefully the rates will not rise. Chairman Rosen thanked Maryann Musich for her inquiry.

Keith Henderson stated that he has a presentation as requested by the committee from the Capital Plan regarding the Interceptor System. The Authority has a total of 29 miles of interceptors. 17 miles of which are located off road in the swamps and wetlands. 12 miles of interceptors are accessible. Recently there have been situations; two of T&M's clients from Monmouth County have gotten into trouble with the regulatory agencies to reclaim easements without having permits. One Authority cleared trees and fixed up the easement, the DEP made them remove everything. More of a concern is an interceptor in the swamp had a blockage which was overflowing in the wetlands which discovered by a citizen. This blockage was almost 10 feet long. This person notified the DEP. The Authority responsible tried to fix it, they got into trouble because of all the over flow and solid waste that wasn't disposed of properly. This is an added concern for our Authority. We should inspect our manholes and some of these pipes on an annual basis. Mr. Henderson stated the Pinebrook Interceptor and the Milford Brook Interceptor predates the creation of the Authority. They were built in the 1960's. When the Authority was created they were turned over to us. The easements have not been maintained and are overgrown with vegetation. Half of this is not accessible. T&M was asked to submit a proposal to potentially investigate the interceptor. There is money 4 to 5 years out in the Capital Plan for repairs. We need to get into the pipes, clean them and televise them. T&M stated we have a camera now, but our cameras are not large enough to examine 24 inch pipes. Purchasing the correct equipment to examine these larger pipes would be costly. T&M feels it is more cost effective to hire an outside company. Chairman Rosen asked Mr. Henderson to explain exactly what an interceptor is. Mr. Henderson said this is a collection system; the pipes we are talking about actually collect the sewage from the neighborhoods, it all flows to an interceptor which then flows to the treatment plant. Mr. Henderson stated that they want to get into a pipe that is accessible to ascertain the situation and then proceed to assess the condition of the old interceptors. Chairman Rosen confirmed that T&M's concern is that these interceptors have not been maintained over 30 to 50 years and some of them are in areas we cannot even get into. T&M's study will require getting into an accessible pipe which will tell them the shape of the pipes in the inaccessible areas. The Pinebrook Interceptor is probably the most critical because of the age of the pipes. Commissioner Pernice stated it is not just the study that it is costly, it will be the remediation; perhaps it would be more advantageous for us to purchase the correct cameras for future maintenance. Mr. Henderson stated he would not recommend this because the pipes are bigger and the flows are excessive which makes it dangerous. Fiscal year ending 2019 has a budget of 1.5 million to look into this. This may not be enough to take care of this situation. T&M's proposal for the Pinebrook Interceptor is \$75,000.00 for the engineering part plus putting together plans and specifications for a firm to come in to television and clean the pipes that are accessible. We should at least try and survey and find all the manholes. We need to remember if we should have a problem we must call the DEP first. Mr. Henderson feels we need to really take care of this issue, at least one per year. Tim Gillen stated that CME has checked the aerials and cannot locate

any of the easements. In 1974, Mr. Gillen stated that he did 15 miles of permitting and feels this is an issue that should be addressed. Mr. Henderson said we should get the permits and reestablish the right of ways and make them accessible. The Pinebrook Interceptor is 27 thousand feet long which is 5 ½ miles and the width of the easement is about 20 feet which translates into 4 acres. The permitting effort alone would be several hundreds of thousands of dollars. Chairman Rosen thanked Mr. Henderson for the presentation and said we will address this.

At 8:10 pm Chairman Rosen asked for a motion to go into Closed Session. Commissioner McEnergy moved Resolution 12-129, 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.

#####