

WESTERN MONMOUTH UTILITIES AUTHORITY

PUBLIC MEETING

MARCH 24, 2020

Chairman Pernice requested that Brian J. Valentino open the meeting. Mr. Valentino 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.")

All present cited the Pledge of Allegiance.

Upon roll call:

Present (on the phone): Messrs. McEnergy, Mendez, Pernice, and Rosen

Absent: None

Also in Attendance (on the phone): F. Borin, DeCotiis, Fitzpatrick & Cole LLP

G. Stankiewicz, Accountant

B. Valentino, CEO/Executive Director

J. Carr, Chief Operating Officer

K. Leatherman, Chief Administrative Officer

Please note that this meeting was done via video conference. Each attendee announced themselves as per Chairman Pernice's request. Mr. Valentino stated that he is the only one in the office and has opened the doors for the public. Chairman Pernice stated that we are conducting this meeting remotely because of the severe nature of the pandemic. Chairman Pernice requested that Frank Borin, the Authority Attorney state that we are in full compliance with the law because we are conducting this meeting remotely. Frank Borin stated that we are in full compliance with the open public meetings act. The Department of community affairs issued some guidance yesterday that we conduct these meetings via teleconference. Chairman Pernice requested that Brian Valentino open the meeting to the public.

Mr. Valentino opened the meeting to the public and stated that no public is present. Chairman Pernice stated that we will now close the meeting to the public.

Chairman Pernice stated that we are going to move right to the two discussion items.

Chairman Pernice continued with Discussion.

- Chairman Pernice asked if there was any comment regarding the Return of the Overpayment to Customer for Connection Fee. Chairman Pernice stated that it is the return of money because they were supposed to pay Bayshore Connection Fees. Ms. Leatherman confirmed that the customer came in and paid the WMUA connection fee. Mr. Bagadinski stated that he was supposed

to pay the reduced rate. This resolution was prepared to return the balance of the money to him.

- Chairman Pernice stated that the next item is the Budget to Actual Report. Mr. Valentino stated that this is in the packet distributed by the CFO.

Resolution:

20-47 Authorizing the Return of Overpayment for Connection Fee

Chairman Pernice asked for a motion for Resolution 20-47. Commissioner McEnergy moved, seconded by Commissioner Mendez, all present voted aye.

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

Chairman Pernice asked for a motion on the Consent Agenda for Resolutions 20-48, 20-49, 20-51 through 20-53. Commissioner Rosen moved, seconded by Commissioner McEnergy, all present voted aye.

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

Resolutions:

- 20-48 Approving Minutes of February 11, 2020
- 20-49 Approving Minutes of February 25, 2020
- 20-50 Approving Minutes of March 2, 2020
- 20-51 Granting Approval to TKF Homes, LLC, Project #705
- 20-52 Resolution Consenting to a Proposed Water Quality Management (WQM) Plan Amendment for the Inclusion of Various Properties in Manalapan Township
- 20-53 Resolution Consenting to a Proposed Water Quality Management (WQM) Plan Amendment for the Inclusion of Various Properties in Marlboro Township
- 20-54 Declaring a State of Emergency
- 20-55 Ratifying a Memorandum of Understanding with Local 701

Chairman Pernice stated that Resolution 20-50 was removed from the Consent Agenda because Commissioner Rosen was not in attendance for the meeting of March 2nd, 2020 and he must abstain. Chairman Pernice moved, seconded by Commissioner Mendez.

AYES:	Messrs. McEnergy, Mendez and Pernice
NAYS:	None

ABSTENTIONS: None
ABSENT: Commissioner Rosen

Chairman Pernice stated that we will discuss Resolution 20-54; Declaring a State of Emergency. The CEO, Brian Valentino stated that for a variety of reasons other than the fact we have to change the schedule of unionized employees dramatically, a Declaration of Emergency was appropriate. He declared the emergency, the Commissioners have to consider it and enforce it. This resolution is needed for the change of the office hours, the change of the schedule of the employees and no other purposes yet. Chairman Pernice stated that they had a meeting on Friday where the levels of emergencies were discussed. Mr. Valentino stated that he has been sending all the Commissioners the information. Chairman Pernice asked Mr. Borin if he had any additional comments. Mr. Borin stated that they reviewed the declaration before it was issued and gave Mr. Valentino some comment. This is a preemptive Resolution that gives the Authority to act quickly and proactively in these challenging times. It is something that they are seeing other Authorities doing as well. Chairman Pernice asked for a motion this Resolution. Commissioner McEnergy moved, seconded by Commissioner Rosen. The vote was as follows:

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

Chairman asked for a motion for Resolution 20-55; Ratifying a Memorandum of Understanding with Local 701. Commissioner Rosen moved, seconded by Commissioner Mendez. Chairman Pernice asked for comment regarding the Resolution. Mr. Valentino stated that he emailed the Commissioners the final version of this Resolution. He stated that it was reviewed by the Labor Attorney and the version in front of everybody reflects his comments. He asked everyone to look at the top of the second page of the agreement. Clerical employees are getting paid for their regular hours; they are working from home on Western Monmouth equipment and peripherals. They will each be compensated for the use of their home utilities and space at a rate of \$50.00 per month. As to the plant employees, they are a separate bargaining unit. They will be working 12 hour shifts with some exceptions all over a rotating 6 day schedule. They will report to work 1 day out of every 6 days and will work one 12 hour shift. They will be paid for 40 hours of work per week regardless of whether or not they report to the job site or not. We are paying them to be home, to be healthy and subject to call in for emergencies. Any call-ins will be considered part of the 40 hour paid work week unless they are required to work more than 16 hours straight at which point a different provision of the contract would apply. Exceptions will include employees that are assigned to the lab who will work 1 day out of every 3 but all the other details apply to them. The other clauses that are in affect are mostly boiler plate. This agreement is in affect for 30 days and is intended to be temporary. It will be extended if the situation calls for it. Chairman Pernice asked if anyone has additional comments. The Commissioners were satisfied and had not comments. The vote was as follows:

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

Chairman Pernice asked if there were any questions on the bill list. There were no comments. Chairman Pernice moved the bill list, seconded by Commissioner Mendez, all present voted aye.

Chairman Pernice stated he will turn the meeting over to Mr. Valentino for the the Chief Executive Officers report as well as Other Authority Business.

Mr. Valentino stated he has spoken to everybody and has given the commissioners many emails to read. He stated that behind all of this paper is a frenzy of hard work by all the employees to make this work. We are at the end of our 3rd operational period of our new SOG (Standard Operating Guideline). We have not had any complaints; for the most part everybody has risen to the occasion. On their own without being told everybody has worked things out. Administratively he has been on conference calls from the Township to the White House. Our concern is keeping everybody healthy. Commissioner McEnery stated a lot of work went into this and is very happy that things are running smoothly. Ms. Leatherman stated we are working well in the Administration building. Mr. Carr stated that Operations is running smoothly as well. We are retroactively going to give people some PTO time back. The new law gives them that time without any charge to their account. The Commissioners were satisfied. Chairman Pernice if he touched base with the towns. Mr. Valentino stated that he has some conversations with the OEM's of other towns but they are very busy. Chairman Pernice stated that this is all new to us and prays that we all come out healthy! Chairman Pernice stated that he has been speaking to Brian daily and stated that if any of the Commissioners need to call him they should absolutely call him. Chairman Pernice stated that the channels of communication are always open for all of us! Chairman Pernice asked if anybody has additional questions. Commissioner Rosen stated because the corona virus is transmitted in many different ways, do we have to treat the wastewater differently. Jim Carr stated that that our treatment and disinfection process will kill any virus including this one. This information came from OSHA and the CDC; they published recommendations and guidelines for wastewater industry. They also gave recommendations on changing operations if we come in contact with sewage and the overall message is we just to keep doing what we do. As long as our employees are wearing PPE, limiting exposure and continually do what we are trained to do, they will be safe! Chairman Pernice asked if there were any other questions. The Commissioners were satisfied.

Chairman Pernice stated our next meeting is April 14th, 2020. The Commissioners will not go into Closed Session. He wished everybody well and reiterated that we should all be safe and shelter at home! Mr. Valentino stated that he has one question for Frank Borin, the Authority Attorney. He asked rather than forwarding a lengthy document weekly to the Commissioners, could he contact all the Commissioners at once, in a briefing type setting, where there is no action taken and no dialogue, would that be a violation of the public meetings act. Mr. Borin stated that this would just be a briefing. Mr. Valentino

stated that he would mute all there microphones. Mr. Borin stated that this would be fine. Mr. Valentino stated that all the sections chiefs would include the Commissioners in an audible update. Any questions could be emailed to each Supervisor and dealt with individually. Mr. Valentino stated that this would not be opened to the public. He confirmed with all the Commissioners and they liked the idea of be included on these briefings.

At 7:33pm Chairman Pernice moved to adjourn the meeting, seconded by Commissioner Mendez, all present voted aye.

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