

WESTERN MONMOUTH UTILITIES AUTHORITY

WORKSHOP MEETING

MAY 5, 2020

Chairman Pernice 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:	Chairman Joseph Pernice and Brian J Valentino (CEO/ED) were present at the Authority Offices
Present (on the phone):	Messrs. McEnery, Mendez and Rosen
Absent:	None
Also in Attendance (on the phone):	F. Borin, DeCotiis, Fitzpatrick & Cole LLP G. Stankiewicz, Accountant J. Carr, Chief Operating Officer S. Bagadinsky, K. Leatherman, Chief Administrative Officer Mike Kolody, Maser Consulting P.A. Rob Kriskowski, Maser Consulting P.A. Sue Zitzman, Maser Consulting P.A.

Please note that this meeting was done via video conference. Each attendee announced themselves as per Chairman Pernice's request. Chairman Pernice and Mr. Valentino stated they are present 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 that we conduct these meetings via teleconference.

Chairman Pernice opened the meeting to the public and stated he is in the Administration Building and no public is present or on line. Chairman Pernice stated that we will now close the meeting to the public.

Chairman Pernice stated that Maser Consulting will give the Authority a fifteen minute presentation on GIS/Asset Management. Brian Valentino asked Jim Carr if he would like to preface the meeting. Mr. Carr stated this project was started last year. He stated displayed behind Brian, there is an old sewer map, which was done in the 80's or 90's. It is an AutoCAD map that has been updated through the years. One of the main focuses of this project that was started last year is to update that map in the current technology which

is GIS. There is a lot that goes into that including our new Asset Management Program. Maser has taken the lead on that. We have authorized Maser to convert that map to GIS and also start implementing our asset management program. This presentation will give us an update on where we are with it and it is going very smoothly. Jim Carr turned the meeting over to Mike Kolody of Maser who proceeded with the presentation.

Chairman Pernice expressed his appreciation for the presentation from Maser. He stated that Commissioner Mendez really pushed for this Asset Management. Chairman Pernice said GIS will provide tremendous value to the Authority.

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

Chairman Pernice continued with Discussion.

- Chairman Pernice asked if there was any comment regarding the Change Order #2 for the Prestressed Concrete Equalization Tank Improvements. Jim Carr stated that in August of 2019, Stone Hill, the contractor, came across clay while they were digging. Clay presents a large problem because it absorbs water and doesn't let go of it. It acts like a sponge and when clay is encountered you can't build anything on top. There is a Geotechnical engineer on site and we followed his recommendations to remove all the clay completely and dig another eighteen inches below that. We replaced the clay and dirt with crushed stone. This will provide an even surface, able to support the entire tank without moving. This risk with building on clay is that when it expands and contracts, the earth will move the concrete tank. The concrete tank is very rigid and the movement would actually crack. This would be catastrophic because the sewage would leak into the ground. The reverse would be all the ground water would fill the tank also. The item on the Agenda is a time and materials change order. What that means is there was nothing in the contract to pay for this extra work. We had to track all the equipment, man power and materials and assign a cost to it. Stone Hill submitted a price to the Authority and T&M reviewed it. T&M made some comments, changes and stated the actual cost of this work is currently what is on the Change Order. There is part 2 of the Change Order which is a time extension because of the additional time it took to remove the clay. This is a 70 day time extension which would make the completion date July 17th, 2020. Chairman Pernice wanted to confirm that this occurred in December of 2019 regarding sludge removal. Brian Valentino stated that is two different projects. Mr. Carr stated that it is actually the same project but two different issues. Chairman Pernice stated that the first Change Order was an underestimation of sludge removal which they confirmed. Chairman Pernice asked if this Change Order for an additional \$85,000.00 has anything to do with the first Change Order. Mr. Valentino stated that this is totally different. He stated that we did our due diligence to find the clay, we did ground borings but we didn't find the clay till we started digging. Chairman Pernice asked where the funds are coming from. Mr. Carr stated that we budgeted for this project in this current year for potential issues like this. He stated we

cannot exceed 20% of the original price of the contract and we are still under the 20%. We don't have to do anything additional other than approving the Change Order. Chairman Pernice asked if there were any additional questions. Commissioner Rosen stated that we should always assume going forward that there is clay under anything we dig.

20-63 Authorizing Change Order #2 for the Prestressed Concrete Equalization Tank Improvements

Chairman Pernice asked for a motion for Resolution 20-63. Commissioner Mendez moved, seconded by Commissioner Rosen, all present voted aye.

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

Chairman Pernice asked Mr. Valentino to confirm the Resolutions on the Consent Agenda; Resolutions 20-64 and 20-65.

Resolutions:

20-64 Approving Minutes of April 14, 2020

20-65 Authorizing Execution of a Developers Agreement with K. Hovnanian New Jersey Operations, LLC, Project #636

Chairman Pernice asked if there was any discussion regarding the Consent Agenda. There was none. Chairman Pernice asked for a motion on the Consent Agenda for Resolutions 20-64 and 20-65. Commissioner Mendez moved, seconded by Commissioner McEnergy, all present voted aye.

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

Chairman Pernice stated that we will move right to the Chief Executives Report and other Authority Business.

Brian Valentino stated that he will give everyone an update. We continue to perform well within our operational parameters. We have been bringing in a few extra people for projects and we haven't generated overtime. All of our expenses are well below what they would normally be; we are not using electric, gas, a/c or heat, we are not using people, it is a very lean time right now. All our projects are getting done. Moral continues to be high. Commissioner Mendez stated that a former Manalapan Mayor's mom, Jordan Moskowitz passed away. Mr. Valentino stated the set some time aside for next week to try

and make a plan to return to the office. We still do not have direction from the state. We are looking at a phased return to normal. We have proven that we can do things in a nontraditional way very well and so he wants to make the return as smooth as we are currently running. As an agency we have an obligation to lead by example and there is no reason for us to rush back in a hazardous way. He stated that we may be one of the last to get back to normal staffing. Commissioner Mendez asked about storm sewer issues. Mr. Valentino stated that we are not addressing that now. There were no other questions.

Chairman Pernice stated that he and Commissioner McEnery spoke with Brian regarding getting the Authority's staff back to work in the phased approach. Chairman Pernice stated that safety is the key. We have to restore the confidence in our employees that we are keeping them safe and healthy. Chairman Pernice stated that the Commissioners are receiving Thank you mail from the employees but he stated that we should be thanking the employees for the job they are doing and for keeping their moral high. He stated that he is very happy with what is going on because the work is getting done and our employees are safe!

Chairman Pernice asked if there were any questions on the bill list. Commissioner Mendez stated that he went through the bill list. Chairman Pernice asked about the General Maintenance Contract with several line items with a total up to \$8,000.00. Ms. Leatherman stated that they are all for the generator and we have to include every invoice on the bill list and that is why charges may look repetitious. Chairman Pernice asked about the solar panels and payments to Mendelbaum. He said he has never seen this name before. Ms. Leatherman stated that they are new owners of the solar field. He asked if the contract is expired. Mr. Valentino stated that we buy the power that we generate from the solar panels for a certain percentage from them. Ms. Leatherman stated that we have eight more years of the contract. Ms. Leatherman stated that Coleen Weber the office Manager will be in tomorrow and she will ask her to look at that. Chairman Pernice stated that we are seeing expenses that we have never seen before. These include masks to avoid the spread of Covid 19 as well as reimbursing employees for certain expenses. He stated that we should start a separate spread sheet to track tall the unusual expenses related to this pandemic. Commissioner Mendez asked if we have hand sanitizer stations at every doorway and bathroom. Mr. Valentino stated that we do not have that right now because the facility is not open. We normally have portable pumps all over the place. Currently we cannot get hand sanitizer. We have bulk sanitizer and are refilling every pump. Chairman Pernice asked for a motion to move the bill list. Commissioner Rosen moved the bill list, seconded by Commissioner Mendez, all present voted aye.

Chairman Pernice stated that one of our employees, Rosemary, our lab supervisor lost her brother to this horrific disease. He stated that other people close to our WMUA family as well have lost people. Chairman Pernice extended our thoughts and prayers to everyone. He asked for a moment of silence to honor those who have passed. Commissioner McEnery stated that he has something to add, some general information. He stated he has an account at Santander. Santander has had a software change and he was unable to access his accounts. After some phone calls and some hunting around, he stated that this will be repaired. He just wanted to make everyone aware of this.

Chairman Pernice confirmed that all the Resolutions were moved, the Consent Agenda and the Bill List. He stated he will turn the meeting over to Mr. Valentino for the the Chief Executive Officers report as well as Other Authority Business.

Chairman Pernice asked if there were any other questions or comments, there were none.

At 8:15pm Chairman Pernice asked for a motion to adjourn the meeting. Commissioner McEnery moved, seconded by Commissioner Rosen, all present voted aye.

#####