

PLAINFIELD MUNICIPAL UTILITIES AUTHORITY

Minutes of a Board of Commissioners Meeting

Tuesday, January 22, 2009

127 Roosevelt Avenue
Plainfield, New Jersey

I. OPEN PUBLIC MEETINGS LAW (STATEMENT OF COMPLIANCE)

Commissioner Brokaw, Chairperson, called the meeting to order at 7:05 p.m. by reading the Statement of Compliance.

II. SALUTE TO THE FLAG

The Pledge of Allegiance was said by all.

III ROLL CALL

Present

Commissioner Carol Ann Brokaw
Commissioner David Beck
Commissioner James Green
Commissioner Harold Mitchell
Commissioner Alex Toliver
Alt. Commissioner Rev. Tracey Brown
Alt. Commissioner Eugene Dudley

Also Present

Mr. Eric Watson, Executive Director
Mr. David Ervin, Assistant Executive Director
Mr. James Perry, Chief Financial Officer
Mr. Duane Young, Comptroller
Mrs. Lana Carden, Director of Human Resources
Mrs. Leslie London, Board Attorney
Mrs. Roslyn Mathis, Board Secretary
Mr. Keith Henderson, T & M Associates
Mr. Jeff Bliss, Lerch, Vinci & Higgins
Staff

IV. APPROVAL OF MINUTES (December 16, 2008 Regular Board Meeting Minutes)

Commissioner Brokaw stated she was not present for the Committee Meeting and asked if there were any questions regarding the minutes. The Commissioners replied no. Commissioner Beck moved, seconded by Commissioner Mitchell, approval of the minutes. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE December 16, 2008 Regular Board Meeting Minutes

| | YES | NO | ABSTAIN | PRESENT NOT VOTING | NOT PRESENT |
|--|-----|----|---------|--------------------|-------------|
| Carol Ann Brokaw | X | | | | |
| David Beck | X | | | | |
| James Green | X | | | | |
| Harold Mitchell | X | | | | |
| Alex Toliver | X | | | | |
| <u>Alternate</u> Rev. Tracey Brown | | | | X | |
| <u>Alternate</u> Eugene Dudley | | | | X | |

V. COMMUNICATIONS

Mr. Watson received a verbal communication from Corporation Counsel that the City is still interested in the Transfer Station. They're reviewing the information and will get back to the Authority within 30 days. Since the conversation was today, Mr. Watson felt it would be 30 days from today.

VI. REPORT OF COMMITTEES

Not at this time.

VII. EXECUTIVE DIRECTOR'S REPORT**A. Attorney's Report**

No report.

B. Finance Report and Bills List Approval

Mr. Perry indicated that behind the blue sheet is the summary of where they are and what's happened since the last meeting.

Commissioner Mitchell stated that they were assured the vehicle maintenance numbers would change once they receive the new vehicles and he will be glad to see that change. With the new vehicles leasing program they will be terminated every two years. Mr. Watson replied yes and they will be under warrantee during the time they are here and give them the ability to selectively put vehicles in for repair. There will be a reduction in the repair costs.

Commissioner Brokaw asked what time period this number represents. Mr. Young responded that this represents about two months; October and November.

Commissioner Toliver was trying to understand that they have two areas of vehicle maintenance; Jesco and Gino's Tire and Maintenance, are they separate? Mr. Watson replied that Jesco handles front-end loaders, backhoes, more heavy equipment to operate at the Transfer Station. Gino's Tires is where we get our tires for all of the vehicles. They're located on South Second Street. They have road service and will come out and service the truck if it's broken down.

Commissioner Toliver also wondered about the cost of gasoline is almost the same as the maintenance, he knows the cost of gas has gone up but could that also be some type of waste? Mr. Watson replied he didn't know if it's waste. They're operating eight large vehicles from the Sewer Department, some days they're operating 14 packers, they've got about 12 pickups, and about 10 small cars. They are providing a service. One of the things they are trying to do is to get the City to change some of the ordinances to allow them a 24 hour attack on the garbage. In the mornings the trucks could be sitting out there idling, school bus can't get by, and the trucks are backed up, they're burning gas. The gas went down, but it's creeping back up. They hope the new vehicles will be more fuel efficient. They are working on creating a central motor pool and hopefully they will be able to give the Commissioners a presentation in March or April.

Commissioner Brokaw brought to Commissioner Toliver's attention that the fuel service expenses have been fairly common and have been for the last few months.

Commissioner Beck was curious if the scale repair is a typical MRO thing, something where the warrantee expired 30 days prior, or someone run into it? Mr. Ervin replied that they have to calibrate the scale; they recalibrate on a routine basis and sometimes have to do a repair on it.

Mr. Smith stated that he isn't sure if that item was a particular repair, but the scale is calibrated every 90, 120 days so they have the proper measurements and can report the proper information to the various agencies. Mr. Watson said that it's tied to Weights and Measurements; you have to make sure that scale is recording accurately.

Commissioner Toliver was curious about the Gun Buy Back Program donation of \$1,000. Mr. Watson said he couldn't remember how many guns were collected from the neighborhood, maybe 45 or something like that came in and they had to be working guns. The Authority participated in cooperation with the Fire Department and Police Department. He reminded the Commissioners that one of their employees was shot while working on the truck. Commissioner Brokaw said it was part of their community service.

Mrs. London presented **resolution #03-2009 authorizing payment of bills**. Commissioner Mitchell moved, seconded by Commissioner Toliver, approval of the resolution. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE**Resolution #03-2009 Payment of Bills**

| | YES | NO | ABSTAIN | PRESENT NOT VOTING | NOT PRESENT |
|--|-----|----|---------|--------------------|-------------|
| Carol Ann Brokaw | X | | | | |
| David Beck | X | | | | |
| James Green | X | | | | |
| Harold Mitchell | X | | | | |
| Alex Toliver | X | | | | |
| <u>Alternate</u> Rev. Tracey Brown | | | | X | |
| <u>Alternate</u> Eugene Dudley | | | | X | |

C. Resolution Authorizing Insertion of a Special Item of Revenue in the CY2008 Budget

Mr. Perry said this is the last of the 2008 activity. It is a resolution they have done every year. It moves revenue into Solid Waste to balance the budget with the appropriations for the given year. This is required to go with the new budget to the State.

Mrs. London presented **resolution #04-2009 requesting approval for the insertion of a special item of revenue in the CY2008 budget.** Commissioner Mitchell moved, seconded by Commissioner Toliver, approval of the resolution. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE**Resolution #04-2009 Insertion of Special Item of Revenue
Section 159**

| | YES | NO | ABSTAIN | PRESENT NOT VOTING | NOT PRESENT |
|--|-----|----|---------|--------------------|-------------|
| Carol Ann Brokaw | X | | | | |
| David Beck | X | | | | |
| James Green | X | | | | |
| Harold Mitchell | X | | | | |
| Alex Toliver | X | | | | |
| <u>Alternate</u> Rev. Tracey Brown | | | | X | |
| <u>Alternate</u> Eugene Dudley | | | | X | |

D. Resolution(s) Authorizing Introduction of PUMA CY2009 Sewer & Solid Waste Budgets

Mr. Perry introduced the CY2009 Sewer Operations Budget resolution first. He said that both the Sewer and Solid Waste Budgets are what drove the information shown on the screen by the engineers at the Rate Hearing that was held earlier and how the rates are developed in conjunction with the internal staff, all of the managers, auditors and engineers, all put together. Mr. Perry indicated he would be happy to answer any questions they might have; also, Keith Henderson, T & M, and Jeff Bliss, Auditor, are still here.

Commissioner Brokaw inquired of the Commissioners if they had any additional questions other than what was asked at the 6 o'clock meeting. There being no additional questions, Mrs. London presented **resolution #05-2009 CY2009 Sewer Operations Budget**. Commissioner Mitchell moved, seconded by Alt. Commissioner Dudley, approval of the resolution. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE

Resolution #05-2009 CY2009 Sewer Operations Budget

| | YES | NO | ABSTAIN | PRESENT NOT VOTING | NOT PRESENT |
|---------------------------------------|-----|----|---------|--------------------|-------------|
| Carol Ann Brokaw | X | | | | |
| David Beck | X | | | | |
| James Green | X | | | | |
| Harold Mitchell | X | | | | |
| Alex Toliver | X | | | | |
| <u>Alternate</u> Rev. Tracey Brown | | | | X | |
| <u>Alternate</u> Eugene Dudley | | | | X | |

Next Mrs. London presented **resolution #06-2009 CY2009 Solid Waste Operations Budget**. Commissioner Mitchell moved, seconded by Alt. Commissioner Dudley, approval of the resolution. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE

Resolution #06-2009 CY2009 Solid Waste Operations Budget

| | YES | NO | ABSTAIN | PRESENT NOT VOTING | NOT PRESENT |
|--|-----|----|---------|--------------------|-------------|
| Carol Ann Brokaw | X | | | | |
| David Beck | X | | | | |
| James Green | X | | | | |
| Harold Mitchell | X | | | | |
| Alex Toliver | X | | | | |
| <u>Alternate</u> Rev. Tracey Brown | | | | X | |
| <u>Alternate</u> Eugene Dudley | | | | X | |

E. Resolution Regarding the Delayed Introduction of the CY2009 Budget

Mrs. London presented **resolution #07-2009 Delayed Introduction of the CY2009 Budget**. Commissioner Mitchell moved, seconded by Commissioner Toliver, approval of the resolution. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE

Resolution #07-2009 Delayed Introduction of the CY2009 Budget

| | YES | NO | ABSTAIN | PRESENT NOT VOTING | NOT PRESENT |
|--|-----|----|---------|--------------------|-------------|
| Carol Ann Brokaw | X | | | | |
| David Beck | X | | | | |
| James Green | X | | | | |
| Harold Mitchell | X | | | | |
| Alex Toliver | X | | | | |
| <u>Alternate</u> Rev. Tracey Brown | | | | X | |
| <u>Alternate</u> Eugene Dudley | | | | X | |

F. Resolution Adopting a Temporary Budget for the First Quarter CY2009

Mr. Perry indicated that item F was given to the Commissioners this evening. In order for the Authority to legally operate for the first quarter of 2009 they must adopt a temporary budget. The Sewer System Appropriations is \$2,278,144 and the Solid Waste Appropriations is \$2,559,124.

Commissioner Beck asked if this is based on 2008. Mr. Perry replied this is based on 2009

Mrs. London presented **resolution #08-2009 adopting a temporary budget for the first quarter CY2009**. Commissioner Mitchell moved, seconded by Commissioner Green, approval of the resolution. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE**Resolution #08-2009 Temporary Budget for the First Quarter
CY2009**

| | YES | NO | ABSTAIN | PRESENT NOT VOTING | NOT PRESENT |
|--|-----|----|---------|-----------------------|-------------|
| Carol Ann Brokaw | X | | | | |
| David Beck | X | | | | |
| James Green | X | | | | |
| Harold Mitchell | X | | | | |
| Alex Toliver | X | | | | |
| <u>Alternate</u> Rev. Tracey Brown | | | | X | |
| <u>Alternate</u> Eugene Dudley | | | | X | |

Commissioner Beck did have a question. At the Committee Meeting it was stated that they would have a preliminary unaudited profit loss in the February meeting. Mr. Perry replied he didn't know about the February meeting, but sometime in February.

G. Resolution Authorizing a Contract for CDL Drug/Alcohol Testing

Mr. Ervin said this is a contract for their CDL drug and alcohol testing that is required through Human Resources. They have selected Connor Strong Risk Control to be the vendor as required by the State. The rate is \$66.97 per person.

Mrs. London presented **resolution #09-2009 approving Connor Strong Risk Control for the testing of CDL workers**. Commissioner Mitchell moved, seconded by Commissioner Toliver, approval of the resolution. Commissioner Toliver had one question, is that random testing? Mr. Watson replied yes, random. The names are selected randomly and Human Resources is notified. Commissioner Brokaw said this is required by statute. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE

Resolution #09-2009 Connor Strong Risk Control

| | YES | NO | ABSTAIN | PRESENT NOT VOTING | NOT PRESENT |
|--|-----|----|---------|--------------------|-------------|
| Carol Ann Brokaw | X | | | | |
| David Beck | X | | | | |
| James Green | X | | | | |
| Harold Mitchell | X | | | | |
| Alex Toliver | X | | | | |
| <u>Alternate</u> Rev. Tracey Brown | | | | X | |
| <u>Alternate</u> Eugene Dudley | | | | X | |

H. Resolution Authorizing Use of Certain State Contract Vendors

Mrs. Hamlin indicated that the State has quite a few contracts that they go out and bid for and the pricing on their contracts usually is substantially lower than what the Authority can expect. In order for the Authority to take advantage of the pricing, they would have to have a resolution passed that would authorize them to use the State contract vendors.

Mrs. London presented **resolution #10-2009 authorizing the execution of contracts for certain approved State contract vendors.** Commissioner Mitchell moved, seconded by Commissioner Green, approval of the resolution. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE

Resolution #10-2009 Authorizing Contracts for Approved State Contract Vendors

| | YES | NO | ABSTAIN | PRESENT NOT VOTING | NOT PRESENT |
|--|-----|----|---------|--------------------|-------------|
| Carol Ann Brokaw | X | | | | |
| David Beck | X | | | | |
| James Green | X | | | | |
| Harold Mitchell | X | | | | |
| Alex Toliver | X | | | | |
| <u>Alternate</u> Rev. Tracey Brown | | | | X | |
| <u>Alternate</u> Eugene Dudley | | | | X | |

I. Resolution Authorizing Emergency Backup Transport Services

Mr. Ervin said that they have tractor trailers and roll-offs that are critical to their operation and they felt the need to have emergency backup in case they lost some of those vehicles. They are looking for approval of a firm that is able to provide that service for the Authority.

Mrs. London presented **resolution #11-2009 authorizing emergency transport services to Ace Waste Services**. Commissioner Mitchell moved, seconded by Commissioner Toliver, approval of the resolution. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE Resolution #11-2009 Emergency Transport Services – Ace Waste Services

| | YES | NO | ABSTAIN | PRESENT NOT VOTING | NOT PRESENT |
|---------------------------------------|-----|----|---------|--------------------|-------------|
| Carol Ann Brokaw | X | | | | |
| David Beck | X | | | | |
| James Green | X | | | | |
| Harold Mitchell | X | | | | |
| Alex Toliver | X | | | | |
| <u>Alternate</u> Rev. Tracey Brown | | | | X | |
| <u>Alternate</u> Eugene Dudley | | | | X | |

VIII. UNFINISHED BUSINESS

None.

IX. NEW BUSINESS

Commissioner Brokaw said that tomorrow afternoon at 4 o'clock here at the headquarters they will have a Service Award Recognition Program for our employees. As they say, team work is the ability to work together toward common accomplishments and organized objectives. Commissioner Brokaw also said we would appreciate your coming out and supporting our staff.

X. PUBLIC HEARING

None.

Commissioner Beck said at the Committee Meeting he ran across an interesting article on using PMUA drivers and personnel on the street being an additional eyes and ears for public safety and so forth. He wanted to pass that on through to Mr. Watson just for interest.

Commissioner Mitchell moved, seconded by Commissioner Toliver and unanimously approved by the Board, to adjourn the meeting at 7:40 p.m.

Recorded by:

Roslyn P. Mathis, Board Secretary