

**PLAINFIELD MUNICIPAL UTILITIES AUTHORITY**

**Minutes of a Board of Commissioners Regular Meeting  
Thursday, October 5, 2010**

**127 Roosevelt Avenue  
Plainfield, New Jersey**

**I. OPEN PUBLIC MEETINGS LAW (STATEMENT OF COMPLIANCE)**

Commissioner Mitchell, Chairperson, called the meeting to order at 6:00 p.m. by reading the Statement of Compliance.

**II. SALUTE TO THE FLAG**

The Pledge of Allegiance was said by all.

Commissioner Mitchell asked for a moment of silence for the taxi driver who was slain in Plainfield, Mr. Santana.

**III ROLL CALL**

**Present**

Commissioner Harold Mitchell  
Commissioner Carol Ann Brokaw  
Commissioner Alex Toliver  
Alt. Commissioner Tracey Brown  
Alt. Commissioner Eugene Dudley

**Also Present**

Mr. David Ervin, Assistant Executive Director  
Mr. Duane Young, Comptroller  
Mrs. Lana Carden, Manager of Human Resources  
Ms. Leslie London, Board Attorney  
Mrs. Roslyn Mathis, Board Secretary  
Staff and Public

Commissioner David Beck absent

Mr. Eric Watson, Executive Director absent  
Mr. James Perry, Chief Financial Officer absent

**IV. APPROVAL OF MINUTES (9/9/10 regular Board Meeting Minutes)**

Commissioner Brokaw moved, seconded by Commissioner Toliver, approval of the minutes as distributed. The motion carried, on a roll-call vote, with five members in favor and none opposed.

**RECORDED VOTE****September 9, 2010 Regular Meeting Minutes**

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

**V. COMMUNICATIONS**

None.

**VI. REPORT OF COMMITTEES**

None.

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

Ms. London indicated that in reviewing resolutions, putting the book together, they realized they have two number 68's; so the bills list will be identified as 68A.

The second item is that on September 10<sup>th</sup> Governor Christie signed the OPRA legislation regarding the amount that can be charged for OPRA requests. Those fees take affect on November 9<sup>th</sup>. All requests for copies of documents need to be charged in accordance with that new schedule.

Commissioner Mitchell asked if copies could be made for the Commissioners. Ms. London replied yes. The Government Records Council did a very nice short synopsis of what the changes and fees are. Commissioner Mitchell also asked if that information could be posted and Mr. Ervin replied yes they will make sure it is posted.

**B. Finance Report and Bills List Approval**

Mr. Duane Young, sitting in for Mr. Perry, stated by way of summary, in terms of major expenses since their last meeting, they basically had about \$1.2 million in expenses; 83 percent of that represented uncontrollable expenses such as salaries, wages, disposal, siphon cleaning contract and the pump station the Authority is working on as well as fuel.

In addition, by way of summary, accounts receivables this year is \$8.7 million, last year it was \$7.6 million. That's basically a \$1.1 million increase in the receivables and that is primarily due to the whole Connolly situation and the economy overall. This increase in account receivables slows the flow of cash and the Authority has to reduce expenses and slow things down as well. This week the PMUA will be going out with the fourth quarter bills. The Authority is also in the process of preparing their third quarter financial statements where the consultants come in and do the third quarter analysis. They are also in the early stages of preparing the 2011 budget.

Commissioner Mitchell commended the other Commissioners for coming out to the work session. All of the questions that were asked were taken care of.

Ms. London presented **resolution #83-2010 authorizing payment of bills**. Commissioner Toliver 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 #83-2010 Payment of Bills**

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

**C. Resolution authorizing a hold harmless agreement with Union County for leaf disposal**

Mr. Ervin indicated it is necessary to have a Hold Harmless Agreement with Union County as they prepare to haul leaves to the County Conservation Center for disposal at a cost of \$2.00 per yard.

Ms. London presented **resolution 84-2010 authorizing an agreement with the County of Union for leaf composting services.** Alt. Commissioner Brown 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 #84-2010 Hold Harmless Agreement with Union County for Leaf Composting Services**

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

**D. Resolution awarding a service bid for light & medium duty fleet vehicle maintenance**

Ms. Hamlin stated that on September 8<sup>th</sup> they received four bids for vehicle maintenance and repair for medium and light weight vehicles. At that time the Authority had recommended a contract with Varga located in New Brunswick. Since then, in discussion with maintenance, it was decided it would be in the best interest of the Authority to award the contract to a secondary bidder and that is with Doctor Diesel located in South Plainfield, New Jersey.

Ms. London presented **resolution #85-2010 authorizing the award of contracts for repair and maintenance for medium and light weight vehicles; primary contract to Varga Enterprises and a secondary to Doctor Diesel, LLC each for a two-year term; the combined contracts not to exceed \$20,000 for year one and \$20,000 for year two.** Commissioner Brokaw 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 #85-2010 Award of Contracts for Repair and  
Maintenance for Medium and Light Weight Vehicles**

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

**VIII. UNFINISHED BUSINESS**

None.

**IX. NEW BUSINESS**

None.

**X. PUBLIC HEARING**

Commissioner Mitchell indicated they have come to the portion of the meeting where the public is allowed to speak. They will be given two minutes; please stand and give their name and address.

Phillip Charles, 965 Carnegie Ave. Mr. Charles stated that he missed a couple of the last meetings. He was curious as to the rationale of the 6 pm start time for the meeting. He asked if there are any plans to post the meeting minutes and resolutions on the PMUA website. He asked to whose attention he brings about alcohol showing up on receipts being purchased with public funds as well as floral arrangements for what he deems to be non-necessities for PMUA. Floral arrangements to relatives of employees as well as discrepancies on bills that show the same purchase order number for different amounts for different vendors. Whose attention does he bring those discrepancies up to and what is the manner to get those addressed.

Mr. Ervin indicated he would give those items to the Director to be addressed.

Commissioner Mitchell stated that they do not pay for alcohol. If an individual purchased alcohol, they would have to pay those themselves, personally. That is not allowed.

Mr. Ervin stated the start time of the meeting; the Director indicated it made for a long day for staff. Commissioner Mitchell indicated that also came from him and the Commissioners agreed to it. Mr. Charles stated that he didn't know if they talked to the public about the start time, but there are people getting off the train at 6 pm. Ms. London stated that she does a lot of work for public entities and Authorities and 6 pm is not an unusual time for a meeting; one of her MUA's starts at 3 o'clock and another one at 12 noon. It's at the discretion of the Board and those members of the public that generally want to come will make allowances to attend the meeting. Mr. Ervin added that the Authority had 6 pm as their meeting time for the summer and found that is a convenient time.

As far as the meeting minutes on the website, Mr. Ervin stated they are evaluating their ability to be able to do that.

There wasn't a need for an Executive Session so Commissioner Mitchell called for a motion to adjourn; moved by Commissioner Toliver, seconded by Alt. Commissioner Brown, and unanimously approved by the Board to adjourn the meeting at 6:15 p.m.

Recorded by:

Roslyn P. Mathis, Board Secretary