

PLAINFIELD MUNICIPAL UTILITIES AUTHORITY

**Minutes of a Board of Commissioners Regular Meeting
Tuesday, December 28, 2010**

**127 Roosevelt Avenue
Plainfield, New Jersey**

I. OPEN PUBLIC MEETINGS LAW (STATEMENT OF COMPLIANCE)

Commissioner Mitchell, Chairperson, called the meeting to order at 8:55 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 Harold Mitchell
Commissioner David Beck
Commissioner Carol Ann Brokaw
Commissioner Alex Toliver
Alt. Commissioner 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, Manager of Human Resources
Ms. Leslie London, Board Attorney
Mrs. Roslyn Mathis, Board Secretary
Mr. Bill Holbrook, T&M Associates
Mr. Jeff Bliss, Lerch, Vinci & Higgins
Staff and Public

IV. APPROVAL OF MINUTES (11/4/2010 Regular Board Meeting Minutes)

Commissioner Brokaw moved the minutes be approved as submitted, seconded by Alt. Commissioner Brown. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE**November 4, 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				
<u>Alternate</u> Rev. Tracey Brown	X				
<u>Alternate</u> Eugene Dudley				X	

V. COMMUNICATIONS

None.

VI. REPORT OF COMMITTEES

Regarding the Real Estate Committee Report, Mr. Watson stated that report was just received a couple of days ago and he would like for all of the Commissioners to have an opportunity to look at it. They are going to set up a meeting to discuss the findings of Reed Realty in regards to property acquisition, the value of their current property, and their goal of putting their facility in one location. They are going to bring in Mr. Reed so he can meet with the Committee and answer any questions they may have and then share it with all of the Commissioners.

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

As Ms. London mentioned during the Rate Hearing, she has drafted proposed legislation entitled Utility Charges Deduction Act in an attempt to provide a means for property owners to take a deduction for utility charges since presently they can't do it. It's part of their deductions if they do an itemized tax return. The legislation is based on property tax deductions and Counsel is putting the finalized touches on it and will meet with Mr. Watson to see how best to present it to the Assemblyman to see if it's appropriate for him to introduce it or suggest someone else who deals with utility or tax work.. This legislation is in response to comments and questions that have been raised both here and at City Council about the fact that people can't take a deduction for utility charges.

Commissioner Mitchell indicated that as soon as it is completed, present it to the Assemblyman. He will take it to the appropriate committee. If possible, he can be a co-sponsor of that Bill.

Commissioner Brokaw commended Ms. London for doing this because they have been working on this during the seven years she has been on the Board to get to this point. Commissioner Brokaw also suggested she talk to the AEA as well as other utility authorities to see if they will also co-sponsor this.

Commissioner Mitchell stated that there are some towns that are trying to form utility authorities and they should reach out to them also.

B. Finance Report and Bills List Approval

Before they receive the Finance Report Mr. Watson wanted to welcome Mr. Perry back. He had some major surgery, but he is looking well.

Mr. Young indicated that they spoke extensively at the committee meeting regarding the different reports. Mr. Young stated that the budget that was introduced to the Board and they sent to the State came back to the Authority approved a couple of weeks ago. This is an accomplishment to have it approved by the State so fast, without any questions. If there are any other questions as it relates to the bills list or any other report, Mr. Young would be willing to answer them.

Ms. London presented **resolution #92-2010 authorizing payment of bills**. 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 #92-2010 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 Adopting PMUA CY 2011 Sanitary Sewer Operating Budget

Ms. London stated that they had the introduction of the budget at the last meeting and this is the adoption. This is **resolution #93-2010, 2011 Adopted Budget Resolution for Sewer Operations for the Plainfield Municipal Utilities Authority Fiscal Year from January 1, 2011 to December 31, 2011.**

WHEREAS, the Annual Budget and Capital Budget/Program for the Plainfield Municipal Utilities Authority for the fiscal year beginning January 1, 2011 and ending, December 31, 2011 has been presented for adoption before the governing body of the Plainfield Municipal Utilities Authority at its open public meeting of December 28, 2010, and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services, and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$11,050,000, Total Appropriations, including any Accumulated Deficit, if any, of \$11,050,000 and Total Unrestricted Net Assets utilized of \$-0-, and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$200,000 and Total Unrestricted Net Assets planned to be utilized of \$-0-, and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Plainfield Municipal Utilities Authority, at an open public meeting held on December 28, 2010 that the Annual Budget and Capital Budget/Program of the Plainfield Municipal Utilities Authority for the fiscal year beginning, January 1, 2011 and, ending, December 31, 2011 is hereby adopted and shall constitute appropriations for the purposes stated, and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

Alt. Commissioner Brown 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 #93-2010 Adoption of 2011 Sewer Operations Budget**

	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 Adopting PMUA CY 2011 Solid Waste Operating Budget

Ms. London presented **resolution #94-2010 2011 Adopted Budget Resolution for Solid Waste Operation for the Plainfield Municipal Utilities Authority Fiscal Year January 1, 2011 to December 31, 2011.**

WHEREAS, the Annual Budget and Capital Budget/Program for the Plainfield Municipal Utilities Authority for the fiscal year beginning January 1, 2011 and ending, December 31, 2011 has been presented for adoption before the governing body of the Plainfield Municipal Utilities Authority at its open public meeting of December 28, 2010, and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services, and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$12,424,854, Total Appropriations, including any Accumulated Deficit, if any, of \$12,424,854 and Total Unrestricted Net Assets utilized of \$-0-, and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$2,500,000 and Total Unrestricted Net Assets planned to be utilized of \$-0-, and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Plainfield Municipal Utilities Authority, at an open public meeting held on December 28, 2010 that the Annual Budget and Capital Budget/Program of the Plainfield Municipal Utilities Authority for the fiscal year beginning, January 1, 2011 and, ending, December 31, 2011 is hereby adopted and shall constitute appropriations for the purposes stated, and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

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 #94-2010 Adoption of 2011 Solid Waste Operations Budget**

	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	

E. Resolution approving the PMUA CY 2011 Holiday Schedule

The following CY 2011 Holiday Schedule was submitted for adoption: Martin Luther King, Jr., Day, President's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, Day after Thanksgiving, Day after Christmas. This is the same schedule used by the City.

Ms. London presented **resolution #95-2010 authorizing an official Holiday Schedule**. Alt. Commissioner Brown 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 #95-2010 2011 Holiday Schedule**

	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	

F. Resolution authorizing a contract with Adecco USA, Inc for personnel services

Mr. Watson stated that Adecco is a professional placement firm. They specialize in professional placements. There are times when the Authority may need an employee for a three-month assignment, for example, this firm has the ability to supply that person. Currently the Authority is looking at them for temporary placement in their IT department.

Ms. London presented **resolution #96-2010 authorizing the award of a contract for certain staffing and employment services**. Commissioner Toliver moved, seconded by Commissioner Beck, approval of the resolution. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE**Resolution #96-2010 Award of Contract with Adecco USA, Inc**

	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	

G. Resolution authorizing a uniform services contract with American Wear

Mr. Watson stated this is a resolution authorizing a uniform services contract with American Wear to provide uniforms for their solid waste and sewer operations.

Ms. London presented **resolution #97-2010 authorizing the award of a contract for rental services and direct purchases for certain garments with American Wear.** Commissioner Brokaw moved, seconded by Alt. Commissioner Brown, approval of the resolution. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE Resolution #97-2010 Award of Contract with American Wear

	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	

H. Resolution authorizing a contract with Ambassador Medical for CDL Testing Services

Mr. Watson indicated that this is a resolution authorizing a contract with Ambassador Medical for the testing of all of the Authority's CDL drivers. It is a State law to have CDL drivers randomly tested and they have the best cost.

Ms. London presented **resolution #98-2010 for the execution of a contract with Ambassador Medical Services for the testing of CDL workers.** Commissioner Beck 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 #98-2010 Contract with Ambassador Medical 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	

I. Resolution authorizing a fuel services contract extension with Cheap Gas/Giant Fuel

Mr. Watson indicated this resolution concerns the extension of a contract for fuel services with Cheap Gas/Giant Fuel down on Front Street, which logistically and price wise is the best location.

Ms. London presented **resolution #99-2010 authorizing the extension of a contract for automotive and diesel fuel to Cheap Gas doing business as Giant Fuel**. Alt. Commissioner Dudley moved, seconded by Commissioner Brokaw, approval of the resolution. Commissioner Brokaw said that with respect to this resolution, she wanted it brought to the attention of the public that is present that the Authority is pursuing their ongoing negotiations with the City to purchase gasoline in bulk. This is part of the Authority's effort to reduce costs for the PMUA and further reduce costs for the ratepayers. Commissioner Brokaw encouraged those present to talk to their Councilmen to have them approve such a joint activity.

Commissioner Beck asked approximately what has the PMUA spent on fuel for this current year. Mr. Young speculated about \$300,000. Mr. Watson thought it was more like \$900,000 because there was a spike. The gas has been going up.

The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE**Resolution #99-2010 Extension of Contract with Cheap Gas/Giant Fuel**

	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	

VIII. UNFINISHED BUSINESS

None.

IX. NEW BUSINESS

None.

X. PUBLIC HEARING

Commissioner Mitchell stated they have come to the part of the meeting where the public will have an opportunity to ask questions or make comments; please stand, give your name, address and make your comments.

Ariadus Charles, 965 Carnegie Ave. She asked the Commissioners if they were interested in seeing receipts and other things that have been obtained through the Open Public Meetings Act that show possible waste that they may object to. The reason she asks is because she does bring it to the attention of Ms. London when they find things. She didn't know if the Commissioners, who vote on the bills every month, see what she sees. She didn't know if it was appropriate for them to respond, but if they want copies – whatever she forwards to Ms. London she would forward to the Commissioners.

Commissioner Mitchell responded that whatever Mrs. Charles would show Ms. London he felt Ms. London would show the Commissioners.

Commissioner Brokaw moved, seconded by Alt. Commissioner Brown and unanimously approved by the Board, to adjourn the meeting at 9:20 p.m.

Recorded by:

Roslyn Mathis, Board Secretary