

PLAINFIELD MUNICIPAL UTILITIES AUTHORITY

**Minutes of a Board of Commissioners Regular Meeting
Tuesday, September 13, 2011**

**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.

III ROLL CALL

Present

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

Also Present

Mr. Duane Young, Executive Director
Mr. James Perry, Chief Financial Officer
Mrs. Lana Carden, Manager of Human Resources
Ms. Leslie London, Board Attorney
Mrs. Roslyn Mathis, Board Secretary
Staff and Public

IV. APPROVAL OF MINUTES (8/9/2011 Regular Scheduled Meeting Minutes)

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

RECORDED VOTE

August 9, 2011 Regular Scheduled Minutes

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

V. COMMUNICATIONS

None.

VI. REPORT OF COMMITTEES

None.

EXECUTIVE DIRECTOR'S REPORT

Mr. Young stated that he attended the Council Meeting last night just to introduce himself as the new Executive Director. He thought everything went well, nothing outstanding happened and he left after that.

A. Attorney's Report

No report.

B. Finance Report and Bills List Approval

Mr. Perry summarized the money that is on the bills list and ratification list; \$812,000, payroll; PARSA, \$717,000; health benefits, \$175,000; and disposal fees for solid waste \$161,000. That money totals almost 86 percent spent in any given month.

Alt. Commissioner Dudley asked how much they pay PARSA for the year. Mr. Perry replied they pay PARSA \$717,000 four times a year and that totals \$2.8 million. That's for processing the sewerage that runs through the 116 miles of sewer lines down to PARSA and then down to UCUA.

Commissioner Mitchell asked what percentage of PARSA's budget is paid by the Authority. Mr. Perry replied 38 percent. Commissioner Mitchell asked what cities are involved with PARSA. Mr. Perry replied South Plainfield, North Plainfield, Watchung, Scotch Plains, Fanwood, Plainfield, Dunellen and Middlesex. There are nine communities and nine Commissioners.

Commissioner Mitchell encouraged the Commissioners to make an appointment to go down to Sayreville to see how it works.

Mr. Perry had a couple of comments on the Environmental Fair on Saturday. It was a wonderful day. The weather held and the speeches were terrific. Some of the comments on the blogs were very nice. Mr. Perry wanted the Commissioners to know exactly what the Fair cost and what the income was and where it came from. They spent \$32,000 this year on the entire Fair. They took in from vendors almost \$12,000, that left about a \$20,000 shortfall. Since the beginning they receive under State statute a Clean Communities Grant and Recycling Grant that totaled about \$70,000 this year; and portions of those monies typically goes to the Environmental Fair.

The use of both of those grants is for education and to bring the community into both the sewer and solid waste process. The bottom line is that no ratepayer money is used for the Environmental Fair and never has been.

Commissioner Mitchell commended the staff for doing a tremendous job particularly with the involvement of the children; the Plainfield High School band was there, some gospel groups, and drill teams, all young people. He commended the staff for volunteering to do such a tremendous job.

Ms. London presented **resolution #65-2011 authorizing the 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 #65-2011 Payment of Bills

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

C. Resolution Authorizing the Review of Vehicle Maintenance Bids

Mr. Young asked Ms. Hamlin to give them an overview regarding the vehicle maintenance bids.

Ms. Hamlin stated that the bids were opened on September 1st at 3 o'clock. They received two bids, Air Brake & Equipment, Hillside, N.J. and DePaula Truck Repairs from Newark, N.J. After careful review it is the recommendation to accept the bid from Air Brake & Equipment as the low and most responsive bidder. DePaula Truck Repairs had to be rejected because they failed to submit a Consent of Surety and in addition the total amounts of the base bids for DePaula are incorrect.

Ms. London presented **resolution #66-2011 authorizing the award of a contract for vehicle maintenance and repair services to Air Brake & Equipment**. Commissioner Brokaw moved, seconded by 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 #66-2011 Award of Contract to Air Brake & Equipment

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

D. Resolution Authorizing the Review of Bids for Four (4) New Aluminum Open Top Walking Floor Trailers

Mr. Young asked Ms. Hamlin to give some background information regarding these bids.

Ms. Hamlin stated that the Walking Floor Trailers bids were opened on September 1st at 11 o'clock a.m. They received two bids, Brown's Hunterdon International, Bloomsbury, N.J., and Hale Trailer Brake & Wheel, Voorhees, N.J. The bids were for Proposal 1 or 2, either lease or purchase that they could give the figures for. Brown's gave them a figure for a lease and direct purchase; Hale Trailer gave them a price just for the purchase. It is the recommendation of the Authority, through T & M, the bid be awarded to Hale Trailer for the direct purchase.

Commissioner Toliver said it was his understanding there was no lease agreement that was offered by Hale and asked if that is correct. Ms. Hamlin replied that is correct.

Ms. London presented **resolution #67-2011 authorizing the award of a contract for four new aluminum open top walking floor trailers.** Alt. Commissioner Dudley 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 #67-2011 Award of Contract to Hale Trailer Brake & Wheel, Inc.

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

E. Resolution Authorizing the Application for Tentative Approval Plans for 25-Residential Units

Mr. Young stated that this is the second phase of the tentative approval they received from the Board for 916-926 South Ave. and they are in compliance with all of their rules and regs as it relates to sewer. Staff will be coming back after they comply with this phase for final approval probably next month or the following month.

Commissioner Mitchell asked what this is for again. Mr. Young replied 916-926 is to join in to the Authority's sewer for new residential units.

Ms. London presented **#68-2011 authorizing a tentative application for sewer approval.** Commissioner Brokaw moved, seconded by 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 #68-2011 Tentative Application for Sewer Approval

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

F. Resolution Authorizing Master Tax Installment Purchase Agreement for Previously approved Acquisition of 4 Packers and 1 Tractor

Mr. Perry said that this is the second part of an acquisition of four packers and a tractor that the Board approved back in July, resolution #56-2011. This is the financial piece of an organization called Key Government Financing. They have accepted the Authority's credit, all of the documents have been reviewed by the appropriate legal and financial staff and they recommend the PMUA accept this five-year contract. At the end of 60 payments they will own these vehicles outright.

Ms. London presented **resolution #69-2011 authorizing the execution of a Master Tax Exempt Installment Purchase Agreement.** 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 #69-2011 Execution of a Master Tax Exempt
Installment Purchase Agreement**

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

Mr. Young wanted to add to his earlier Executive Director's Report a comment regarding a question that was asked about the garbage truck with the Florida plates on it. The answer is it's basically a short-term rental agreement and the trucks themselves come out of Florida. They searched around and that's where they could get the best rate until they get the new vehicles that were approved earlier.

VIII. UNFINISHED BUSINESS

None.

IX. NEW BUSINESS

None.

X. PUBLIC HEARING

Commissioner Mitchell said they have come to the public portion of the meeting where anyone wishing to speak can get up and give their name and address and they will be given two minutes.

Gavin Cooper, 1036 Field Ave., Plainfield, N.J. 07060. His question is that every month he gets his PMUA bill and the water bill fluctuates monthly, yet his PMUA bill stays the same. He thought the bill was based on the consumption of water, but every month his consumption changes.

Mr. Young explained that the PMUA bill is based on water usage for a specific time. It runs from October 1st to September 1st. They take that particular shot in time and for whatever that usage was for that period, divide it by four and he would get the same bill. Even though he gets his bill monthly they already had their one-year look for the basis of the Authority's bill.

There wasn't a need to have an Executive Session so the Chairman called for a motion to adjourn. Commissioner Brokaw moved, seconded by Alt. Commissioner Dudley and unanimously approved by the Board to adjourn the meeting at 6:21 p.m.

Recorded by:

Roslyn Mathis, Board Secretary