

PLAINFIELD MUNICIPAL UTILITIES AUTHORITY

**Minutes of the Board of Commissioners Regular Meeting
Tuesday, December 13, 2016**

**127 Roosevelt Avenue
Plainfield, New Jersey**

I. OPEN PUBLIC MEETINGS LAW (STATEMENT OF COMPLIANCE)

Commissioner Robinson, Chairman, 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 Robin Bright
Commissioner Carol Ann Brokaw
Commissioner Michelle Graham-Lyons
Commissioner Henry V. Robinson
Commissioner Charles W. Tyndale
Alt. Commissioner Pedro Estevez

Also Present

Mr. Daniel Mejias, Executive Director
Mr. Duane Young, Chief Financial Officer
Mr. Kevin Conti, Board Attorney
Ms. Paulette Brown, Labor Attorney
Mrs. Roslyn Mathis, Recording Secretary
Staff and Public

IV. APPROVAL OF MINUTES – November 9, 2016 Combined Committee and Regular Meeting Minutes, and November 9, 2016 Executive Session

Commissioner Brokaw moved that the minutes for November 9, 2016 Combined Committee and Regular Meeting and November 9, 2016 Executive Session be approved as distributed, seconded by Commissioner Graham-Lyons. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE

November 9 Combined Committee and Regular and Executive Session Minutes

	YES	NO	ABSTAIN	PRESENT NOT VOTING	NOT PRESENT
Robin Bright	X				
Carol Ann Brokaw	X				
Michelle Graham-Lyons	X				
Henry V. Robinson.	X				
Charles W. Tyndale	X				
<u>Alternate</u> Pedro Estevez				X	

V. COMMUNICATIONS

None.

VI. REPORT OF COMMITTEES

- **Finance Committee**

None.

- **Personnel Committee**

None.

- **Buildings & Operations Committee**

None.

Executive Director. Mejias advised the Board he would like to go into Executive Session at this time to discuss legal matters.

Mr. Conti presented **Resolution No. 116-2016 providing for Executive Session.** Commissioner Tyndale moved, seconded by Commissioner Graham-Lyons, to adjourn into Executive Session. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE**Resolution #116-2016 Executive Session**

	YES	NO	ABSTAIN	PRESENT NOT VOTING	NOT PRESENT
Robin Bright	X				
Carol Ann Brokaw	X				
Michelle Graham-Lyons	X				
Henry V. Robinson.	X				
Charles W. Tyndale	X				
<u>Alternate</u> Pedro Estevez				X	
<u>Alternate</u>					

The Board adjourned into Executive Session at 6:05 p.m.

The Board returned to the public session of the meeting at 6:30 p.m. Commissioner Robinson summarized the Executive Session, stating that the Board discussed the lawsuit filed by a former employee, and negotiation of the union contract.

VII. EXECUTIVE DIRECTOR'S REPORT

Executive Director Mejias recognized the Finance Department and its team for a job well done with the 2017 Budgets being approved on the first submission to the Department of Community Services, which are on the agenda for adoption this evening.

Executive Director Mejias reported PMUA continues to have meetings with local municipalities who are interested in learning more about the Perma-Liner™ process and spot-repair service. It appears there are potentially three municipalities interested in entering into service agreements with PMUA.

Executive Director Mejias reported PMUA has entered into an agreement with a materials recovery facility, whose rate is approximately \$12.00 a ton less than the Union County disposal rate.

Executive Director Mejias reported the Board, with the exception of Commissioner Tyndale, received a presentation by Maser Consulting of the Geographical Information System (GIS). Executive Director Mejias will perform his due diligence and report to the Board.

Executive Director Mejias reported that with regard to the Transfer Station upgrade, the Convenience Center wall and truck scales, CME submitted an estimate for the professional services associated with the permitting and bid document preparation for the rehabilitation of the Convenience Center wall and the installation of two pit-type truck scales at the Transfer Station. The total cost is \$39,529.00 for CME to perform a site assessment, prepare plans, and issue bid documents.

Executive Director Mejias noted two points to Commissioner Tyndale that were discussed in his absence from the Committee Meeting: one, the new entranceway here at headquarters is part of the restructuring and rebranding of the Authority, and two, the Authority is participating in a glove and sock drive. Also, the Board discussed entering into an agreement with Mr. Dave Ervin for general consulting services and there is a resolution that was prepared for consideration at tonight's meeting.

B. Administration

Mr. Conti presented **Resolution No. 109-2016 authorizing the award of a contract to David Ervin to provide in-house specialized consulting services.** Commissioner Tyndale had a concern that PMUA already has engineering services, and he is concerned with the wording in the resolution. Commissioner Robinson clarified that this is to provide in-house specialized, consulting services.

Mr. Conti gave a detailed explanation for the reason why it was necessary for the resolution to contain specific wording. After discussion, Mr. Conti revised the resolution.

Commissioner Tyndale moved Resolution No. 109-2016 be approved with the discussed amendment, seconded by Commissioner Graham-Lyons. The motion carried, on a roll-call vote, with three members in favor and two opposed.

RECORDED VOTE**Resolution #109-2016 David Ervin**

	YES	NO	ABSTAIN	PRESENT NOT VOTING	NOT PRESENT
Robin Bright		X			
Carol Ann Brokaw		X			
Michelle Graham-Lyons	X				
Henry V. Robinson.	X				
Charles W. Tyndale	X				
<u>Alternate</u> Pedro Estevez				X	
<u>Alternate</u>					

Mr. Conti presented **Resolution No. 110-2016 approving and authorizing the execution of a Memorandum of Agreement with Teamsters Local 97.** Commissioner Brokaw moved that Resolution No. 110-2016 authorizing approval of a Memorandum of Agreement with Teamsters Local 97 be approved, as explained by PMUA's Labor Counsel, Paulette Brown, Esq., in Executive Session, and seconded by Commissioner Bright. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE**Resolution #110-2016 MOA Teamsters Local 97**

	YES	NO	ABSTAIN	PRESENT NOT VOTING	NOT PRESENT
Robin Bright	X				
Carol Ann Brokaw	X				
Michelle Graham-Lyons	X				
Henry V. Robinson.	X				
Charles W. Tyndale	X				
<u>Alternate</u> Pedro Estevez				X	
<u>Alternate</u>					

C. Finance Report

Mr. Conti presented **Resolution No. 111-2016 authorizing payment of bills.** Commissioner Bright moved that Resolution No. 111-2016 be accepted as read, seconded by Commissioner Brokaw. Commissioner Tyndale inquired why the American Water bill is inordinately high. Executive Director Mejias replied that is the upload so the Authority can do the billing. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE**Resolution #111-2016 Payment of Bills**

	YES	NO	ABSTAIN	PRESENT NOT VOTING	NOT PRESENT
Robin Bright	X				
Carol Ann Brokaw	X				
Michelle Graham-Lyons	X				
Henry V. Robinson.	X				
Charles W. Tyndale	X				
<u>Alternate</u> Pedro Estevez				X	
<u>Alternate</u>					

Mr. Conti presented **Resolution No. 112-2016 to adopt the 2017 Sewer System Budget.** Commissioner Brokaw moved that Resolution No. 112-2016 to adopt the 2017 Sewer Budget be approved, seconded by Commissioner Tyndale. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE**Resolution #112-2016 Adopt 2017 Sewer Budget**

	YES	NO	ABSTAIN	PRESENT NOT VOTING	NOT PRESENT
Robin Bright	X				
Carol Ann Brokaw	X				
Michelle Graham-Lyons	X				
Henry V. Robinson.	X				
Charles W. Tyndale	X				
<u>Alternate</u> Pedro Estevez				X	
<u>Alternate</u>					

Mr. Conti presented **Resolution No. 113-2016 to Adopt the 2017 Solid Waste Budget**. Commissioner Tyndale moved that Resolution No. 113-2016 be adopted as presented, seconded by Commissioner Brokaw. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE**Resolution #113-2016 Adopt 2017 Solid Waste Budget**

	YES	NO	ABSTAIN	PRESENT NOT VOTING	NOT PRESENT
Robin Bright	X				
Carol Ann Brokaw	X				
Michelle Graham-Lyons	X				
Henry V. Robinson.	X				
Charles W. Tyndale	X				
<u>Alternate</u> Pedro Estevez				X	
<u>Alternate</u>					

D. Purchasing Department

Mr. Conti presented **Resolution No. 114-2016 awarding a contract for the provision of work clothes and uniform rental services to American Wear, Inc., East Orange, N.J.** Commissioner Graham-Lyons moved that Resolution No. 114-2016 be accepted as read, seconded by Commissioner Brokaw. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE**Resolution #114-2016 American Wear, Inc.**

	YES	NO	ABSTAIN	PRESENT NOT VOTING	NOT PRESENT
Robin Bright	X				
Carol Ann Brokaw	X				
Michelle Graham-Lyons	X				
Henry V. Robinson.	X				
Charles W. Tyndale	X				
<u>Alternate</u> Pedro Estevez				X	
<u>Alternate</u>					

Mr. Conti presented **Resolution No. 115-2016 authorizing award of a contract for vehicle parts and supplies to Associated Auto Parts.** Commissioner Brokaw moved that Resolution No. 115-2016 authorizing award of a contract for vehicle parts and supplies be accepted as read, seconded by Commissioner Tyndale. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE**Resolution #115-2016 Associated Auto Parts**

	YES	NO	ABSTAIN	PRESENT NOT VOTING	NOT PRESENT
Robin Bright	X				
Carol Ann Brokaw	X				
Michelle Graham-Lyons	X				
Henry V. Robinson.	X				
Charles W. Tyndale	X				
<u>Alternate</u> Pedro Estevez				X	
<u>Alternate</u>					

VIII. UNFINISHED BUSINESS

None.

IX. NEW BUSINESS

None.

X. PUBLIC HEARING

Chairman Robinson noted that because no member of the public was in attendance at the meeting, he called for a motion to adjourn the meeting.

Commissioner Brokaw moved, seconded by Commissioner Tyndale and unanimously approved by the Board to adjourn the meeting at 7:08 p.m.

Recorded by:

Roslyn Mathis, Recording Secretary