

PLAINFIELD MUNICIPAL UTILITIES AUTHORITY

**Minutes of the Board of Commissioners Regular Meeting
Tuesday, May 14, 2019**

**127 Roosevelt Avenue
Plainfield, New Jersey**

I. OPEN PUBLIC MEETINGS LAW (STATEMENT OF COMPLIANCE)

Commissioner Edghill, 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 Miguel Edghill
Commissioner Michelle Graham-Lyons
Alt. #1 Commissioner Marleen Powell
Alt. #2 Commissioner Ron Scott Bey

Also Present

Mr. Eric E. Jackson, Executive Director
Ms. Beverley Morris-Gill, Deputy Director/ CFO
Mr. Kevin Conti, Board Attorney
Mrs. Roslyn Mathis, Recording Secretary
Staff and Public

Commissioner Pedro Estevez
Commissioner Henry V. Robinson

Absent
Excused

IV. APPROVAL OF MINUTES – April 4, 2019 Committee Meeting Minutes and Committee Executive Session Minutes, and April 9, 2019 Regular Meeting Minutes and Regular Executive Session Minutes. Moved by Commissioner Bright and seconded by Commissioner Graham-Lyons. The motion carried, on a roll-call vote, with four members in favor and none opposed.

RECORDED VOTE Approving April 4, 2019 Committee Meeting Minutes and Executive Session, and April 9, 2019 Regular Meeting Minutes and Executive Session

	YES	NO	ABSTAIN	PRESENT NOT VOTING	NOT PRESENT
Robin Bright	X				
Miguel Edghill	X				
Pedro Estevez					X
Michelle Graham-Lyons	X				
Henry V. Robinson					X
<u>Alternate #1</u> Marleen Powell	X				
<u>Alternate #2</u> Ron Scott Bey				X	

V. COMMUNICATIONS

Executive Director Jackson advised communications will be reported in the Executive Director’s Report.

VI. REPORT OF COMMITTEES

- Finance Committee

Ms. Morris-Gill stated that the Finance Committee did not meet this month. She reported a substantial portion of the annual audit has been completed, but the auditors will be at PMUA on May 16th. Ms. Morris-Gill indicated the first quarter compilation is being worked on and should be finished soon, and concluded her report stating the Bills List is being submitted for approval.

- Personnel Committee

Executive Director Jackson reported the Personnel Committee met last Thursday and discussed a number of issues, including a follow-up to the Board of Commissioners’ Retreat. It was determined that a Saturday in the fall would be best. The Executive Director and the Chairman met and recommend Saturday, September 21, 2019. The Retreat will run from 9:00 a.m. to 5:00 p.m. After discussion, the Board settled on Saturday, September 28, 2019.

The Executive Director noted the Personnel Committee also discussed staffing issues, as well as, the final renewal for health benefits. The rates were kept flat from last year with comparable benefits for the employees.

- Buildings & Operations Committee

Executive Director Jackson reported the Buildings & Operations Committee met on Thursday, April 9th, and discussed the next step for the Material Recovery Facility. Jeff Tucker from Plexus Technologies was asked to prepare a proposal for a waste composition analysis, a market study of sustainable markets and return on investment, and a preliminary scope and design analysis. The Executive Director expects to receive the proposal next week.

Executive Director Jackson reported on the Muhlenberg Development Project, indicating all of the engineers are continuing to move forward toward a common solution on the connection fees.

Executive Director Jackson discussed PMUA's Sewer Application Acceptance Policy and it is anticipated there will be a public hearing at the Commissioners' Regular Meeting in June. Ron Madison of Maser Consulting and Kevin Conti, Esq., will assist in scripting the hearing on the proposed Sewer Application Acceptance Policy -- that will amend some of the existing regulations to include an increase of the minimum Sewer Application Escrow Fee from \$500 to \$2,000; to cover any PMUA expenses pertaining to the review of a sewer application. Mr. Conti and Ms. Hamlin will be responsible for the publication of any Notices necessary to advertise the public hearing.

Executive Director Jackson reported under new business, PMUA has strengthened its partnership with the Union County Recycling Department, and the joint annual mobile paper shredding event was held on April 26, 2019. He reported that, although the weather was not favorable and the total number of participants was down from last year, the tonnage collected was up 27.6% from last year. In addition, they spoke about the Tonnage Grant Report and he notified the Committee that in 2017, PMUA recorded over 47 tons, while the filing for this year exceeded 163,000 tons; which represents approximately a 248% increase and is attributable to PMUA staff's outstanding work. Commissioner Bright inquired where most of that increase came from because that's a substantial increase. Executive Director Jackson responded PMUA staff went to every construction site, retail outlets, etc. in the area, and acknowledged they probably did a better job of reaching more entities than in previous years.

VII. EXECUTIVE DIRECTOR'S REPORT

Executive Director Jackson reported he received a communication from the State of New Jersey Department of Environmental Protection - Compliance and Enforcement, dated April 18, 2019. The letter referenced the Compliance Inspection, completed on April 5, 2019, which determined that the Transfer Station was in compliance with Department regulations and PMUA Permit conditions. The Department now considers the Compliance Inspection closed. Additionally, the Department informed PMUA that the successful inspections allows PMUA to compete for

recognition in the Governor's Environmental Excellence Awards and the Department's Environmental Stewardships Program.

Executive Director Jackson advised for a number of months there were some reports that weren't favorable. PMUA staff began doing some things differently and the hard work from staff, to ensure they were in compliance with the Department's solid waste regulations and permit coding, have paid off. Commissioner Bright inquired whether those awards involve monetary compensation. The Executive Director responded they did not, but they hold weight when PMUA applies for grants.

Executive Director Jackson advised PMUA is still awaiting a response on its request for a meeting on the NJDEP Notice of Violation and Assessed Penalty for the Transfer Station.

The Executive Director reported the Recycling Collection Program continues to show improvement. PMUA reduced the robo-calls to bi-weekly notifications on the co-mingled weeks through May. PMUA Staff will evaluate the response in order to fine-tune the program for June and July, with a concentration on the "problem" areas. With regard to Alternate Commissioner Scott Bey's request last week, regarding missed pickups etc. in the Third Ward, the Executive Director had initiated remediation and hopes the Alternate Commissioner will see an improvement.

Commissioner Graham-Lyons inquired if PMUA notified all residents when it decided to allow paper to be placed in the small containers. The Executive Director informed the Commissioner that PMUA put a notice in all communications, as well as, on the website and included it in the robo-calls.

Executive Director Jackson reminded the Commissioners the Environmental Fair is scheduled to take place on September 7th.

The Executive Director reported the advent of electronic billing as an option for PMUA's customers and indicated that people are excited and want to sign up.

Executive Director Jackson reported the revision in the Business Travel and Reimbursement Policy has been forwarded to the sub-committee for review, and should be ready for approval by the Board at the June meeting.

A. Attorney's Report

Mr. Conti advised he had nothing to report at this time.

RESOLUTIONS

A. Administration

None.

B. Finance Report

Mr. Conti presented **Resolution No. 46-2019, authorizing payment of the bills list.** Commissioner Bright moved approval of the resolution, seconded by Alternate Commissioner Powell. The motion carried, on a roll-call vote, with four members in favor and none opposed.

RECORDED VOTE

Resolution #46-2019 Bills List

	YES	NO	ABSTAIN	PRESENT NOT VOTING	NOT PRESENT
Robin Bright	X				
Miguel Edghill	X				
Pedro Estevez					X
Michelle Graham-Lyons	X				
Henry V. Robinson					X
<u>Alternate #1</u> Marleen Powell	X				
<u>Alternate #2</u> Ron Scott Bey				X	

C. Purchasing Department

Mr. Conti presented **Resolution No. 47-2019, authorizing the award of a contract for the provision of employee medical, dental and prescription insurance benefits coverage to United Healthcare/Oxford.** Commissioner Graham-Lyons moved resolution No. 47-2019 be accepted as read, seconded by Commissioner Bright. The motion carried, on a roll-call vote, with four members in favor and none opposed.

RECORDED VOTE

Resolution #47-2019 United Healthcare/Oxford

	YES	NO	ABSTAIN	PRESENT NOT VOTING	NOT PRESENT
Robin Bright	X				
Miguel Edghill	X				
Pedro Estevez					X
Michelle Graham-Lyons	X				
Henry V. Robinson					X
<u>Alternate #1</u> Marleen Powell	X				
<u>Alternate #2</u> Ron Scott Bey				X	

Mr. Conti presented **Resolution No. 48-2019, authorizing award of a contract with Mutual of Omaha for employee term life and disability insurance coverage.** Commissioner Bright moved approval of the resolution, seconded by Commissioner Graham-Lyons. The motion carried, on a roll-call vote, with four members in favor and none opposed.

RECORDED VOTE Resolution #48-2019 Mutual of Omaha

	YES	NO	ABSTAIN	PRESENT NOT VOTING	NOT PRESENT
Robin Bright	X				
Miguel Edghill	X				
Pedro Estevez					X
Michelle Graham-Lyons	X				
Henry V. Robinson					X
<u>Alternate #1</u> Marleen Powell	X				
<u>Alternate #2</u> Ron Scott Bey				X	

Mr. Conti presented **Resolution No. 49-2019, authorizing award of a contract to Verizon Connect through Sourcewell National Cooperative Purchasing Agreement for the provision of a GPS Fleet Tracking System.** Commissioner Graham-Lyons moved the resolution be accepted as read, seconded by Alternate Commissioner Powell. The motion carried, on a roll-call vote, with four members in favor and none opposed.

RECORDED VOTE Resolution #49-2019 Verizon Connect through Sourcewell National Cooperative Purchasing Agreement

	YES	NO	ABSTAIN	PRESENT NOT VOTING	NOT PRESENT
Robin Bright	X				
Miguel Edghill	X				
Pedro Estevez					X
Michelle Graham-Lyons	X				
Henry V. Robinson					X
<u>Alternate #1</u> Marleen Powell	X				
<u>Alternate #2</u> Ron Scott Bey				X	

Mr. Conti presented **Resolution No. 50-2019, authorizing the award of a contract for the provision of broadband telephone and communications services.** Commissioner Bright moved approval of the resolution as read, seconded by Commissioner Graham-Lyons. The motion carried, on a roll-call vote, with four members in favor and none opposed.

RECORDED VOTE **Resolution #50-2019 Nexacomm. LLC for Broadband Telephone and Communications Services**

	YES	NO	ABSTAIN	PRESENT NOT VOTING	NOT PRESENT
Robin Bright	X				
Miguel Edghill	X				
Pedro Estevez					X
Michelle Graham-Lyons	X				
Henry V. Robinson					X
<u>Alternate #1</u> Marleen Powell	X				
<u>Alternate #2</u> Ron Scott Bey				X	

Mr. Conti presented **Resolution No. 51-2019, authorizing the award and execution of a contract with Gerhart Scale Corporation for the provision of repair and preventative maintenance services and supplies for the scales at the Transfer Station.** Commissioner Graham-Lyons moved the resolution be accepted as read, seconded by Commissioner Bright. The motion carried, on a roll-call vote, with four members in favor and none opposed.

RECORDED VOTE **Resolution #51-2019 Gerhart Scale Corporation**

	YES	NO	ABSTAIN	PRESENT NOT VOTING	NOT PRESENT
Robin Bright	X				
Miguel Edghill	X				
Pedro Estevez					X
Michelle Graham-Lyons	X				
Henry V. Robinson					X
<u>Alternate #1</u> Marleen Powell	X				
<u>Alternate #2</u> Ron Scott Bey				X	

Mr. Conti presented **Resolution No. 52-2019, authorizing the award and execution of a contract for vehicle roadside and tire repair services with Gino’s Tire Repair Service.** Commissioner Graham-Lyons moved the resolution be accepted as read, seconded by Commissioner Bright. The motion carried, on a roll-call vote, with four members in favor and none opposed.

RECORDED VOTE **Resolution #52-2019 Gino’s Tire Repair Service**

	YES	NO	ABSTAIN	PRESENT NOT VOTING	NOT PRESENT
Robin Bright	X				
Miguel Edghill	X				
Pedro Estevez					X
Michelle Graham-Lyons	X				
Henry V. Robinson					X
<u>Alternate #1</u> Marleen Powell	X				
<u>Alternate #2</u> Ron Scott Bey				X	

Mr. Conti presented **Resolution No. 53-2019, authorizing the award and execution of a contract for loader remedial repairs and preventative maintenance services with Jesco, Inc.** Commissioner Bright moved the resolution be accepted as read, seconded by Commissioner Graham-Lyons. The motion carried, on a roll-call vote, with four members in favor and none opposed.

RECORDED VOTE **Resolution #53-2019 Jesco, Inc.**

	YES	NO	ABSTAIN	PRESENT NOT VOTING	NOT PRESENT
Robin Bright	X				
Miguel Edghill	X				
Pedro Estevez					X
Michelle Graham-Lyons	X				
Henry V. Robinson					X
<u>Alternate #1</u> Marleen Powell	X				
<u>Alternate #2</u> Ron Scott Bey				X	

Mr. Conti presented **Resolution No. 54-2019, authorizing the award and execution of a contract for the provision of vehicle maintenance and repair services, and supplies with Eagle Equipment/Peirce.** Commissioner Bright moved to accept the resolution as read, seconded by Commissioner Graham-Lyons. The motion carried, on a roll-call vote, with four members in favor and none opposed.

RECORDED VOTE

Resolution #54-2019 Eagle Equipment/Pierce

	YES	NO	ABSTAIN	PRESENT NOT VOTING	NOT PRESENT
Robin Bright	X				
Miguel Edghill	X				
Pedro Estevez					X
Michelle Graham-Lyons	X				
Henry V. Robinson					X
<u>Alternate #1</u> Marleen Powell	X				
<u>Alternate #2</u> Ron Scott Bey				X	

VIII. UNFINISHED BUSINESS

None.

IX. NEW BUSINESS

None.

X. PUBLIC HEARING

Chairman Edghill advised this is the Public Hearing section of the meeting where members of the public may address the Board for three minutes. The public was advised to stand, give your name and address, before speaking.

Executive Jackson acknowledged Ms. Hawkins, who was present in the audience, and advised the Board that she had come to speak to him a few weeks ago to discuss an issue. He was advised she is a new homeowner who wanted to come to see how civic business is conducted, and he thought her attending a meeting was a good start. He thanked her for coming. Commissioner Bright mentioned that she had seen her at a recent Council Meeting too. Chairman Edghill, on behalf of the Board, thanked her for her interest and for attending the meeting.

Seeing no other members of the public in attendance at the meeting, a motion was made to adjourn the public hearing portion of the meeting.

Chairman Edghill advised they have come to the end of the meeting and called for a motion to adjourn. Commissioner Bright moved, seconded by Commissioner Graham-Lyons and unanimously approved by the Board, to adjourn the meeting at 6:45 p.m.

Recorded by:

Roslyn Mathis, Recording Secretary



Commissioner Robin C. Bright
Board Secretary

SEAL