

PLAINFIELD MUNICIPAL UTILITIES AUTHORITY

**Minutes of the Board of Commissioners Rescheduled Regular Meeting
Thursday, June 13, 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 Pedro Estevez
Commissioner Michelle Graham-Lyons
Commissioner Henry V. Robinson
Alt. #1 Commissioner Marleen Powell
Alt. #2 Commissioner Ron Scott Bey

Also Present

Mr. Eric E. Jackson, Executive Director
Mr. Kevin Conti, Board Attorney
Mrs. Roslyn Mathis, Recording Secretary
Staff and Public

Ms. Beverly Morris-Gill, Deputy Director/CFO Excused

Chairman Edghill advised the Deputy Director/CFO is attending a conference so she is excused. He also advised the Board is going to participate in a conference call at 6:15 p.m., at which time the Board will pause and go into Executive Session.

IV. APPROVAL OF MINUTES – May 9, 2019 Committee Meeting Minutes and Committee Executive Session Minutes; and May 14, 2019 Regular Meeting Minutes.

Commissioner Bright moved to accept the minutes as presented, seconded by Commissioner Robinson. The motion carried, on a roll-call vote, with five members in favor and none opposed.

**RECORDED VOTE Approving May 9, 2019 Committee Meeting Minutes and
Executive Session Minutes; and May 14, 2019 Regular Meeting Minutes**

	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

None.

VI. REPORT OF COMMITTEES

- Finance Committee

In the absence of the Deputy Director/CFO, Executive Director Jackson reported the Finance Committee did not meet this month. The auditors have informed PMUA the audit is finished, and an exit audit has been scheduled for Tuesday, June 18th. After the exit audit is completed, a meeting will be scheduled with the Finance Committee.

The date for the final report from the State Comptroller's office is still pending. The Executive Director reported on the additional information that was requested by the Comptroller's Office, which was sent on Monday, June 10th. PMUA is awaiting a response.

The Executive Director advised the Bills List has been included in the Board packets for final approval.

- Personnel Committee

Executive Director Jackson indicated there was no meeting for the Personnel Committee this month.

- Buildings & Operations Committee

Executive Director Jackson reported the Buildings & Operations Committee met on Thursday, May 30th, and discussed a number of topics, including the Materials Recovery Facility and the proposal from Plexus Technology, consisting of the waste composition analysis, market study analysis, and engineering design work. The Board members were sent a copy of the proposal.

Executive Director Jackson reported PMUA is continuing to push towards a solution regarding the connection fees for the Muhlenberg project. He advised that CHA Partners submitted an Opens Public Records Act request about previous development projects in Plainfield; documentation was provided by PMUA in response to the request after review by General Counsel.

The Executive Director reported the public hearing on the revisions to the Sewer Application Acceptance Policy has been scheduled for the July 18th Board meeting

The Buildings & Operations Committee discussed the notification received on May 24, 2019, concerning the closing of the Keegan Landfill, which was thought to be a temporary closure. The facility reopened after a decision by the Appellate Division, but the Supreme Court ordered it closed again until their next hearing, which is scheduled for July 25th. Arrangements have been made with an alternate vendor - Allegro Sanitation - to have the bulky waste transported to its facility. They will charge the gate rate for solid waste originating in Middlesex County and Somerset County.

The last item discussed was continuing to build community partnerships with Union County and Union County Recycling, who have assigned a staff member to assist PMUA with assembling recycling data from Plainfield businesses and institutions. This work officially began on May 21st and is off to a very good start.

Commissioner Bright inquired regarding the CHA Partners' OPRA request whether it was given the information as requested or were modifications made. Mr. Conti, Board Attorney, responded that PMUA had objected to the requests because they weren't framed as proper requests for specific documents as required under OPRA. Notwithstanding the objections, PMUA did provide some documentation in a good faith attempt to address the requests but certainly didn't provide all documents because that would have required attempting to interpret the requests and searching for "any and all" records that would meet the requests. Under OPRA, a request must identify specific documents and not just general categories of documents

Commissioner Bright asked whether PMUA asked CHA Partners to be more specific and Mr. Conti responded no, only indicating that the requests were overly broad and ambiguous. He indicted CHA Partners could have submitted another request after receiving the responses to the first request, but didn't, possibly because it was satisfied with the documentation provided.

VII. EXECUTIVE DIRECTOR'S REPORT

Executive Director Jackson asked at 6:15 p.m. if the Board could adjourn into Executive Session to participate in the conference call.

Mr. Conti presented **Resolution No. 61-2019 providing for Executive Session**. Commissioner Robinson moved approval of the resolution, seconded by Commissioner Bright. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE

Resolution #61-2019 authorizing 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	

The Board adjourned into Executive Session at 6:15 p.m.

The Board returned to the public session of the meeting at 7:16 p.m. Chairman Edghill summarized the Executive Session by indicating the Board discussed a contractual proposal for modernization of the Materials Recovery Facility.

Executive Director Jackson continued with his report, mentioning that the New Jersey Clean Communities Council recognized PMUA at their Spring Conference held on May 23, 2019, for the community service PMUA provides, and that the Executive Director received the Clean Cities Award.

Executive Director Jackson reported they are continuing to prepare for the Board of Commissioners Retreat scheduled for Saturday, September 28, 2019. He was advised by the retreat facilitator - Kim Lemon of the Lemon Group - that it will run from 9:00 a.m. to 4:00 p.m.

He also reported PMUA is still awaiting a response from NJDEP regarding the Notice of Violation and assessed penalty for the Transfer Station.

Executive Director Jackson reported the Environmental Fair remains scheduled for Saturday, September 7, 2019. He asked the Board members to mark their calendars and indicated it would be great to have the full Board attend.

He reported the PMUA will participate in the Fourth of July events and invited all that are available to be part of that celebration beginning at City Hall.

Executive Director Jackson reported the Travel Policy revision was reviewed by the sub-committee and with their approval he would like to have that voted on tonight. Commissioner Robinson advised not all members have had a chance to review it. Chairman Edghill responded that because it is a non-urgent matter, the Board can table it until the July meeting.

The Executive Director reported under Union County partnership that on June 3, 2019, the Plainfield Police staff presented an Active Shooter Presentation/Drill for PMUA senior staff. He said it was an outstanding presentation presented by the City of Plainfield.

Lastly, PMUA will be recognizing staff on Friday, June 21st at 1 p.m., at the Transfer Station in honor of the National Garbage Collector's Week. The Commissioners are invited to attend.

A. Attorney's Report

Mr. Conti said there was nothing to report at this time,

RESOLUTIONS

B. Administration

Mr. Conti advised **Resolution No. 56-2019 approving amendments to the Authority's Rules Governing Business Travel and Reimbursement** will be tabled until the July meeting to afford the Commissioners more time to review proposed revisions.

C. Finance Report

Mr. Conti presented **Resolution No. 57-2019 authorizing payment of bills list**. Commissioner Robinson moved, seconded by Commissioner Graham-Lyons, approval of the resolution. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE**Resolution #57-2019 authorizing the payment of the 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	

D. Purchasing Department

Mr. Conti presented **Resolution No. 58-2019, declaring an emergency and authorizing entry into a contract with Precision Heavy Equipment Repair Services for the repair of a John Deere 642J Front-End Loader.** Commissioner Robinson moved approval of the resolution, seconded by Commissioner Bright. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE**Resolution #58-2019 declaring an emergency and awarding a contract to Precision Heavy Equipment Repair 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. 59-2019 authorizing award of a 36-month lease agreement with HP for a new exchange server, HP core switch and licensing.** Commissioner Bright inquired if they are going to lease just one server; she thought a couple of months ago they discussed purchasing two servers to support the new GSI program.

Rajesh Patel responded they did purchase the server for the GIS; this is separate from the GIS. He said they had an old server from 2010 that required an upgrade for 2019 through a new server and licensing. Commissioner Robinson moved to approve the resolution, seconded by Commissioner Bright. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE**Resolution #59-2019 authorizing a Lease Agreement with HP**

	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. 60-2019 authorizing award of contract with Net Connect for the installation of the exchange server, HP core switch, and software licensing.** Commissioner Robinson moved approval of the resolution, seconded by Commissioner Graham-Lyons. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE**Resolution #60-2019 authorizing the award of a contract to Net Connect**

	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, but the Executive Director took a moment to recognize PMUA staff present.

X. PUBLIC HEARING

Chairman Edghill advised they have come to the portion of the meeting where members of the public can stand, give their name and address, and they will have three minutes to make comments.

Seeing none he asked for a motion to adjourn; moved by Commissioner Robinson, seconded by Commissioner Bright and unanimously approved by the Board to adjourn the meeting at 7:30 p.m.

Recorded by:

Roslyn Mathis, Recording Secretary



Commissioner Robin C. Bright
Board Secretary

SEAL