PLAINFIELD MUNICIPAL UTILITIES AUTHORITY

Minutes of the Board of Commissioners Re-Organization Meeting
Tuesday, February 13, 2018

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 recited by all present.

III ROLL CALL

Present	**Also Present**
Commissioner Robin Bright	Mr. Daniel Mejias, Executive Director
Commissioner Miguel Edghill	Mr. Duane Young, Chief Financial Officer
Commissioner Michelle Graham-Lyons	Mr. Kevin Conti, Board Attorney
Commissioner Henry V. Robinson	Mrs. Roslyn Mathis, Recording Secretary
Alt. #1 Commissioner Marleen Powell	Mr. Jeff Bliss, Lerch, Vinci & Higgins
Alt. #2 Commissioner Pat Van Slyke	Mr. Ron Madison, Maser Consulting
	Mr. Mike Dziubeck, CME
	Staff and Public

Commissioner Pedro Estevez Absent

IV. AUTHORITY REORGANIZATION

1. Seating of Temporary Chair for Purpose of Elections

Commissioner Edghill moved to seat Mr. Conti, PMUA Counsel, as Temporary Chair for the purpose of election of officers, seconded by Commissioner Bright. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE **Seating of Temporary Chair**

	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				
Alternate #1 Marleen Powell	X				
Alternate #2 Pat Van Slyke				X	

Mr. Conti proceeded as Temporary Chair for the purpose of the election of officers.

2. Election of Officers

Mr. Conti advised the Board that the first order of business was to accept nominations and a second for the position of Chairman for the year 2018 – 2019.

Commissioner Robinson nominated Commissioner Edghill to be the Chairman, seconded by Alternate Commissioner Powell. There were no other nominations and after a roll-call vote Commissioner Edghill was declared Chairman, with five members in favor and none opposed.

RECORDED VOTE **Miguel Edghill Chairman**

	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				
Alternate #1 Marleen Powell	X				
Alternate #2 Pat Van Slyke				X	

Mr. Conti asked for nominations and a second for the position of Vice Chairman.

Commissioner Edghill nominated Commissioner Robinson, seconded by Commissioner Bright. There were no other nominations and after the roll-call vote, with five members in favor and none opposed, Commissioner Robinson was declared Vice Chairman.

RECORDED VOTE **Henry V. Robinson Vice Chairman**

	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				
Alternate #1 Marleen Powell	X				
Alternate #2 Pat Van Slyke				X	

Mr. Conti called for nominations and a second for the position of Treasurer.

Commissioner Robinson nominated Commissioner Graham-Lyons, seconded by Commissioner Bright. There were no other nominations and after the roll-call vote, with five members in favor and none opposed, Commissioner Graham-Lyons was declared the Treasurer.

RECORDED VOTE **Michelle Graham-Lyons Treasurer**

	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				
Alternate #1 Marleen Powell	X				
Alternate #2 Pat Van Slyke				X	

Mr. Conti called for nominations and a second for the position of Secretary.

Commissioner Edghill nominated Commissioner Bright, seconded by Alternate Commissioner Powell. There were no other nominations and after the roll-call vote, with five members in favor and none opposed, Commissioner Bright was declared the Secretary.

<u>RECORDED VOTE</u> **Robin Bright Secretary**

	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> Pat Van Slyke				X	

3. Mr. Conti presented **Resolution No. 7-2018 regarding the Election of Officers.** Commissioner Bright moved Resolution No. 7-2018 be accepted as read, seconded by Commissioner Graham-Lyons. The motion carried, on a roll-call vote, with five members in favor and none opposed.

<u>RECORDED VOTE</u> **Resolution #7-2018 Election of Officers**

	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> Pat Van Slyke				X	

3a. Seating of the Chairperson

Commissioner Edghill, and the other newly-elected officers were congratulated on their election. Commissioner Edghill took his seat as Chairman, expressed his thanks to the Executive Staff and the Commissioners for their support, and continued with the agenda.

Mr. Conti advised at this point the Chairman could appoint Committee assignments.

Commissioner Edghill reported the Committee assignments are as follows: Finance Committee: Commissioner Graham-Lyons and Commissioner Edghill; Personnel Committee: Commissioner Bright and Alternate Commissioner Van Slyke; Buildings and Grounds: Commissioner Robinson and Commissioner Estevez.

4. Appointment of Professionals

Mr. Conti presented **Resolution No. 8-2018, authorizing the award of contract for Sanitary Sewer Engineering Consultant to Maser Consulting**. Commissioner Robinson moved to accept 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 #8-2018 Award to Maser Consulting**

	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				
Alternate #1 Marleen Powell	X				
Alternate #2 Pat Van Slyke				X	

Mr. Conti presented **Resolution No. 9-2018 appointing CME Associates for Solid Waste Consulting and Engineering Services.** Commissioner Robinson moved to accept 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 #9-2018 Award to CME Associates**

	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				
Alternate #1 Marleen Powell	X				
Alternate #2 Pat Van Slyke				X	

Mr. Conti presented **Resolution No. 10-2018 authorizing the award of a contract to DeCotiis, Fitzpatrick, Cole & Giblin, LLP for General Counsel services.** Commissioner Robinson moved to accept 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 #10-2018 Award to DeCotiis, Fitzpatrick, et al**

	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				
Alternate #1 Marleen Powell	X				
Alternate #2 Pat Van Slyke				X	

Mr. Conti presented **Resolution No. 11-2018 authorizing the award of a contract to Eric M. Bernstein & Associates, LLP for Labor Counsel services.** Commissioner Bright moved to accept Resolution No. 11-2018 as read, seconded by Commissioner Robinson.

RECORDED VOTE **Resolution #11-2018 Award to Eric M. Bernstein & Associates, LLP**

	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				
Alternate #1 Marleen Powell	X				
Alternate #2 Pat Van Slyke				X	

Mr. Conti presented **Resolution No. 12-2018 to establish time and place for Regular Meetings and Committee Meetings.** Commissioner Bright inquired why the Board was having a combined meeting in August. Executive Director Mejias advised the Board has a combined meeting for the months of July and August. Commissioner Robinson moved to accept 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 #12-2018 Establish Time and Place for Meetings**

	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				
Alternate #1 Marleen Powell	X				
Alternate #2 Pat Van Slyke				X	

Mr. Conti presented **Resolution No. 13-2018 designating official newspapers for 2018-2019.** Commissioner Robinson moved to accept 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 #13-2018 Award to Courier and Star Ledger**

	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				
Alternate #1 Marleen Powell	X				
Alternate #2 Pat Van Slyke				X	

Mr. Conti presented **Resolution No. 14-2018 designating an official bank depository and Cash Management Plan.** Commissioner Robinson moved to accept the resolution, seconded by Alternate Commissioner Powell. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE **Resolution #14-2018 Award to Bank of America and Bank of New York Mellon**

	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				
Alternate #1 Marleen Powell	X				
Alternate #2 Pat Van Slyke				X	

Mr. Conti presented **Resolution No. 15-2018 designating a Public Agency Compliance Officer.** Commissioner Robinson moved to accept 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 #15-2018 Public Agency Compliance Officer Dollie S. Hamlin**

	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				
Alternate #1 Marleen Powell	X				
Alternate #2 Pat Van Slyke				X	

Mr. Conti presented **Resolution No. 16-2018 designating a representative to serve as a Commissioner to the New Jersey Utility Authorities-Joint Insurance Fund.** Commissioner Robinson moved to accept 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 #16-2018 Commissioner to the NJUA Joint Insurance Fund – Ivy Robinson**

	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				
Alternate #1 Marleen Powell	X				
Alternate #2 Pat Van Slyke				X	

Mr. Conti presented **Resolution No. 17-2018 designating Custodians of Public Records – Yolanda Cox Official Custodian of Records, re: Authority's public records; and Lana Carden Official Custodian of Records, re OPRA requests and issues.** Commissioner Robinson moved to accept 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 #17-2018 Custodians of Public Records**

	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				
Alternate #1 Marleen Powell	X				
Alternate #2 Pat Van Slyke				X	

V. APPROVAL OF MINUTES – January 9, 2018 Joint Committee/Regular Meeting Minutes and January 9, 2018 Executive Session Minutes

Commissioner Bright moved to accept the minutes from January 9, 2018, seconded by Commissioner Robinson. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE **January 9, 2018 Joint Committee/Regular Meeting and Executive Session 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				
Alternate #1 Marleen Powell	X				
Alternate #2 Pat Van Slyke				X	

VI. COMMUNICATIONS

Executive Director Mejias indicated there were no communications received.

VII. REPORT OF COMMITTEES

Mr. Young reported the Finance Committee had a series of meetings related to the budget. He reported in another section of the agenda the 2018 Budget will be introduced and, if it is approved, he will send it to the State tomorrow. Mr. Young said the Finance Report containing the monthly reports, the cash receipts and disbursements and other reports were distributed to the Commissioners in their packets. said he mentioned the Executive Staff and the Finance Committee did their due diligence in evaluating options and getting the budget ready for submission to the State.

Chairman Edghill thanked the staff for their presentation that made the subject more intelligible and allowed the Commissioners to make some difficult decisions.

Executive Director Mejias reported there are personnel matters to be discussed in Executive Session.

Executive Director Mejias reported Buildings and Maintenance did not meet this month.

VIII. EXECUTIVE DIRECTOR'S REPORT

Executive Director Mejias reported there was a review of the 2017 Sewer Department Year-End Report that was included in the Board's packets showing the total amount of feet that was flushed and televised for the year. The highlight of the report was there were 97 calls; only three were related to the PMUA; the other 94 were homeowner and/or business issues.

Executive Director Mejias reported there was a review of the Shared Services Agreement currently under contract with the various municipalities, and that's on an as-needed basis. The Board asked Executive Director Mejias to submit to them a report concerning how the Shared Services Agreements are working and he submitted the report to them. He also reported because of the Shared Services Agreements they are able to bring in additional revenue and that helps to offset the PMUA's operating expenses.

Executive Director Mejias distributed information to the Board regarding environmental awareness programs the PMUA does for the Plainfield schools, the Senior Citizens Center, Block Associations, and street fairs to educate the residents of Plainfield how to properly handle their waste, and to introduce recycling mandates to make sure the PMUA gets better participation regarding recycling. He reported the staff that go to the schools and give the presentation will be present at next month's meeting to do a presentation for the Board.

A. Attorney's Report

Mr. Conti stated there were matters to be discussed in Executive Session.

B. Administration

No resolutions.

C. Finance

Mr. Conti presented **Resolution No. 18-2018 authorizing payment of bills.** Commissioner Robinson moved to accept 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 #18-2018 Payment of Bills**

	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				
Alternate #1 Marleen Powell	X				
Alternate #2 Pat Van Slyke				X	

Mr. Conti presented **Resolution No. 19-2018 Delayed Introduction of the 2018 Budget.** Commissioner Robinson moved to accept 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 #19-2018 Delayed Introduction of 2018 Budget**

	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				
Alternate #1 Marleen Powell	X				
Alternate #2 Pat Van Slyke				X	

Mr. Conti presented **Resolution No. 20-2018 for introduction of 2018 Sanitary Sewer Budget.** Commissioner Robinson moved to accept the resolution, seconded by Alternate Commissioner Powell. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE **Resolution #20-2018 Introduction of 2018 Sanitary Sewer Budget**

	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				
Alternate #1 Marleen Powell	X				
Alternate #2 Pat Van Slyke				X	

Mr. Conti presented **Resolution No. 21-2018 for introduction of 2018 Solid Waste Budget.** Commissioner Robinson moved to accept the resolution, seconded by Alternate Commissioner Powell. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE **Resolution #21-2018 Introduction of 2018 Solid Waste Budget**

	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				
Alternate #1 Marleen Powell	X				
Alternate #2 Pat Van Slyke				X	

D. Purchasing Department

Mr. Conti presented **Resolution No. 22-2018 authorizing the award and execution of a contract with Net Connect, Inc for service and maintenance of the Authority's computer network.** Commissioner Bright moved to accept Resolution No. 22-2018 as read, seconded by Commissioner Robinson. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE **Resolution #22-2018 Award to Net Connect, 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				
Alternate #1 Marleen Powell	X				
Alternate #2 Pat Van Slyke				X	

Mr. Conti presented **Resolution No. 23-2018 authorizing the award and execution of a contract with Pumping Services, Inc. for maintenance and repair services for the Authority's pumping stations.** Commissioner Robinson moved to accept 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 #23-2018 Award to Pumping Services, 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				
Alternate #1 Marleen Powell	X				
Alternate #2 Pat Van Slyke				X	

Mr. Conti presented **Resolution No. 24-2018 authorizing the award and execution of a contract with Cascade Engineering, Inc. for the purchase of garbage and recycling containers.** Commissioner Robinson moved to accept 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 #24-2018 Award to Cascade Engineering, 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				
Alternate #1 Marleen Powell	X				
Alternate #2 Pat Van Slyke				X	

IX. UNFINISHED BUSINESS

None.

X. NEW BUSINESS

None.

XI. PUBLIC HEARING

Commissioner Edghill advised they have come to the Public Session of the meeting; members of the public are allowed to speak for three minutes; please stand, state your name and address.

Bernice Paglia, 124 E. Seventh St. Ms. Paglia stated that in view of the theme of the Environmental Fair she hoped PMUA would consider this year focusing on pollinators, or bees and butterflies. She presented the Board with orange cosmos seeds and milkweed seeds that could be planted around the Transfer Station and they would be ready by September.

Commissioner Robinson accepted the seeds and said he knew to whom to give them.

Alan Goldstein, 939 Madison Ave. Mr. Goldstein noted the resolution for Lerch, Vinci & Higgins was removed from the agenda. Chairman Edghill advised the matter had been turned over to the PMUA's attorney who will make a recommendation going forward. Mr. Goldstein said he appreciated the Board looking into it.

He said he didn't catch the nuance last week that the Authority is raising the rates; he said the Board would be congratulating themselves for keeping the rates steady, but then he learned they would be raising the rates. Mr. Goldstein said he knew there was an effort over the years as costs exploded, but there is still work that needs to be done. He said PMUA is still operating under the Interlocal Services Agreement that has never been amended and they have never been following the provisions in that document as far as the solid waste goes; he said that has to be resolved.

After expressing more of his opinion regarding the functions of the Board, Mr. Goldstein again reiterated his appreciation the Commissioners are looking into his concerns regarding the auditors and offered his assistance to direct the Board to anything as far as the statute is concerned.

Ron Madison, Maser Consulting, thanked the Board for the award of a contract for sanitary sewer consulting engineering services.

Chairman Edghill advised they are at the section of the agenda where the Board will go into Executive Session.

Commissioner Robinson moved to close the Public Session, seconded by Commissioner Graham-Lyons. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE **Close Public 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				
Alternate #1 Marleen Powell	X				
Alternate #2 Pat Van Slyke				X	

Mr. Conti presented **Resolution No. 25-2018 providing for an Executive Session in accordance with the provisions of the New Jersey Open Public Meetings Act.** Commissioner Robinson moved to accept 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 #25-2018 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				
Alternate #1 Marleen Powell	X				
Alternate #2 Pat Van Slyke				X	

The Board adjourned into Executive Session at 6:45 p.m.

The Board returned to the Public Session of the meeting at 7:10 p.m.

Chairman Edghill advised in Executive Session they discussed personnel and contract issues.

Commissioner Graham-Lyons moved, seconded by Commissioner Robinson and unanimously approved by the Board, to adjourn the meeting.

The meeting adjourned at 7:15 p.m.

Recorded by:

Roslyn Mathis, Recording Secretary

COMMISSIONER ROBIN C. BRIGHT
BOARD SECRETARY

SEAL