PLAINFIELD MUNICIPAL UTILITIES AUTHORITY

Minutes of the Board of Commissioners Combined Committee/Regular Meeting
Thursday, November 8, 2018

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 Pat Van Slyke

Also Present

Mr. Eric E. Jackson, Executive Director
Ms. Beverly Morris-Gill, Deputy Director/CFO
Mr. Kevin Conti, Board Attorney
Mrs. Roslyn Mathis, Recording Secretary
Staff and Public
Mr. Ronald Madison, Maser Engineering
Mr. Jeff Bliss, Lerch, Vinci & Higgins

IV. APPROVAL OF MINUTES – October 4, 2018, Committee Meeting Minutes and Executive Session Minutes; and October 9, 2018, Regular Meeting Minutes and Executive Session Minutes.

Commissioner Graham-Lyons advised there are two small corrections; one (1) on the first page of the October 4, 2018 Committee Meeting minutes; Ms. Beverly Morris-Gill is not a Mr.; and the first page of the October 9, 2018 Regular Meeting Minutes should reflect Ms. Morris -Gill's title.

Commissioner Edghill advised this is a Combined Committee and Regular Meeting; if there are no more corrections, they will move to the next item.

V. COMMUNICATIONS

Executive Director Jackson advised this will be deferred until the Executive Director's Report.

VI. REPORT OF COMMITTEES

- Finance Committee

Ms. Morris-Gill updated the Board regarding the tax sale, indicating that 823 accounts went to tax sale, which translated to approximately $1,150,000; PMUA received payment for 817 of those accounts for approximately $1,137,000; six (6) accounts were paid after the tax sale for approximately $13,705. All the accounts that went to tax sale were collected in full.

Ms. Morris-Gill stated the Finance Department will be sending the third quarter compilation of financials to Lerch, Vinci & Higgins ("LVH") on Tuesday.

Ms. Morris-Gill reported on the Accounting Manager's position, candidates were interviewed, one was selected, and an offer has been extended. If everything goes according to schedule, that person should begin employment on November 26th.

Ms. Morris-Gill indicated the financial package and updated bills list has been distributed just for item numbers 14 and 28 for language only; the amounts are the same.

Ms. Morris Gill reported there was a meeting with the Finance Committee and LVH on Wednesday, October 31st, to discuss the 2019 Budget and Jeff Bliss from LVH is here this evening to present the full Board a summary of the preliminary 2019 Budget.

Executive Director Jackson mentioned he, in consultation with Ms. Morris-Gill, thought it would be appropriate for the report be sent to the Finance Committee, but an overview of the proposed 2019 Budget should also be given to the entire Board, in order for them to understand the all of its components. He explained that he intends to make this presentation standard operating procedure in the future.

Chairman Edghill advised that before they continue, Ms. Morris-Gill gave them some excellent news in terms of the collection of the accounts from the tax sale and he felt they should pause and say thanks to her for the great job that work involved. Executive Director Jackson agreed that was no a small undertaking.

Mr. Jeff Bliss gave an overview before he offered a detailed Power Point presentation regarding the proposed 2019 Sewer and Solid Waste Budgets. He pointed out there are resolutions on this evening's agenda to approve the introduction of the 2019 Sewer and Solid Waste Budgets. According to Mr. Bliss, the sewer and solid waste rates will remain the same in 2019 as they are for 2018; there will not be any layoffs in the 2019 Budget and no cuts in services. Although there are some vacancies, the same number of positions that were in the 2018 Budget are budgeted for 2019.

After the presentation, Mr. Bliss described the procedure and process for receiving approval of the 2019 Sewer and Solid Waste Budgets from the State of New Jersey. Commissioner Bright asked for confirmation the solid waste rates are going to remain the same, and Mr. Bliss responded the rates in effect in 2018 will be the rates for solid waste services in 2019.

Ms. Morris-Gill thanked Mr. Bliss for his help with the Budget, and stated the intention in preparing the 2019 Budget was to maintain the same rates with no reduction in solid waste and sewer services, and personnel. Ms. Morris-Gill also thanked her staff as this was a hectic period for them with meeting the deadlines for the tax sale, quarterly billing, and the 2019 Budget. lastly, she thanked Executive Director Jackson for participating in every meeting and offering valuable input.

Both the Chairman and the Executive Director Jackson thanked the managers and staff, recognizing that it was a group effort.

- Personnel Committee

Executive Director Jackson reported the Personnel Committee met and went over several items. He said a highlight of the meeting was the Personnel Committee's authorization for him to advance the Employee Handbook, and there is also a resolution on this evening's agenda for approval by the Board. He said the two Personnel Committee members have a copy and they will make sure all Commissioners have a copy and a copy will also be given to each staff person, reflecting the changes that were made to the Handbook.

Executive Director Jackson reported the Committee talked at length about hiring a Chief Financial Officer, discussing the resumes and interviews that had taken place. He was very delighted and shared with the Personnel Committee that PMUA had over sixty applicants for the position; all were very quality individuals with great credentials. Final candidates were selected and interviewed by the Executive Director and Ms. Lana Carden. Ms. Morris-Gill was one of the four finalists interviewed and for the sake of transparent and unbiased process, she was asked the same questions and with the same vigor as the other candidates. Executive Director Jackson said with the recommendation and approval of the Personnel Committee, he is extremely delighted to recommend the hiring of Ms. Morris-Gill to be the next CFO of PMUA. She will serve with great distinction and he is happy to recommend her hiring on behalf of the Personnel Committee.

Executive Director Jackson advised he also made a recommendation that was accepted by the Personnel Committee to change the title to Deputy Director/Chief Financial Officer, effective tomorrow. Ms. Morris-Gill will join him in co-managing this organization. He believes that no single person should make all of the decisions. Ms. Morris-Gill has the aptitude and ability, and they will work cooperatively on all major issues. She will continue to perform her duties as Chief Financial Officer, but will also join him in managing the organization. The new title provides that, in the absence of the Executive Director, PMUA has a Deputy Director to act at all times on its behalf.

Executive Director Jackson also reported the change in the title for this position will result in it no longer being contractual, but rather as an employee at will of PMUA. He is delighted with the hire because Ms. Morris-Gill is the right person to help guide PMUA in the right direction.

Commissioner Bright inquired whether the change of the title and new job description will be placed in writing and distributed to all Commissioners for review. Executive Director Jackson responded he intends to provide that description to all Commissioners tomorrow.

Chairman Edghill thanked the Executive Director and the Committee for simplifying some issues the Board has faced in the past, including the continuation of management to make decisions and take appropriate action in the absence of the Executive Director. The Chairman noted that there are some substantial and productive changes to the operations of management of PMUA being made, and thanked the Personnel Committee for playing such a significant role in implementing those changes.

Executive Director Jackson reported the next item of discussion with the Personnel Committee concerned the hiring of the Accounts Manager, and he asked Ms. Lana Carden to present an overview of that process. Ms. Carden reported there were ninety-nine candidates for the position. Ms. Morris-Gill received approximately twenty from the Human Resources Department for screening, which she reduced to four. Each of the four candidates were interviewed and a selection was made, who Ms. Carden reported is worthy candidate with a strong financial background. As he is presently working in a similar industry, she expects it will be a smooth transition into the new position as a result of his relevant experience.

Chairman Edghill said the key word is transition, which is what the Board is looking for, and thanked Ms. Carden for her presentation.

Executive Director Jackson advised that concludes his report of the Personnel Committee.

- Buildings & Operations Committee

Executive Director Jackson reported the Buildings and Operation Committee met and discussed a substantial number of issues. He reported that he, Commissioner Robinson, Commissioner Estevez, staff and representatives of CME traveled to Manassas, Virginia to tour the Broad Run Construction Waste Recycling Facility. He said the trip was worth the full day of travel and attendance. It's one thing to see a blue print, but to go and see the actual facility, and observe people on the line moving the material, was well worth the lengthy trip. It gave them insight as to how to effectively manage such a large and vital operation, yet still remain profitable in todays' ever-changing recycling market.

He invited Commissioner Robinson and Commissioner Estevez to make comments. Commissioner Robinson responded the most important aspect of the trip was to learn how to efficiently process the materials, and sell the end product in order to establish a viable materials recovery facility.

Executive Director Jackson reported the Committee also discussed a trip to visit another recycling facility in Austin, Texas. Representatives from the Plexis Recycling Technology have offered to come to Plainfield to observe PMUA's solid waste and recycling operation in order to understand PMUA's waste profile, its diversion expectations, and its in-market strategies because those factors have a large impact on recycling revenues. It is anticipated that Plexis representatives will arrive in Plainfield in the early part of December, and the Executive Director will provide more information to the Commissioners in the first week in December.

Executive Director Jackson reported the three new sanitation trucks are here: two on the road and the third will be on the road in about a week. He thanked the staff for doing a phenomenal job for making this happen. He advised that concludes the report from the Buildings & Operations Committee.

VII. EXECUTIVE DIRECTOR'S REPORT

Executive Director Jackson advised he deferred Communications to this portion of the agenda because he had a very important piece of information he recently received. New Jersey Department of Environmental Protection ("NJDEP") sent a Notice of Violation, assessing penalties for issues at the Transfer Station. Executive Director Jackson reported it was a robust document that he summarized into five areas: (1) failure to identify and implement and evaluate BMPS to meet design discharge criteria and the inspection report is dated 2012 through February 2018; (2) failure to properly implement existing dirt and sediments control; inspection reports from 2012 through 2016; (3) failure to properly cover roll-off containers; inspection reports, same period, 2012 through 2016; (4) failure to conduct proper inspections; inspection reports 2012 through 2017; and (5) failure to monitor; inspection reports 2013 and 2014. These violations formed the basis for administrative penalties of $32,154. The administrative order afforded PMUA a right of appeal.

He immediately met with staff and asked CME Associates to prepare a comprehensive response to the Notice of Violations. The response and request for a hearing were filed with NJDEP and PMUA is awaiting a response from the NJDEP. Executive Director Jackson is of the opinion the majority of the violations cited have been corrected, but there are some aspects of PMUA's operations that are difficult to control. In the last six months, Larry Chambers and his staff have probably resolved 98% percent of these activities along with the engineers from CME. The Executive Director reasonably anticipates the penalties assessed were to get PMUA's attention, and it is likely that the amount will be reduced by as much as 50%.

Commissioner Graham-Lyons inquired if this was a second fine. Executive Director Jackson responded this is the first one to his knowledge. Ms. Morris-Gill advised PMUA recently had another violation in the amount of $6,000 that was settled for $3,000.

Commissioner Bright inquired whether these violations date back to 2012. Executive Director Jackson responded that some violations in NJDEP reports did occur in 2012, but that PMUA will argue simply because it was in the report doesn't mean it hasn't been corrected. A number of these things have actually been corrected and Mike Dziubeck of CME has included that position in the response document that was sent to NJDEP.

Commissioner Bright inquired if the onus is on the Authority to call them and have them come back and verify everything was abated. Executive Director Jackson responded PMUA is in the process of documenting all of the information that will be used as a defense to the penalties, and ensuring that when NJDEP returns to the Transfer Station, PMUA is in full compliance.

Alternate Commissioner Van Slyke inquired how often are the assessments are performed and how often does PMUA receive those assessments. Executive Director Jackson responded this is the first time one has come for these issues. Mr. Chambers responded the assessments occur randomly, without prior notice. He said the person from NJDEP he has worked with in the past resigned, but he would come approximately once a quarter. Mr. Chambers said he was given a checklist, and PMUA did what they were supposed to do to be in compliance. One of the items PMUA has a problem with is geese in the yard; they can't control that, but they did erect a fence around the pond to keep the geese out. As a result, the sample levels are getting better, but prior to the property housing the Transfer Station, it was a junkyard and there are contaminants that are hard to control.

Chairman Edghill advised they keep the Board apprised.

Executive Director Jackson advised under new business that he and Chairman Edghill had an opportunity to attend the Semi-Annual Bus Tour that took place on October 20, 2018. It was a great tour and he would recommend it to those who have not taken it. One of the rationales for participating was to make sure PMUA's informational materials and facilities were part of the tour. The Mayor and members of the City Council came out to greet the citizens who took the tour and the Executive Director distributed to those on the tour information about PMUA facilities and services.

Chairman Edghill added he saw the results of the tour in the Mayor's newsletter and noticed there was nothing in there regarding PMUA. He was proud to represent PMUA and used it as an opportunity to meet the citizens and explain the PMUA responsibilities. One participant challenged PMUA's rates but was satisfied once he was given an explanation of the services and bases for the rates. The Chairman had never been on the tour before and learned about places in Plainfield he didn't know existed.

Commissioner Bright inquired when they have the tour do they have hand-outs and, if so, are there any for PMUA. Executive Director Jackson responded they do; and there will be PMUA literature distributed now.

Executive Director Jackson asked Ron Madison, from Maser, to give an update on the Oakwood Place Sanitary Sewer Extension Project. Mr. Madison reported there was a meeting on October 22nd with the contractor, Black Rock Enterprises, LLC. All of the contracts were signed; they issued the notice to proceed on October 23rd. Black Rock did a great job of submitting all of their documentation, which were approved. They also received a required permit from the City despite miscommunication between the Mayor's office and the Department of Public Works, but last Friday the City was able to issue the permit for the road opening.

The project was bonded with PMUA and the milling of the street was completed on Monday. Mr. Madison reported there was an unmarked gas service that was interrupted during the drilling of one of the test borings. The gas company hadn't mark it, so the job was shut down, emergency vehicles came, and today they started with the connection on the existing manhole on Belvidere Avenue. There was one unsuspected storm sewer that was not identified at the outset of the project, but it was marked out, some field adjustments were made, and now everything is moving forward.

He said the contractor did a good job getting the material on site and working with property owners for access to their properties during the day. The City of Plainfield Police Department was on-site working within Belvidere Avenue, which had a little more traffic than Oakwood Place. Mr. Madison reported they are happy to have a professional contractor and are making good progress. The contractor submitted a construction schedule that ends the same day the contract ends. He expects things to go smoothly and may be finished before the contract end date. Mr. Madison plans to attend the December Board meeting and hopes to have another report.

Commissioner Graham-Lyons inquired whether anyone was evacuated when the gas line was discovered. Mr. Madison responded he was not on-site, but it is his understanding as soon as the lateral service was excavated, the City Fire Department and the gas company also responded. Mr. Madison also reported the construction observer who was on-site said there was a section of pipe that was quite old and may have been leaking for quite some time that was removed as part of the repair. It was an abandoned service lateral no longer in use.

Commissioner Bright inquired if that is going to result in additional costs to PMUA. Mr. Madison responded he didn't believe so because the contractor stopped working when the emergency vehicles came, but there were no claims about delays or any additional costs. He said it was made clear if any issues arose the contractor was to notify PMUA staff or Maser, and that no costs would be approved after the fact and there wasn't a claim filed at the time.

Executive Director Jackson continued with his report, addressing the scales at the Transfer Station that have been failing over the last several months. There is a resolution on the agenda tonight that will address the conversion from the digitol process to analog. He said the scale is the life line of the services at the Transfer Station, and he thanked Larry for making that happen.

Executive Director Jackson reported with regard to the Muhlenberg Development Project that they asked for some financial data. After a conversation with Mr. Madison, it was decided to continue to press until PMUA obtains all of the information it needs.

Executive Director Jackson reminded the Board about the League of Municipalities as well as AEA is confirmed; Ms. Hamlin will provide the schedules.

Executive Director Jackson reported there were two accidents that happened since the last Board Meeting. On October 10th there was an accident with one of the trucks at the Transfer Station. The operator parked the truck on the hill, thought he engaged the brake, and got out of the truck to speak to someone. The truck started to roll forward unoccupied down the hill and struck a parked pickup truck with two passengers inside. They refused medical attention after indicating they were shook up, but okay. Executive Director Jackson spoke to the individuals and the police did come to the scene. The accident is under investigation and the parked vehicle and fencing are going to be repaired with PMUA's insurance taking care of the fence. The Authority's vehicle was a packer.

A second accident happened on Wednesday, October 24th. That was a one-vehicle accident on the New Jersey Turnpike at exit 14, truck number 422T and trailer number T3. The truck and the cab turned on its side and spilled debris on the ramp. The driver was not seriously injured but was taken to the UMD Hospital in Newark for observation. The accident was under review by the New Jersey State Police and the New Jersey Turnpike Authority. Their conclusion was that the "driver operated the vehicle at an unsafe speed for weather conditions while negotiating a curve on an elevated roadway." Executive Director Jackson said the driver stated a wind gust took the truck as it was a windy day and the road condition was dry and stable. PMUA has a report from the New Jersey Turnpike Authority. To clean up the debris, right-side the truck, and to tow the truck will cost PMUA $32,149.

The truck turned over and came right to the edge of a concrete barrier with a hundred-foot drop. The good news is the driver is only bruised: he's currently out on workman's compensation and no one else was injured. PMUA will be submitting the bill to its insurance company. The Executive Director said PMUA preaches safety at all times and is investigating both accidents. At the conclusion of the investigations, those responsible will be held accountable. That concluded the Executive Director's report.

A. Attorney's Report

Mr. Conti advised he didn't have anything to report unless the Commissioners have questions about the contracts to be awarded that are on the agenda, and that should be done in closed session. If not, they should continue with the agenda.

Chairman Edghill asked if any Commissioners had questions regarding the contracts. Commissioner Graham-Lyons inquired Resolution No. 99-2018 going from digital to analog. Executive Director Jackson responded digitol not digital, moving to the analog really converts what is now a state-of-the-art system with a digitally isolated analog load cells that allows for faster and reliable diagnostic isolation where they can tell from a board which cell is malfunctioning and, thereby, making the system more efficient.

Mr. Chambers added that by using analog PMUA won't have to shut the entire scale operation down; it allows more flexibility by not disrupting operations during the repair.

Commissioner Bright inquired if the resolution passes, what is the start and end date. Mr. Chambers responded, it's a one-day process; Saturday afternoon and it would be ready for Monday.

Mr. Conti advised the Board it has been brought to his attention the minutes were not approved. Chairman Edghill advised they could approve the minutes at this point. Commissioner Robinson moved the minutes be approved with the corrections that were stated earlier in the agenda, seconded by Commissioner Graham-Lyons. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE **October 4, 2018 Committee Meeting and Executive Session; and October 9, 2018 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	

B. Administration

Mr. Conti presented **Resolution No. 93-2018, authorizing revisions to the Employee Handbook.** Commissioner Graham-Lyons moved Resolution No. 93-2018 be approved as read, seconded by Commissioner Robinson. The motion carried, on a roll-call vote, with five members in favor and none opposed.

<u>RECORDED VOTE</u> **Resolution #93-2018 Employee Handbook**

	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	

Mr. Conti presented **Resolution No. 94-2018, approving an official holiday schedule for the Authority for Calendar Year 2019.** Commissioner Graham-Lyons moved Resolution No. 94-2018 be accepted as read, seconded by Commissioner Robinson. The motion carried, on a roll-call vote, with five members in favor and none opposed.

<u>RECORDED VOTE</u> **Resolution #94-2018 CY 2019 Holiday Schedule**

	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	

C. Finance Report

Mr. Conti presented **Resolution No. 95-2018, authorizing payment of the bills list.** 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.

<u>RECORDED VOTE</u> **Resolution #95-2018 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> Pat Van Slyke				X	

Mr. Conti presented **Resolution No.96-2018, regarding the delayed introduction of the 2019 Budget.** Commissioner Graham-Lyons moved Resolution No. 96-2018 be accepted as read, seconded by Commissioner Robinson. The motion carried, on a roll-call vote, with five members in favor and none opposed.

<u>RECORDED VOTE</u> **Resolution #96-2018 Delayed Introduction of 2019 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				
<u>Alternate #1</u> Marleen Powell				X	
<u>Alternate #2</u> Pat Van Slyke				X	

Mr. Conti presented **Resolution No. 97-2018 for the Introduction of 2019 Sewer Budget.** 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 #97-2018 Introduction 2019 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. 98-2018 for the Introduction of 2019 Solid Waste Budget.** 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 #98-2018 Introduction of 2019 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. 99-2018, authorizing the award and execution of a contract with Gerhart Scale Corporation for the provision of services for the conversion of the scales at the Transfer Station.** Commissioner Bright moved to accept Resolution No. 99-2018 as read, seconded by Commissioner Estevez. The motion carried, on a roll-call vote, with five members in favor and none opposed.

RECORDED VOTE **Resolution #99-2018 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				
Alternate #1 Marleen Powell				X	
Alternate #2 Pat Van Slyke				X	

Mr. Conti presented **Resolution No. 100, awarding a contract for the provision of automotive gasoline and diesel fuel services to Cheap Gas.Com.** 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 #100-2018 Contract Awarded to Cheap Gas.Com**

	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. 101-2018, awarding a contract for the provision of tire purchase services to Barnwell House of Tires, Fairfield, N.J.** 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 #101-2018 Barnwell House of Tires**

	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	

VIII. `UNFINISHED BUSINESS

None.

IX. NEW BUSINESS

None.

X. PUBLIC HEARING

Chairman Edghill advised this is the Public Hearing portion of the meeting. Anyone wishing to address the Board, please stand, give your name and address and you will have three minutes to do so. Seeing none, Chairman Edghill closed the Public Hearing portion of the meeting, and entertained a motion to adjourn; Commissioner Graham-Lyons so moved, seconded by Commissioner Estevez and unanimously approved by the Board to adjourn at 7:32 p.m.

Recorded by:
Roslyn Mathis, Recording Secretary

Commissioner Robin C. Bright
Board Secretary

SEAL