

JACKSON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
OPEN MINUTES
July 27, 2017
5:30 PM

The Public Meeting of July 27, 2017 was called to order by William Allmann, Chairman

PLEDGE OF ALLEGIANCE – Chairman Allmann led the Commissioners in the Pledge of Allegiance

The Open Public Meetings Act notice was read into the record by Joan Haltigan, Executive Assistant.

ROLL CALL OF THE BOARD OF COMMISSIONERS:

William Allmann, Chairman	Present
Carol Blake, Secretary	Present
Geneva Clayton, Asst. Secretary/Treasurer	Present
Clara Glory, Treasurer	Present
Vicki Rickabaugh, Vice-Chairwoman	Present
Todd Porter, Alternate	Present

PROFESSIONALS:

Attorney – Michael McKenna, Esq.	Present
Consulting Engineer – Alan Dittenhofer, PE	Present

AUTHORITY STAFF:

David Harpell, Executive Director	Present
James Diaz, Asst. Executive Director/Director of Finance	Present
Earl Quijano, Principal Engineer	Present
Joan Haltigan, Executive Assistant	Present

Approval of the Minutes of the Open Session Public Meeting of June 22, 2017

Moved: Commissioner Glory
Second: Commissioner Blake
Vote: Unanimous
Abstain: Commissioner Rickabaugh

Approval of the Minutes of the Closed Session Public Meeting of June 22, 2017

Moved: Commissioner Glory
Second: Commissioner Clayton
Vote: Unanimous
Abstain: Commissioner Rickabaugh

QUESTIONS/COMMENTS FROM THE PUBLIC:

At this time, Chairman Allmann closed the public portion of the meeting noting he would reopen it if needed.

REPORTS:

EXECUTIVE DIRECTOR'S REPORT:

Mr. Harpell reviewed the following items from the Executive Director's report.

SIX FLAGS GREAT ADVENTURE - The NJDEP issued the Environmental Decision Document for the Six Flags Great Adventure (SFGA) Water Treatment Plant Replacement and the Western Water Main Extension projects. The easements have also been executed and recorded and the Authority can go out to bid in approximately thirty (30) days.

ST. BALDRICK'S SHAVE OFF CHALLENGE - If there is no objection from the Board, the Authority would like to host another event with St. Baldrick's and the date has been tentatively scheduled for September 12th. The Authority will continue to look for more sponsors.

KM CONSTRUCTION – The Authority has been working with Mr. McKenna, Esq. to resolve this issue and it appears that we have finally come to a resolution. Selective Insurance Company of America (Selective) has agreed to provide a replacement contractor but the bids came in approximately \$1,000,000.00 more than the remaining budget. Selective alleged that there were delays in the Authority's termination of KM and Selective asked the Authority to pay approximately \$500,000.00. After extensive negotiations, the Authority's contribution is now reduced to \$125,000.00, which will actually be closer to \$75,000.00 because there are alternate bid items included in this figure which will probably not be used. The Authority should receive a revised agreement tomorrow and if the Board authorizes the Tender and Release Agreement with Selective and Eagle this evening, we should be able to move ahead on the project soon. Chairman Allmann noted the Authority's staff and legal counsel did a great job handling this matter.

ENGINEERING COMMITTEE REPORT:

Mr. Quijano discussed the following action item from the Engineering Report.

RESOLUTION AUTHORIZING FINAL QUANTITIES CHANGE ORDER NO. 1 AND THE CLOSEOUT OF REHABILITATION OF WELL NO. 13, CONTRACT NO. CT-17023, WITH LAYNE CHRISTENSEN COMPANY, IN THE DECREASED AMOUNT OF <\$1,150.00> - The contract documents have been reviewed and found to be in compliance with Contract Specifications and General Conditions. The Final Quantities Change Order in the decreased amount of <\$1,150.00> will reduce the original contract amount of \$134,650.00 to a final contract amount of \$133,500.00. The Authority is also requesting approval on a simultaneous closeout of the project this evening. The contractor has fulfilled their contractual obligations and has submitted the required contract closeout documents for the referenced project.

CONSULTING ENGINEER'S REPORT:

On behalf of Remington, Vernick & Vena Engineers, Mr. Alan Dittenhofer reported that there are no developer projects this evening and discussed the following Authority approval:

RESOLUTION AUTHORIZING THE REDUCTION OF SEWER AND WATER PERFORMANCE BONDS FOR JRJ PROPERTIES, CLASSICS AT ROYAL GROVE (f/k/a MEGAN'S RUN), BLOCK 16001, LOT 3 (f/k/a BLOCK 40.68, LOT 58) –

Remington Vernick & Vena recommended a 70% performance bond reduction for water and sewer in a July 17, 2017 letter to the Board. It was noted that this authorization is on this evening's agenda under Resolution No. 2017-74.

PUBLIC RELATIONS COMMITTEE REPORT:

The Public Relations Committee will meet later his evening.

ADMINISTRATIVE COMMITTEE REPORT:

None

ASSISTANT EXECUTIVE DIRECTOR/DIRECTOR OF FINANCE REPORT:

Mr. Diaz discussed the following from the Assistant Executive Director/Director of Finance report.

FINANCE COMMITTEE REPORT:

BILL LIST - \$1,238,146.51 to be drawn from the following funds:

- | | | | |
|-------------------------|------|--------------|-----------------------|
| 1. Capital Reserve Fund | - \$ | 85,380.76 | (Capital Projects) |
| 2. Escrow Funds | - \$ | 10,397.37 | (Developer Work) |
| 3. Maple Glen Fund | - \$ | 10,481.60 | (Maple Glen Projects) |
| 4. Revenue General Fund | - \$ | 1,131,886.78 | (Operating Expenses) |

The operating expense includes \$200,000.00 for funding the payroll account and \$703,612.50 for OCUA's 3rd quarter 2017 installment.

RESOLUTION AUTHORIZING THE AWARD TO FURNISH SANITARY MANHOLE FRAMES AND COVERS, CONTRACT CT-17066, TO ATLANTIC PLUMBING SUPPLY CORPORATION, IN AN AMOUNT NOT TO EXCEED 19,025.00. – Mr. Diaz

noted that the Authority previously went out to bid for Sanitary Manhole Frames and Covers and the next item that will be discussed for Valve Boxes, Risers, Lids and Protection Boxes, as one bid, with no response. The Authority re-advertised and solicited bids separately and one bid was received from Atlantic Plumbing Supply Corporation, Contract CT-17066, in the total amount of \$19,025.00. It was noted that a bid was required due to the quantity needed and these items are needed for sewer service repairs related to the County and Township paving projects. The Finance Committee has reviewed and is recommending approval this evening.

RESOLUTION AUTHORIZING THE AWARD TO FURNISH VALVE BOXES, RISERS, LIDS AND PROTECTION BOXES, CONTRACT CT-17067, TO ATLANTIC PLUMBING SUPPLY CORPORATION, IN AN AMOUNT NOT TO EXCEED \$8,778.40

- The Authority also re-advertised and solicited bids for valve boxes, risers and lids in various sizes for sewer and water service repairs related to the County and Township paving projects. Noted again, this is also a second bid for these items and the Authority received two responses ranging in amounts of \$8,778.40 to \$9,935.25. The Authority will request authorization to award to Atlantic Plumbing Supply Corporation, Contract CT-17067, in an amount not to exceed \$8,778.40. The Finance Committee has reviewed and is recommending approval this evening.

HURRICANE SANDY FEMA UPDATE – As previously discussed, back in April it was reported that FEMA has afforded the Authority additional funds of \$46,184.59 related to Hurricane Sandy. A check was received in the amount of \$41,566.13 on June 28th representing Ninety Percent (90%) of the approved funds. The check further represents final payment and closure of the Authority’s Hurricane Sandy FEMA application. It was noted that other than a few mitigation projects, all FEMA issues have been resolved.

PERSONNEL REPORT:

PROMOTIONS – There are three (3) promotions on the agenda this evening for Mr. Jeffrey Goff, Mr. Daniel Ericksen and Mr. Ryan Haviland who currently hold the Civil Service Commission (CSC) title of Laborer 1. All employees are being recommended by their Supervisor for a promotion to the CSC title of Water Repairer 1. They are doing a good job in Operations and have been with the Authority for over a year. It was noted that each employee has gone for their T-1 License, including coursework and testing and are waiting for results. It was further noted that obtaining these licenses is a benefit to both the Employee and the Authority.

The Personnel Committee has reviewed all three promotions and is recommending approval.

CONSENT RESOLUTIONS:

2017-71 Resolution Authorizing Cash Management Report for May 2017

2017-72 Resolution Authorizing Cash Management for June 2017

Moved: Commissioner Clayton

Second: Commissioner Blake

Vote: Unanimous

Abstain: None

RESOLUTIONS OFFERED:

2017-73 Resolution Authorizing Payment of Vouchers, Deposit Refunds and Payroll for July 2017

Moved: Commissioner Blake

Second: Commissioner Clayton

Vote: Unanimous

Abstain: Commissioner Glory abstained on checks #3205 and #3213 and Commissioner Rickabaugh abstained on check #23633

2017-74 Resolution Authorizing the Reduction of Sewer and Water Performance Bonds for JRJ Properties, Classics at Royal Grove (f/k/a Megan’s Run), Block 16001, Lot 3 (f/k/a Block 40.68, Lot 58)

Moved: Commissioner Glory

Second: Commissioner Rickabaugh

Vote: Unanimous

Abstain: Chairman Allmann

2017-75 Resolution Authorizing Final Quantities Change Order No. 1 and the Closeout of Rehabilitation of Well No. 13, Contract No. CT-17023, with Layne Christensen Company, in the Decreased Amount of <\$1,150.00>

Moved: Commissioner Clayton
 Second: Commissioner Glory
 Vote: Unanimous
 Abstain: None

2017-76 Resolution Authorizing Award to Furnish Sanitary Manhole Frames and Covers, Contract CT-17066, to Atlantic Plumbing Supply Corporation, in an Amount Not to Exceed \$19,025.00

Moved: Commissioner Blake
 Second: Commissioner Rickabaugh
 Vote: Unanimous
 Abstain: None

2017-77 Resolution Authorizing Award to Furnish Valve Boxes, Risers, Lids and Protection Boxes, Contract CT-17067, to Atlantic Plumbing Supply Corporation, in an Amount Not to Exceed \$8,778.40

Moved: Commissioner Rickabaugh
 Second: Commissioner Glory
 Vote: Unanimous
 Abstain: None

2017-78 Resolution Authorizing the Promotion of Daniel Ericksen to the Civil Service Title of Water Repairer 1

Moved: Commissioner Clayton
 Second: Commissioner Rickabaugh
 Vote: Unanimous
 Abstain: None

2017-79 Resolution Authorizing the Promotion of Jeffrey Goff to the Civil Service Title of Water Repairer 1

Moved: Commissioner Rickabaugh
 Second: Commissioner Clayton
 Vote: Unanimous
 Abstain: None

2017-80 Resolution Authorizing the Promotion of Ryan Haviland to the Civil Service Title of Water Repairer 1

Moved: Commissioner Clayton
 Second: Commissioner Blake
 Vote: Unanimous
 Abstain: None

2017-81 Resolution Authorizing a Tender and Release Agreement with Selective Insurance Company of America and Eagle Construction Services, Inc.

Moved: Commissioner Blake
Second: Commissioner Rickabaugh
Vote: Unanimous
Abstain: None

There was no closed session

Chairman Allmann noted that the next public meeting will take place August 24, 2017.

OTHER MATTERS:

With no further matters to discuss, Commissioner Rickabaugh made a motion to adjourn. Commissioner Clayton seconded the motion and it was passed unanimously. Chairman Allmann declared the July 27, 2017 Public Meeting adjourned.

End of Minutes