

**JERSEY CITY MUNICIPAL UTILITIES AUTHORITY  
MINUTES OF THE BOARD OF COMMISSIONERS MEETING  
AUGUST 23, 2018**

**CALL TO ORDER** – 5:02 p.m.

In compliance with the Sunshine Laws, Chairwoman Hulings ordered and directed that a Public Notice of a Public Meeting of the Jersey City Municipal Utilities Authority be posted in the main lobby of the Jersey City Municipal Utilities Authority Administration Building and that a copy of the notice be sent to The Jersey Journal, The Star Ledger and the City Clerk.

**ROLL CALL OF MEMBERS PRESENT:**

Commissioner, Thomas M. Gibbons  
Commissioner, Vincent N. Mastria  
Commissioner, Jeannine Zampella  
First Alternate Commissioner, Maureen Nally  
Second Alternate Commissioner, Kathleen Hartye

**ABSENT:**

Chairwoman, Maureen Hulings

**ALSO PRESENT:**

Jeremy Farrell, Executive Director  
Richard Haytas, PE, Senior Engineer/Infrastructure Maintenance Supervisor  
Judy Rybka, Recording Secretary  
Kevin Conte, Esquire, DeCotiis, FitzPatrick & Cole, LLP  
John D. Folk, CPA, Director of Finance  
Rajiv Prakash, P.E., Engineering Department  
Joseph Coviello, Director of Public Affairs  
Krystyna Pawlowska, Administrative Assistant  
John Hroncich, Suez Water Environmental Services, Inc.  
Dennis Davis, Suez Water Environmental Services, Inc.  
Edward Traina, PE, CME Associates  
Michael McClelland, PE, PP, CME Associates

**FLAG SALUTE**

**PUBLIC COMMENT** – No Public Comment

**APPROVAL OF MINUTES**

Approval of minutes of the July 26, 2018 Commissioners meeting

Motioned to approve by Commissioner Nally

Seconded by Commissioner Gibbons

Roll call vote: Commissioner Gibbons	Aye
Commissioner Mastria	Aye
Commissioner Zampella	Aye
Commissioner Nally	Aye

**RESOLUTIONS – CONSENT AGENDA**

**Resolution 8/18/1** authorizing transfer of funds for sewer operations

**Resolution 8/18/2** authorizing payments of audited claims for sewer operations

**Resolution 8/18/3** authorizing transfer of funds and payments of audited claims for water operations

**Resolution 8/18/4** authorizing cash disbursements

**Resolution 8/18/5** authorizing payments from the capital improvement, project and note funds

**Resolution 8/18/6** extending contract for the provision of repair services and parts for truck mounted Stetco 0950T combination sewer cleaning machines and associated equipment for one (1) year pursuant to and in accordance with the Local Public Contracts Law, JCMUA contract number RSCSM-2016-20

**Resolution 8/18/7** awarding contract extension pursuant to and in accordance with the Local Public Contracts Law for the provision of providing vehicle collision repairs, JCMUA contract number VCR-2015-13

Commissioner Gibbons asked the rate of collisions per vehicle.

Mr. Farrell replied, “Data is available on this topic. There was one meaningful collision in a commercial area involving an illegally parked car.” There is no large collision issue.

Commissioner Gibbons suggested involving the Health/Safety Officer in establishing a zero collision initiative.

Mr. Farrell agreed with the suggestion and indicated it will be a priority.

**Resolution 8/18/8** awarding contract for provision of infrared asphalt paving services for resurfacing streets at various locations throughout the City of Jersey City; JCMUA contract number IAPS-2018-35

**Resolution 8/18/9** authorizing public sale of surplus vehicles

**Resolution 8/18/10** authorizing change order number 6 for final quantities and closeout of contract for 30 inch and 24 inch water main installation – Phase I of the City of Jersey City water infrastructure system project; JCMUA contract number A130-2016-35-PHASE 1

**Resolution 8/18/11** authorizing change order number 2 for MMREF expenditure for the replacement of the water main in Alan Terrace

**Resolution 8/18/12** authorizing MMREF expenditure for leak detection survey of the water mains in Jersey City

**Resolution 8/18/13** authorizing MMREF expenditure for emergency repairs to 20 inch water main at Mall Drive West and Sixth Street

**Resolution 8/18/14** authorizing amendment to contract for professional engineering services with Maser Consulting for Phases 3 and 4 water main replacement

**Resolution 8/18/16** authorizing the purchase of two-way radio equipment and associated hardware through the New Jersey State Cooperative Purchasing Program

**Resolution 8/18/17** authorizing MMREF expenditure for repairs to the traveling screens at the Boonton Water Treatment Plant

**Resolution 8/18/18** authorizing the award of a contract for consulting engineering services to Remington and Vernick Engineers for design, bid, construction administration and inspection for Phase 7A water and sewer main rehabilitation

**Resolution 8/18/19** authorizing the award of a contract for General Counsel services

Commissioner Gibbons noted that one response only was received and asked if this is typical.

Mr. Farrell replied, “Yes, it’s typical.” In order to receive additional responses, the rate would need to be increased.

**Resolution 8/18/20** authorizing the rejection of bids for the provision of 2018 4X4 crew cab utility trucks with crane and associated equipment; JCMUA contract number UT-2018-32

**Resolution 8/18/21** authorizing an agreement by and among the City of Jersey City, the Passaic Valley Sewerage Commission and the Jersey City Municipal Utilities Authority for the provision of services related to a green infrastructure demonstration project

Commissioner Gibbons noted this is a good example of collaboration. PVSC will fund this project aimed at reducing CFO’s and flooding.

Mr. Farrell added the JCMUA will profile this on its website, through tweets, etc.

**Resolution 8/18/22** authorizing an amendment to the contract with CME Associates for consulting engineering services

Motioned to approve by Commissioner Gibbons

Seconded by Commissioner Mastria

Roll Call Vote:	Commissioner Gibbons	Aye
	Commissioner Mastria	Aye
	Commissioner Zampella	Aye
	Commissioner Nally	Aye

**RESOLUTIONS – DEFERRED**

**Resolution 8/18/15** authorizing the award of a contract for engineering consulting services to CME Associates for design, bid, construction administration and inspection for Phase 5B water and sewer main rehabilitation

Commissioner Gibbons noted CME was not the low bidder but provided a more “appropriate” estimate on number of hours. (The low bid included fewer hours.) In the interest of fairness, he recommended future RFP packages contain an estimate of hours.

Mr. Farrell explained that how hours are worked out and per hour rates will be reviewed. He noted the MUA has a “very strict” change order policy.

Mr. Haytas added that CME is working on two other large projects involving the consent decree.

Commissioner Mastria asked if the MUA has a system for rating contractors.

M. Farrell explained the Authority follows State guidance. Most engineers are very comparable. Some specialize in certain areas but all are competent.

Motioned to approve by Commissioner Gibbons

Seconded by Commissioner Mastria

Roll call vote: Commissioner Gibbons	Aye
Commissioner Mastria	Aye
Commissioner Zampella	Aye
Commissioner Nally	Aye

**COMMUNICATIONS** – No Communications

**EXECUTIVE DIRECTOR REPORT** – Mr. Farrell reported on the following:

1. BBQ – Mr. Farrell thanked everyone for attending the BBQ held earlier this month and noted it was helpful to morale. The BBQ will become an annual tradition.
2. Communications Tools – The new communications tools are “taking hold,” and it’s time to begin planning Phase 2. Suggestions/recommendations for enhancing/improving the MUA’s image can be given to Mr. Farrell, Mr. Coviello and Ms. Kelly. A report on the survey feedback will be available shortly.

Commissioner Zampella asked if the MUA has a representative at the City’s town hall meetings.

Per Mr. Farrell, Mr. Haytas attended a meeting last night, and someone from JCMUA will attend meetings at the request of the Mayor.

3. Flaggers – Final steps of the flag personnel program is underway. Thirty flaggers are in training and an overall manager and assistant have been hired. A retired Jersey City police officer will also be hired. It is hoped the flagger program will be rolled out in September. Mr. Farrell requested feedback.
4. Added Value Opportunities – Mr. Farrell discussed opportunities to add value to what the MUA does (education, employment and environmental opportunities) and how this could positively impact residents’ perception of the Authority. The MUA is moving forward

with City Council to co-guarantee a debt offering. This matter was pulled from the last City Council meeting because there were additional questions. Mr. Farrell advised that approximately \$550 million will be spent over next five to six years.

5. COLA – Employees are “very grateful” for the Board approved COLA for administrative employees.

Following the Executive Director’s report, Commissioner Gibbons discussed the Open Space Institute’s study concerning public access to the Reservoir and noted Suez was also involved. A circular will be distributed to the JCMUA for review.

Mr. Farrell advised he has not yet received the circular. The public access program will take some time to work out and must be coordinated with other projects scheduled for the Reservoir; there is much to do there. Suez and all parties should be involved in determining what can/cannot be done at the Reservoir.

Commissioner Gibbons discussed funding for a water shed and noted it could benefit Jersey City.

Mr. Farrell thanked Commissioner Gibbons for his assistance with/commitment to this project

**COMMITTEE REPORTS** – Commissioner Gibbons reported on the following:

Municipal Action Team – Moving forward with community outreach/engagement was discussed at the last MAT meeting.

Building/Relocation Committee met before this evening’s meeting. An RFQ for architectural services was sent out yesterday. Twelve responses have been received. Deadline for responding is September 11, 2018. It is hoped a contract can be awarded by the September 27 Commissioners meeting.

**GENERAL COUNSEL REPORT** - No Report

**ITEMS OF UNFINISHED BUSINESS** – No Unfinished Business

**ITEMS OF NEW BUSINESS** – No New Business

**EXECUTIVE SESSION** – No Executive Session

Prior to adjournment Commissioner Zampella commented on the recent rain and asked about the water level at the Reservoir.

Mr. Hroncich replied, "It's spilling over the top; there's plenty of water."

**ADJOURNMENT**

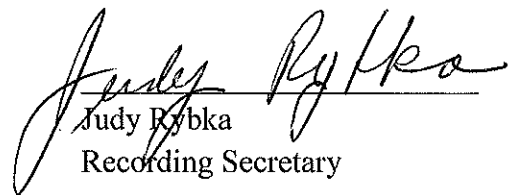
The meeting adjourned at 5:25 p.m.

Motioned by Commissioner Nally

Seconded by Commissioner Gibbons

Unanimously approved by all Commissioners present.

Respectfully submitted,

  
Judy Rybka  
Recording Secretary