

**JERSEY CITY MUNICIPAL UTILITIES AUTHORITY  
MINUTES OF THE BOARD OF COMMISSIONERS MEETING  
DECEMBER 27, 2018**

**CALL TO ORDER** – 5:05 p.m.

In compliance with the New Jersey Open Public Meeting Act, Chairwoman Hulings called the meeting to order and requested the Statement of Compliance with the notice requirements of the Open Public Meeting Act be read into the minutes of the meeting.

**ROLL CALL OF MEMBERS PRESENT:**

Chairwoman, Maureen Hulings  
Commissioner, Thomas M. Gibbons  
Commissioner, Vincent N. Mastria  
Commissioner, Maureen Nally  
First Alternate Commissioner, Rahat A. Chatha

**ABSENT:**

Vice Chairwoman, Jeannine Zampella  
Second Alternate Commissioner, Kathleen Hartye

**ALSO PRESENT:**

Joseph Coviello, Acting Executive Director  
Judy Rybka, Recording Secretary  
Kevin Conti, Esquire, DeCotiis, FitzPatrick, Cole & Giblin LLP  
Richard Haytas, PE, Senior Engineer/Infrastructure Maintenance Supervisor  
John D. Folk, CPA, Director of Finance  
Rajiv Prakash, P.E., Engineering Department  
Elmer Andal, Director of Operations  
Ed Conti, Director of Compliance  
Edward Traina, PE, CME Associates  
Michael McClelland, PE, PP, CME Associates  
Behram Turan, PE, LSRP, CME Associates  
John Hroncich, Suez Water Environmental Services, Inc.

**FLAG SALUTE**

**PUBLIC COMMENT** – No Public Comment

**APPROVAL OF MINUTES**

Approval of minutes of the November 27, 2018 Commissioners Meeting

Motioned to approve by Commissioner Gibbons

Seconded by Commissioner Nally

Roll call vote: Commissioner Gibbons      Aye

                  Commissioner Mastria      Aye

                  Commissioner Nally      Aye

                  Chairwoman Hulings      Aye

**CONSENT AGENDA**

**Resolution 12/18/1** authorizing transfer of funds for sewer operations

**Resolution 12/18/4** authorizing cash disbursements

**Resolution 12/18/5** authorizing payments from the capital improvement, project and note funds

**Resolution 12/18/7** authorizing the appointment of a Public Agency Compliance Officer

**Resolution 12/18/8** authorizing the award of a contract for professional engineering services to CME Associates for the provision of environmental engineering and LSRP services for the proposed new Administration Building and maintenance facility

**Resolution 12/18/10** authorizing the declaration of an emergency for the replacement of the combined sewer on Grand Street between Bates Street and Monmouth Street and awarding of a contract to Montana Construction Company

**Resolution 12/18/11** authorizing Suez Water Jersey City to retain Gea Westfalia for MMREF expenditure for emergency repairs to centrifuge at the water treatment plant

**Resolution 12/18/15** approving property, casualty, auto, excess liability and public officials liability insurance coverages

**Resolution 12/18/16** authorizing Suez Water Jersey to retain Shauger Property Services for MMREF expenditure for cut and cap of transmission water mains near reservoir number 3

**Resolution 12/18/17** authorizing the declaration of n emergency for the replacement of the combined sewer on Grand Street and Jersey Avenue (833 Grand Street) and awarding of a contract to Shauger Property Services

**Resolution 12/18/18** rejecting bid and authorizing re-bid for the provision of repair services and parts for raw sewage motors, pumps and variable frequency drives, control panels and associated equipment

**Resolution 12/18/19** authorizing the mutual termination of the water rights purchase agreement with the Morris County Municipal Utilities Authority

**Resolution 12/18/20** authorizing the declaration that an emergency condition existed at 32 Clarke Avenue and authorizing the award of contracts to Shauger Property Services, William J. Guarini Plumbing, Inc. and Gemini Restoration, Inc.

**Resolution 12/18/21** authorizing the award of a contract to CME Associates for consulting engineering services

**Resolution 12/18/22** authorizing the qualification of firms and award of contracts to Florio & Kenny, LLP and McAndrew and Vuotto, LLC for special/conflict counsel services

**Resolution 12/18/23** authorizing employee benefits for health, dental, life and prescription insurance to State Health Benefits Plan, Horizon Blue Cross & Blue Shield and MetLife

**Resolution 12/18/25** authorizing the award of a contract for insurance consulting services to Scirocco Group/Brown and Brown Metro, Inc.

Motioned to approve by Commissioner Mastria

Seconded by Commissioner Gibbons

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

**OTHER RESOLUTIONS CONSIDERED INDIVIDUALLY**

**Resolution 12/18/2** authorizing payments of audited claims for sewer operations

Commissioner Gibbons referred to a charge on Page 3 of the Purchase Order listing concerning the East Side plant and asked, “Wasn’t this property sold to the City?”

Mr. Coviello explained the plant is still there and operations continue. The remainder of the property was sold.

Motioned to approve by Commissioner Gibbons

Seconded by Commissioner Mastria

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

**Resolution 12/18/3** authorizing transfer of funds and payments of audited claims for water operations

Commissioner Gibbons referred to Page 1 of the Purchase Order listing and questioned two charges concerning security and surveying at Boonton.

Mr. McClelland recalled the Board authorized the survey work (CME charge) dealing with developer encroachment some time last year.

Mr. Folk explained the T&M Associates charge deals with security improvements (lights, cameras, wire security) required by NJDEP.

Motioned to approve by Commissioner Gibbons

Seconded by Commissioner Mastria

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

**Resolution 12/18/6** authorizing the declaration of an emergency for the replacement of the combined sewer on Grand Street and Monmouth Street and awarding a contract to Shauger Property Services

Commissioner Gibbons discussed being more proactive and avoidance of emergency declarations.

Mr. Coviello explained if the situation poses imminent danger to City residents an emergency will be declared; otherwise, work is scheduled. There was imminent danger (possibility of cave in) evidenced through video.

Commissioner Gibbons asked, "How long will it take?"

Mr. Haytas explained that, depending on weather, it could possibly take another week. The area is difficult to work in due to the proximity of the hospital and school. The sewer is in poor condition and may be replaced next year. One repair was the result of contractors working for the developer. JCMUA performed the repair and was reimbursed by the developer. Another repair began today.

Motioned to approve by Commissioner Gibbons  
Seconded by Commissioner Mastria

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

**Resolution 12/18/9** authorizing execution of storm water quality structure maintenance and operation agreement with LHN Owner Urban Renewal, Inc.

Commissioner Gibbons asked about the five year term.

Mr. Coviello explained this has been done “all along,” but no agreement was in place. The matter will be reviewed in five years based on needs. “This will memorialize it.”

Commissioner Gibbons asked about renewal opportunity after five years.

Mr. Conti advised the agreement automatically terminates in five years.

Commissioner Gibbons asked if there had been any discussions concerning green infrastructure.

Mr. Prakash replied, “I don’t think so.”

Mr. Haytas added this was before the push on green infrastructure.

Motioned to approve by Commissioner Gibbons  
Seconded by Commissioner Mastria

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

**Resolution 12/18/12** authorizing application for loan from the New Jersey Environmental Infrastructure Trust for the Burma Road area water system improvements project; project number 0906001-009

Commissioner Gibbons asked for additional detail.

Mr. Coviello explained there is a limit on what is being done in the Burma Road area (valve only), and added that most of the work is on Caven Point Road.

Motioned to approve by Commissioner Gibbons

Seconded by Commissioner Mastria

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

**Resolution 12/18/13** authorizing a Memorandum of Understanding between the City of Jersey City, the Jersey City Municipal Utilities Authority and PPG Industries, Inc. regarding the Carteret Avenue environmental remediation

**Resolution 12/18/14** authorizing a Hold Harmless and Indemnification Agreement between the Jersey City Municipal Utilities Authority and PPG Industries, Inc./Entact, LLC regarding the Carteret Avenue environmental remediation in the vicinity of 96 inch steel combined sewer main

Commissioner Gibbons noted the Memorandum of Understanding in Resolution 12/18/13 and the Hold Harmless and Indemnification Agreement in Resolution 12/18/14 were not included/attached to the Resolutions. He recommended Resolution 12/18/13 and Resolution 12/18/14 be deferred.

Mr. Coviello explained the City is waiting for approval of these Resolutions.

Mr. Conti recommended a special meeting be scheduled on Thursday or Friday of next week. Public notice can take place on December 31, 2018.

Resolution 12/18/13 and Resolution 12/18/14 will be deferred until Friday, January 4, 2019. A special meeting will be scheduled for January 4, 2019 at 12 noon in the JCMUA Administration Building.

Motioned to approve deferral until January 4, 2019 of Resolution 12/18/13 and Resolution 12/18/14 by Commissioner Gibbons

Seconded by Commissioner Mastria  
Roll call vote: Commissioner Gibbons      Aye  
                         Commissioner Mastria      Aye  
                         Commissioner Nally      Aye  
                         Commissioner Hulings      Aye

**Resolution 12/18/24** authorizing execution of an Insurance Indemnity and Hold Harmless Agreement between the Jersey City Municipal Utilities Authority and PH Urban Renewal, LLC

Commissioner Gibbon asked if this was a separate or combined sewer and if it is still JCMUA's policy to separate sewers.

Per Mr. Haytas, it is the JCMUA's policy to separate sewers. Combined sewers are replaced only when there is no alternate way to separate, and in this case only three buildings are involved.

Motioned to approve by Commissioner Gibbons  
Seconded by Commissioner Mastria  
Roll call vote: Commissioner Gibbons      Aye  
                         Commissioner Mastria      Aye  
                         Commissioner Nally  
                         Commissioner Hulings      Aye

**COMMUNICATIONS** – No Communications

**EXECUIVE DIRECTOR REPORT** – Mr. Coviello reported on the following:

1. Policy Manual – JCMUA's policy manual will be revised by an outside vendor who will also provide employee training. Employees will be trained on safe working environment and will be knowledgeable in all areas of safety in the workplace.
2. Public Information – JCMUA is working with PSE&G to receive its email list so that information concerning work areas and traffic conditions can be disseminated through email blast. Per Commissioner Zampella's suggestion, a map is now on JCMUA's website regarding current projects. Residents and others can see where work is being done, traffic conditions and what the project will accomplish. A more hi-tech map is the goal for the future.

Commissioner Gibbons asked about plans for public outreach

Mr. Coviello explained work is presently underway way on this and additional email blasts will be coming out. A blast was done today with information concerning winter weather.

Mr. Coviello also discussed progress on the change order metric, and advised the Director of Compliance is working with software companies on this project.

3. Employee Spread Sheet – a review of projects the employees “in the back” are working on and their progress was conducted this month. Each month a report/spread sheet will be created to monitor progress, and the information will be given to the Board of Commissioners.
4. Winter Weather – Mr. Coviello asked everyone to be mindful of winter weather conditions and the potential for water main breaks. The sooner JCMUA is aware of certain conditions the sooner repairs can be made.

Commissioner Nally noted JCMUA used the public information system to wish City residents a happy holiday season and inform them that work would be suspended for the holidays.

Commissioner Gibbons discussed a report from Ward D concerning the Authority’s assistance with lead and the water supply in City schools.

Mr. Coviello noted the inspection report is not yet complete, but it is hoped it will be available for the next Commissioners meeting.

Commissioner Gibbons asked about the progress of open space funding.

Per Mr. Coviello, the finance approval procedure and legal work are underway. Hopefully the process will be completed by next month.

Commissioner Gibbons discussed the long term control plan update and making information available on the website.

Mr. Coviello advised Ms. Kelly is working with City Hall and other groups concerning dates. Coordination with various groups can sometimes be challenging, but it is hoped dates can be locked in for February/March 2019.

Commissioner Gibbons asked about a complaint received concerning trace dye.



Mr. Coviello explained the matter was investigated and the employee(s) and witness(s) were interviewed. Design for door hangers to disseminate information to City residents is in final stages. Per Mr. Coviello, JCMUA wants everyone to know it takes these matters seriously and it is proud of the work it does.

5. Letter from Resident – Mr. Coviello read aloud a letter from a City resident to him and the Mayor complimenting JCMUA, and expressing appreciation for work that was successfully completed in a timely manner.

**COMMITTEE REPORTS** – No Reports

**GENERAL COUNSEL REPORT** – No Report

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

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

**EXECUTIVE SESSION** – No Executive Session

**ADJOURNMENT**


The meeting adjourned at 5:41 p.m.

Motioned to approve by Commissioner Nally

Seconded by Commissioner Mastria

Unanimously approved by all Commissioners present.

Respectfully submitted,

  
\_\_\_\_\_  
Judy Rybka  
Recording Secretary