

**JERSEY CITY MUNICIPAL UTILITIES AUTHORITY
MINUTES OF THE ANNUAL REORGANIZATION MEETING AND
REGULAR BOARD OF COMMISSIONERS MEETING
FEBRUARY 22, 2018**

CALL TO ORDER – 5:03 PM

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:

Chairwoman, Maureen C. Hulings
Commissioner, Thomas M. Gibbons
Commissioner, Jeannine Zampella
First Alternate Commissioner, Maureen Nally
Second Alternate Commissioner, Kathleen Hartye

ABSENT

Commissioner, Vincent M. Mastria
Commissioner, Marcos D. Vigil

ALSO PRESENT:

Jeremy Farrell, Executive Director
Judy Rybka, Recording Secretary
Frank Borin, Esquire, DeCotiis, FitzPatrick & Cole, LLP
John D. Folk, CPA, Director of Finance
Joseph Coviello, Director of Public Affairs
Krystyna Pawlowska, Administrative Assistant
Brittany Kelly, Project Manager
Kevin J. Carr, RPPO, QPA, Purchasing Agent
Rajiv Prakash, Engineering Department
John Hroncich, Suez
Edward Traina, PE, CME Associates
Jerome A Harris, PE, PP, CME Associates

FLAG SALUTE

PUBLIC COMMENT – No Public Comment

APPROVAL OF MINUTES

Approval of minutes of the January 17, 2018 Commissioners meeting

Motioned to approve by Commissioner Hartye

Seconded by Commissioner Gibbons

Roll call vote: Commissioner Nally	Aye
Commissioner Gibbons	Abstention
Commissioner Zampella	Aye
Commissioner Hartye	Aye
Chairwoman Hulings	Aye

ELECTION OF OFFICERS

Chair – Commissioner Zampella nominated Chairwoman Hulings. Commissioner Gibbons seconded the nomination. There were no further nominations for Chair. Nominations closed.

Roll call vote: Commissioner Nally	Aye
Commissioner Gibbons	Aye
Commissioner Zampella	Aye
Commissioner Hartye	Aye
Chairwoman Hulings	Aye

The motion carried and Commissioner Hulings is elected Chair to the Board of Commissioners of the JCMUA for the 2018/2019 term.

Vice Chair – Chairwoman Hulings nominated Commissioner Zampella. Commissioner Gibbons seconded the nomination. There were no further nominations for Vice Chair. Nominations closed.

Roll call vote: Commissioner Nally	Aye
Commissioner Gibbons	Aye
Commissioner Zampella	Aye
Commissioner Hartye	Aye
Chairwoman Hulings	Aye

The motion carried and Commissioner Zampella is elected Vice Chair to the Board of Commissioners of the JCMUA for the 2018/2019 term.

Secretary – Chairwoman Hulings advised that Commissioner Gibbons no longer wishes to serve as Secretary of the Board of Commissioners. Commissioner Gibbons stated that he was honored to have served as Secretary in the past.

Chairwoman Hulings nominated Commissioner Nally. Commissioner Gibbons seconded the nomination. There were no further nominations for Secretary. Nominations closed.

Roll call vote: Commissioner Nally	Aye
Commissioner Gibbons	Aye
Commissioner Zampella	Aye
Commissioner Hartye	Aye
Chairwoman Hulings	Aye

The motion carried and Commissioner Nally is elected Secretary to the Board of Commissioners of the JCMUA for the 2018/2019 term.

RESOLUTIONS – CONSENT AGENDA

Resolution 2/18/1 establishing a regular public meeting schedule for the period from March 2018 through JCMUA's reorganization meeting in February 2019

Resolution 2/18/2 designating the Authority's official newspapers for 2018 in accordance with the New Jersey Open Public Meetings Act

Resolution 2/18/3 approving a cash management plan in accordance with the Local Fiscal Affairs Law for the year 2018

Resolution 2/18/7 authorizing transfer of funds for sewer operations

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

Resolution 2/18/9 authorizing transferor funds and payments of audited claims for water operations

Resolution 2/18/10 authorizing cash disbursements

Resolution 2/18/11 authorizing payments from the capital improvement, project and note funds

Resolution 2/18/12 authorizing purchase of goods and services from certain approved State contract vendors pursuant to Local Public Contracts Law

Resolution 2/18/13 authorizing the purchase of one (1) 2018 or newest Volvo twelve (12) cubic yard dump truck using the New Jersey State Cooperative Purchasing Program

Resolution 2/18/14 correcting Resolution 5/17/7 authorizing an amendment to professional engineering services contract with Remington Vernick & Arango for design, bid and construction phase services for replacement of six inch water main in Van Winkle Avenue

Resolution 2/18/15 awarding a contract for the provision of services for the cleaning and inspection of sewers on Grand Street; JCMUA contract number GSCP-2013-12

Resolution 2/18/16 authorizing the purchase of two (2) full size sport utility vehicles and three (3) extended cab pickups using the New Jersey State Cooperative Purchasing Program

Resolution 2/18/17 authorizing MMREF expenditure for emergency repair of 36 inch water main break at 897 Belleville Turnpike

Resolution 2/18/18 authorizing MMREF expenditure for emergency repair of 36 inch water main break at 977 Belleville Turnpike

Resolution 2/18/19 authorizing preparation and issuance of bid specifications and public advertising for the procurement of various goods and services

Resolution 2/18/20 authorizing amendment number 7 for professional engineering services contract to Hatch Mott MacDonald for structural assessment of buildings and JCMUA structures affected by Superstorm Sandy

Resolution 2/18/21 authorizing change order number 1 to contract for the provision of emergency and non-emergency plumbing repair services; JCMUA contract number PRS-2016-12

Resolution 2/18/22 authorizing change order number 1 for the contract for removal and disposal of street excavation material; JCMUA contract number DSM-2017-03

Resolution 2/18/23 authorizing the award of a contract for professional financial advisory services

Resolution 2/18/24 authorizing MMREF expenditure for emergency replacement of 8 inch cast iron main in John F. Kennedy Boulevard between Elm Street and Floyd Street

Resolution 2/18/25 authorizing an agreement for a cost sharing plan with Public Service Electric and Gas Company for the relocation of utility facilities

Resolution 2/18/26 authorizing reimbursement of environmental costs to St. Peter's Prep for 30 inch transmission main project

Resolution 2/18/27 awarding contract for the provision of 2019 combination articulating crane, heavy duty industrial carrier and associated equipment; JCMUA contract number ACHDT-2017-29

Resolution 2/18/28 authorizing the award of a non-fair and open contract pursuant to New Jersey Local Unit Pay-to-Pay Law to McAndrew & Vuotto, LLC for the performance of special legal counsel services

Resolution 2/18/29 approving and ratifying the execution of a license and right of entry agreement with Scitech Scity, LLC

Motioned to approve by Commissioner Zampella

Seconded by Commissioner Hartye

Roll call vote: Commissioner Nally	Aye
Commissioner Gibbons	Abstention
Commissioner Zampella	Aye
Commissioner Hartye	Aye
Chairwoman Hulings	Aye

RESOLUTIONS – DEFERRED

Resolution 2/18/4 appointing Financial Oversight and Audit Committee members for the 2018-2019 term

Resolution 2/18/5 appointing Operations Committee members for the 2018-2019 term

Resolution 2/18/6 appointing Procurement and Contracting Committee members for the 2018-2019 term

Motion to defer action until the next Board of Commissioners meeting by Commissioner Zampella

Seconded by Commissioner Gibbons

Roll call vote: Commissioner Nally	Aye
Commissioner Gibbons	Aye
Commissioner Zampella	Aye
Commissioner Hartye	Aye
Chairwoman Hulings	Aye

COMMUNICATIONS

Commissioner Gibbons noted a letter dated January 12, 2018 from Mr. Folk to the State Comptroller's Office concerning the State audit report. It was indicated on the letter that copy was distributed to the MUA Commissioners. However, Commissioner Gibbons reported he did not receive a copy and stated it is appropriate for Board members to receive a copy.

Per Mr. Farrell, this type of item is typically circulated by support staff. He will look into it, and Commissioner Gibbons/all Commissioners will receive a copy.

EXECUTIVE DIRECTOR REPORT -- Mr. Farrell advised that Mr. Coviello will provide a slide presentation of the MUA's new website.

Mr. Coviello discussed modernization of the agency's communications system and development of a mass communications plan. The MUA's website will be thoroughly re-done, and the launch date of the new website is approximately three weeks away. Photos of Board members will be taken at the end of tonight's meeting.

Mr. Coviello advised the MUA now has Twitter and Facebook accounts. The new website will include JCMUA meeting dates/minutes and will allow water/sewer bills to be paid online. Other information included: about MUA/history, photos and contact information for Administration and Board of Commissioners, FAQ's, news/information, capital plan, consent decree, community involvement, vendors, financial disclosure, career opportunities, customer service, forms/applications and photos of equipment/projects being done throughout the City. The new website will be efficient and cost effective, with all changes/updates being performed in-house.

Commissioner Gibbons stated it looks "great," and asked if consideration has been given to re-branding the MUA, making it similar to other municipal utilities authorities in the country with increased focus on the environment.

Mr. Farrell replied, "Yes, but not a full re-brand." Securing the services of a public relations firm is under consideration to provide a comprehensive plan to re-position the agency in a way that will be both successful and cost-effective

COMMITTEE REPORTS

Mr. Farrell advised a follow up meeting of the Relocation Committee needs to be scheduled.

GENERAL COUNSEL REPORT

Mr. Borin discussed the State comptroller's report/performance evaluation and the Authority's response.

Mr. Farrell added that a recent media analysis of the report "mischaracterized" information contained in the report. This was a "clean bill of health" for the MUA but it must always strive to improve. Many of the recommendations contained in the State report have already been addressed. The MUA was informed by the State that it had done a good job in the past and is currently performing well. Mr. Farrell noted the Authority provides its customers with a "healthy and environmentally friendly" service.

ITEMS OF UNFINISHED BUSINESS – None

ITEMS OF NEW BUSINESS – Will be discussed in Executive Session,

EXECUTIVE SESSION

Entered Executive Session at 5:43 p.m.

Motioned to approve by Commissioner Gibbons

Seconded by Commissioner Hartye

Roll call vote: Commissioner Nally Aye

 Commissioner Gibbons Aye

 Commissioner Zampella Aye

 Commissioner Hartye Aye

 Chairwoman Hulings Aye

EXECUTIVE SESSION ENDED/REGULAR SESSION REOPENED AT 5:59 P.M.

Motioned to approve by Commissioner Gibbons

Seconded by Commissioner Nally

Roll call vote: Commissioner Nally	Aye
Commissioner Gibbons	Aye
Commissioner Zampella	Aye
Commissioner Hartye	Aye
Chairwoman Hulings	Aye

ADJOURNMENT


The meeting adjourned at 6:00 p.m.

Motioned by Commissioner Gibbons

Seconded by Commissioner Hartye

Unanimously approved by all Commissioners present.

Respectfully submitted,


Judy Rybka
Recording Secretary