

**JERSEY CITY MUNICIPAL UTILITIES AUTHORITY
MINUTES OF THE ANNUAL REORGANIZATION MEETING AND
REGULAR BOARD OF COMMISSIONERS MEETING
FEBRUARY 28, 2019**

CALL TO ORDER – 5:02 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
Vice Chairwoman, Jeannine Zampella
Commissioner, Thomas M. Gibbons
Commissioner, Vincent N. Mastria
Commissioner, Maureen Nally
First Alternate Commissioner, Rahat A. Chatha

ABSENT

Second Alternate Commissioner, Kathleen Hartye

ALSO PRESENT:

Joseph Coviello, Acting Executive Director
Judy Rybka, Recording Secretary
Francis J. Borin, Esquire, DeCotiis, FitzPatrick & Cole, LLP
John D. Folk, CPA, Director of Finance
Krystyna Pawlowska, Administrative Assistant
Maria Polimeni, Secretary
Brittany Kelly, Project Manager
Ed Conti, Director of Compliance
Richard Haytas, PE, Senior Engineer/Infrastructure Maintenance Supervisor
Rajiv Prakash, Engineering Department
John Hroncich, Suez Water Environmental Services, Inc.
Dennis Davis, Suez Water Environmental Services, Inc.
Edward Traina, PE, CME Associates

FLAG SALUTE

PUBLIC COMMENT – No Public Comment

APPROVAL OF MINUTES

Approval of minutes of the January 4, 2019 Special Meeting

Motioned to approve by Commissioner Gibbons

Seconded by Vice Chairwoman Zampella

Roll call vote: Commissioner Gibbons Aye
 Commissioner Nally Aye
 Vice Chairwoman Zampella Aye
 Commissioner Mastria Aye
 Chairwoman Hulings Aye

Approval of minutes of the January 24, 2019 Commissioners Meeting

Motioned to approve by Commissioner Gibbons

Seconded by Vice Chairwoman Zampella

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

ELECTION OF OFFICERS

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

Roll call vote: Commissioner Gibbons Aye
 Commissioner Nally Aye
 Vice Chairwoman Zampella Aye
 Commissioner Mastria Aye
 Chairwoman Hulings Aye

The motion carried. Commissioner Hulings accepted and is re-elected Chair to the Board of Commissioners of the JCMUA for the 2019/2020 term.

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

Roll call vote: Commissioner Gibbons	Aye
Commissioner Nally	Aye
Vice Chairwoman Zampella	Aye
Commissioner Mastria	Aye
Chairwoman Hulings	Aye

The motion carried. Commissioner Zampella accepted and is re-elected Vice Chair to the Board of Commissioners of the JCMUA for the 2019/2020 term.

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

Roll call vote: Commissioner Gibbons	Aye
Commissioner Nally	Aye
Vice Chairwoman Zampella	Aye
Commissioner Mastria	Aye
Chairwoman Hulings	Aye

The motion carried. Commissioner Nally accepted and is re-elected Secretary to the Board of Commissioners of the JCMUA for the 2019/2020 term.

Following election of officers, Chairwoman Hulings advised Commissioner Mastria will continue serving on the Financial Oversight and Audit Committee. Additionally, Commissioner Nally will continue to serve on the Operations Committee, and Vice Chairwoman Zampella will continue serving on the Personnel Committee.

RESOLUTIONS – CONSENT AGENDA

Resolution 2/19/2 designating the official newspapers of the Jersey City Municipal Utilities Authority for 2019 in accordance with the New Jersey Open Public Meetings Act

Resolution 2/19/3 approving a cash management plan in accordance with N.J.S.A. 40A:5-14 for the year 2019

Resolution 2/19/4 appointing Financial Oversight and Audit Committee members for the 2019-2020 term

Resolution 2/19/5 appointing Operations Committee members for the 2019-2020 term

Resolution 2/19/6 appointing Personnel Committee members for the 2019-2020 term

Resolution 2/19/7 authorizing transfer of funds for sewer operations

Resolution 2/19/8 authorizing payments of audited claims for sewer operations

Resolution 2/19/9 authorizing transfer of funds and payments of audited claims for water operations

Resolution 2/19/10 authorizing cash disbursements

Resolution 2/19/11 authorizing payments from the capital improvement, project and note funds

Resolution 2/19/12 approving and authorizing the execution of an amendment to professional operations services agreement by and between the Jersey City Municipal Utilities Authority and Suez Environmental Services, Inc.

Resolution 2/19/13 authorizing the preparation and issuance of bid specifications and public advertising for the procurement of various goods and services

Resolution 2/19/14 authorizing the award of a contract to Automated Control Concepts, Inc. to perform program and repair services for SCADA System pursuant to a non-fair and open process in accordance with N.J.S.A. 19:44A-20.4 Et Seq

Resolution 2/19/15 authorizing employee benefits for life insurance from Metlife

Resolution 2/19/16 awarding a contract to Brent Material Company for provision of 36-inch SDR 35 PVC gravity sewer pipe and associated fittings; JCMUA contract number PVC36-2018-51

Resolution 2/19/17 authorizing the award of a non-fair and open contract, pursuant to New Jersey Local Unit Pay-to-Play Law, to NJIB, LLC for the performance of drug testing and CDL physicals

Resolution 2/19/19 authorizing purchase of goods and services from certain approved State contract vendors pursuant to Local Public Contract Laws

Resolution 2/19/20 authorizing award of a contract for professional engineering services to CME Associates for screen replacements at the East Side and West Side pump stations

Resolution 2/19/21 authorizing Suez Water Jersey City to hire J. Fletcher Creamer & Son for MMREF expenditure for emergency repairs to 6-inch cast iron water main at intersection of Grand Street and Marin Boulevard

Resolution 2/19/22 authorizing Suez Water Jersey City to hire Montana Construction for MMREF expenditure for 12-inch water main repair and rerouting at intersection of Greene and York Streets

Resolution 2/19/23 authorizing an expenditure to reimburse PSE&G for replacement of 24-inch cast iron gas main on Sip Avenue and Route 440

Resolution 2/19/24 authorizing the qualification of firms for professional engineering services contracts

Resolution 2/19/25 authorizing the purchase of mitigation credits from Green Vest Mitigation Bank in conjunction with Federal Emergency Management Agency reimbursement for the rehabilitation of the Clendenny ditch

Resolution 2/19/26 authorizing change order number 2 to Spinello Companies for phases 3 and 4 of the sewer rehabilitation project; JCMUA contract number PH3-4-2017-6

Resolution 2/19/27 authorizing change order number 3 to National Water Main Cleaning Co. for cleaning and inspection of sewers on Grand Street; JCMUA contract number GSCP-2013-12

Resolution 2/19/28 authorizing the use of electronic funds transfer and waiver of vendor/claimant certifications in accordance with regulations of the Department of Community Affairs

Motioned to approve by Commissioner Gibbons

Seconded by Commissioner Nally

Roll call vote: Commissioner Gibbons Aye

 Commissioner Nally Aye

 Vice Chairwoman Zampella Aye

Commissioner Mastria Aye
Chairwoman Hulings Aye

OTHER RESOLUTIONS CONSIDERED INDIVIDUALLY

Resolution 2/19/1 establishing a regular public meeting schedule for the period from March 2019 through JCMUA's reorganization meeting in February 2020

Commissioner Gibbons requested the proposed date of the December 2019 meeting be changed to December 20. After a brief discussion, it was agreed by all Commissioners present that the meeting date would remain December 23, 2019 at 12 noon.

Resolution 2/19/18 authorizing the adoption of the water system asset management plan for Jersey City Municipal Utilities Authority

Chairwoman Hulings advised the Operations met and reviewed/discussed the plan. The Committee recommends approval of the water system asset management plan by the JCMUA Board.

Commissioner Gibbons recommended revisiting the level of service section of the plan, noting an opportunity for JCMUA to set metrics, collect data and initiate a program.

Mr. Coviello advised this has been discussed with CME. With input from water engineering, five items for tracking will initially be selected to address needs/set goals, and the Board will be kept informed. Additional items will be chosen as the program progresses.

Commissioner Gibbons recalled items for tracking he suggested in 2016 that are included in the asset management and score cards that have been used in the past by other organizations.

Mr. Coviello noted Commissioner Gibbons' suggestions were "very helpful," and he is glad everyone is "on the same page to reach goals."

Motioned to approve by Commissioner Gibbons

Seconded by Commissioner Mastria

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

Commissioner Mastria Aye
Chairwoman Hulings Aye

COMMUNICATIONS – No Communications

EXECUTIVE DIRECTOR REPORT – Mr. Coviello reported on the following:

1. Long Term Control Plan Meetings - Mr. Coviello asked Ms. Kelly to report on communications meetings regarding the long term control plan.

Ms. Kelly advised the following dates/locations have been secured: March 12 Greenville/Bergen/Lafayette; March 14 City Hall; March 28 Lincoln Park and April 14 P.S. 28. A flyer will be distributed and a presentation is complete. The format is being developed and will go before the Board for approval prior to the first meeting. Questions will be taken at each meeting for feedback from residents. All information concerning this matter is available on JCMUA's website.

Mr. Coviello added the presentation will be in-house, involving the Engineering Department, Mr. Coviello, Mr. Andal and Ms. Kelly. Mr. Coviello will attend all meetings with the exception of one due to a schedule conflict. Questions and concerns from residents will also be addressed in-house.

2. New Jersey Transit (NJT) Project – A map was distributed illustrating where the force main work will take place. JCMUA will repair a force main under NJT light rail tracks. NJT will need to shut down the light rail during this work. A public hearing is scheduled for March 12, 2019. Two meetings (2 pm and 7 pm) will be held to address questions/concerns from the community. A 21 day period will be allowed for questions to be emailed to NJT. Following this, NJT will complete a report regarding community questions/concerns and the report will be presented to NJT's Board of Commissioners in April. If approved by NJT's Board, notice will be given on May 1 announcing the closing of certain portion(s) of the light rail. After 30 days (on/about June 1) the light rail will be closed for approximately nine months to allow JCMUA to complete the necessary work and NJT to restore the tracks for service. It is currently estimated the line will be back in service February 2020 (approximately). During the shutdown, NJT will provide alternative transportation (busses and jitneys), and the Authority will make every effort to keep away from bus routes. (All dates above are tentative.)

3. Flagger Program – working with Public Safety, Office of Emergency Management and City engineering to create a plan and ordinance for flaggers to work in conjunction

with the City's police department when conditions require both flagger and police presence. The plan and ordinance are close to finalization. Mr. Coviello noted the flagger program has 100 part-time and 20 full time employees (approximately), and 60-70 are working in the field each day. "The program is working very well."

4. Audit – State controllers were at JCMUA regarding follow-up in connection with the Audit. Several interviews took place today, and controllers were given information they requested. A follow-up report from the State is anticipated, and the Authority is waiting to hear back from them regarding its findings.

5. School Water Supply – Mr. Coviello discussed lead in the water supply in City schools. A tentative plan is being developed and a meeting is scheduled next week with school board representatives. It is hoped a remediation plan can be brought before JCMUA's Board at the April 2019 Commissioners meeting. Remediation will first take place at a small school so that results can be obtained quickly. Following findings/results at the selected school, the program will move to all schools. The goal is to have all schools remediated by the opening of the 2019/2020 school year in September 2019.

Commissioner Gibbons discussed funding for remediation; specifically EIT funding and the possibility of grant funding.

Mr. Coviello advised funding is being discussed but there are no final agreements. EIT funding is not available for the type of work that is needed at this time, but work is underway on a proposed finance plan. The proposed plan and how the Authority is to be paid back will be discussed with the school board. Grant funding will also be reviewed/considered.

6. Union Contract Negotiations – Union requests are being reviewed/meetings scheduled. A response will be developed for review by the Personnel Committee and will then be presented to the Board.

7. Policy Manual – JCMUA's policy manual update is nearly complete and will be presented to the Personnel Committee and the Board for approval. Following approval, copies will be issued to all JCMUA employees. After a schedule is developed, training sessions (sensitivity, harassment and other training) will begin.

COMMITTEE REPORTS – No additional Committee Reports. (Chairwoman Hulings presented Finance Committee report under Resolution 2/19/18.)

GENERAL COUNSEL REPORT – Will report on pending litigation during Executive Session.

ITEMS OF UNFINISHED BUSINESS – No Items of Unfinished Business

ITEMS OF NEW BUSINESS – No Items of New Business

EXECUTIVE SESSION

Closed Regular Session/Entered Executive Session at 5:34 p.m.

Motioned to approve by Vice Chairwoman Zampella

Seconded by Commissioner Mastria

Roll call vote: Commissioner Gibbons	Aye
Commissioner Nally	Aye
Vice Chairwoman Zampella	Aye
Commissioner Mastria	Aye
Chairwoman Hulings	Aye

EXECUTIVE SESSION ENDED/REGULAR SESSION REOPENED AT 5:50 P.M.

Motioned to approve by Vice Chairwoman Zampella

Seconded by Commissioner Gibbons

Roll call vote: Commissioner Gibbons	Aye
Commissioner Nally	Aye
Vice Chairwoman Zampella	Aye
Commissioner Mastria	Aye
Chairwoman Hulings	

ADJOURNMENT

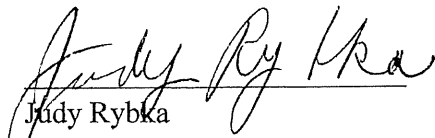
The meeting adjourned at 5:51 p.m.

Motioned to approve by Vice Chairwoman Zampella

Seconded by Commissioner Gibbons

Unanimously approved by all Commissioners present.

Respectfully submitted,


Judy Rybka
Recording Secretary