

**JERSEY CITY MUNICIPAL UTILITIES AUTHORITY  
MINUTES OF THE ANNUAL REORGANIZATION MEETING AND  
REGULAR BOARD OF COMMISSIONERS MEETING  
FEBRUARY 27, 2020**

**CALL TO ORDER – 5:10 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, Maureen Nally  
First Alternate Commissioner, Rahat A. Chatha  
Second Alternate Commissioner, Kathleen Hartye

**ABSENT**

Commissioner, Vincent N. Mastria

**ALSO PRESENT:**

Jose R. Cunha, Executive Director  
Joseph Coviello, Deputy Director  
Judy Rybka, Recording Secretary  
Ryan J. Scerbo, Esquire, DeCotiis, FitzPatrick, Cole & Giblin, LLP  
John D. Folk, CPA, Director of Finance  
Krystyna Pawlowska, Administrative Assistant  
LeKendrick Shaw, Project Manager  
Richard Haytas, PE, Senior Engineer/Infrastructure Maintenance Supervisor  
Rajiv Prakash, Engineering Department  
Edward Traina, PE, CME Associates

**FLAG SALUTE**

**PUBLIC COMMENT** – No Public Comment

**APPROVAL OF MINUTES**

Approval of minutes of the January 23, 2020 Commissioners Meeting

Motioned to approve by Vice Chairwoman Zampella

Seconded by Commissioner Nally

Roll call vote: Commissioner Nally	Aye
Vice Chairwoman Zampella	Aye
Commissioner Chatha	Aye
Chairwoman Hulings	Aye

**ELECTION OF OFFICERS**

Mr. Scerbo opened the Annual Reorganization Meeting with a request for nominations for Chair.

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

Roll call vote: Commissioner Nally	Aye
Vice Chairwoman Zampella	Aye
Commissioner Chatha	Aye
Chairwoman Hulings	Aye

Motion carried. Chairwoman Hulings accepted and is re-elected Chair to the Board of Commissioners of JCMUA for the 2020/2021 term.

Chairwoman Hulings requested nominations for Vice Chair.

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

Roll call vote: Commissioner Nally	Aye
Vice Chairwoman Zampella	Aye
Commissioner Chatha	Aye
Chairwoman Hulings	Aye

Motion carried. Vice Chairwoman Zampella accepted and is re-elected Vice Chair to the Board of Commissioners of JCMUA for the 2020/2021 term.

Chairwoman Hulings requested nominations for Secretary.

**Secretary** – Vice Chairwoman Zampella nominated Commissioner Nally. Commissioner Chatha seconded the nomination. There were no further nominations for Secretary. Nominations closed.

Roll call vote: Commissioner Nally	Aye
Vice Chairwoman Zampella	Aye
Commissioner Chatha	Aye
Chairwoman Hulings	Aye

Motion carried. Commissioner Nally accepted and is re-elected Secretary to the Board of Commissioners of JCMUA for the 2020/2021 term.

Prior to Resolutions, Chairwoman Hulings advised Committee members will be the as the 2019/2020 term. 2020/2021 Committee members are:

Financial Oversight and Audit Committee - Chairwoman Hulings and Commissioner Mastria

Operations Committee - Chairwoman Hulings and Commissioner Nally

Personnel Committee – Chairwoman Hulings and Vice Chairwoman Zampella

### **RESOLUTIONS – CONSENT AGENDA**

**Resolution 2/20/1** establishing a regular schedule for the period from March 2020 through JCMUA's Annual Reorganization meeting in February 2021

**Resolution 2/20/2** designating the official newspapers of the Jersey City Municipal Utilities Authority for 2020 in accordance with the New Jersey Open Public Meetings Act

**Resolution 2/20/3** approving a Cash Management Plan in accordance with the Local Fiscal Affairs Law for the year 2020

**Resolution 2/20/4** appointing Financial Oversight and Audit Committee members for the 2020-2021 term

**Resolution 2/20/5** appointing Operations Committee members for the 2020-2021 term

**Resolution 2/20/6** appointing Personnel Committee members for the 2020-2021 term

**Resolution 2/20/7** authorizing transfer of funds for sewer operations

**Resolution 2/20/8** authorizing payments of audited claims for sewer operations

**Resolution 2/20/9** authorizing transfer of funds and payments of audited claims for water operations

**Resolution 2/20/10** authorizing cash disbursements

**Resolution 2/20/11** authorizing payments from the capital improvement, project and note funds

**Resolution 2/20/12** authorizing the qualification of firms for professional engineering services contracts

**Resolution 2/20/13** authorizing amendment number 2 to contract with Arcadis U.S., Inc. for design and construction administration engineering services for a new in-line netting facility at 18<sup>th</sup>. Street

**Resolution 2/20/14** authorizing the award of a contract to CME Associates for survey and preliminary design engineering services for the cross-town force main relocation project

**Resolution 2/20/15** authorizing execution of settlement agreement and withdrawal of Administrative Hearing Request in connection with appeal of New Jersey Pollutant Discharge Elimination System; Permit Number NJ0108723

**Resolution 2/20/16** authorizing membership in the National Cooperative Purchasing System with Sourcewell Purchasing Cooperative Advantages

**Resolution 2/20/17** authorizing employee benefits for life insurance to Metlife

**Resolution 2/20/18** amending Resolution 12/19/18 awarding a contract to Reivax Contracting Corp., for the Burma Road Area Water Systems Improvements Project; JCMUA contract number BRAWSI-2018-46-C

**Resolution 2/20/19** awarding change order number 1 to Montana Construction Corp., Inc. for Route 139 Water Main and Sewer Replacements Project; JCMUA contract number ROUTE139WR-2018-18

**Resolution 2/20/20** authorizing the award of a contract for professional financial advisory services to NW Financial Group, LLC

**Resolution 2/20/21** authorizing the award of a contract for professional engineering services to Mott MacDonald for the development of an inventory of water service lines

**Resolution 2/20/22** authorizing amendment number 3 to contract with Maser Consultants, P.A. for professional engineering services for the rehabilitation of combined sewers through a re-lining process

**Resolution 2/20/23** authorizing the qualification of law firms and award of contracts to the Honorable Barry P. Sarkisian, J.S.C. (ret); Eric Pennington, P.C.; and Apruzzese, McDermott, Mastro & Murphy, P.C. for labor/employment counsel services

**Resolution 2/20/24** awarding contract to Shauger Property Services, Inc. for Phase V Sewer Rehabilitation and Water Main Replacement Project; JCMUA contract numbers PH5SR-2014-44 (Sewer) and CAPH5W-2017-28 (Water)

**Resolution 2/20/25** amending the declaration of a sewer emergency at the intersection of Union Street and West Side Avenue and contract awarded to Persistent Construction

**Resolution 2/20/26** authorizing amendment number 1 to contract with Donohue, Gironda, Doria & Tomkins, LLC for professional auditing services

**Resolution 2/20/27** authorizing amendment number 3 to contract for professional engineering services to Mott MacDonald for Phases 3-4 of the combined sewer capacity and condition assessment rehabilitation

**Resolution 2/20/28** authorizing change order number 1 to Underground Utilities Corp. for Phase 3-4 Water Main Replacement Project; JCMUA contract number WMR-2017-38-C

**Resolution 2/20/29** authorizing change order number to Shauger Property Services for Cook Street Water Main Relocation Project; JCMUA contract number CSWMR-2018-44-C

**Resolution 2/20/30** authorizing procurement of lease for Vesta Modular doublewide trailer

**Resolution 2/20/31** amending Resolution 1/20/12 for the emergency restoration of homes at 240-244 Clerk Street due to a sewer backup and awarding a contract to Gemini Restoration, Inc.

Motioned to approve by Vice Chairwoman Zampella

Seconded by Commissioner Nally

Roll call vote: Commissioner Nally	Aye
Vice Chairwoman Zampella	Aye
Commissioner Chatha	Aye
Chairwoman Hulings	Aye

**COMMITTEE REPORTS** – No Committee Reports

**COUNSEL REPORT** – No Report

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

Water – JCMUA met with New Jersey Infrastructure Trust, the Authority’s largest source of low interest loans for infrastructure work (approximately 90 to 100 percent). JCMUA remains in good standing with the Trust, and received approval for two drinking water projects. Approximately \$10 million will be available for agencies throughout the State in April, and a possible \$500 million program may become available through the State. The current needs list for capital projects is \$400 million for drinking water and \$600 million for clean water. The need statewide for drinking/clean water projects is in the billions; assistance will be needed from the Federal government in order to meet these needs.

Mr. Cunha discussed bond anticipation notice for \$50 million for water projects, and advised approval will be required to sell bonds.

Software – Project Mate software was implemented last week, and is very successful thus far. Consultant(s), design engineer(s) and contractor were at JCMUA to train employees and assist with streamlining services and centralizing.

Mr. Cunha discussed the Sustainability Incentive Program which gives credit to properties receiving LEED designation. A study will be needed to determine how this affects JCMUA financially and its bottom line. Jersey City is completing legislation, and there will be reviews by the Environmental Committee. Sewer connection fees will have to be reviewed, and recommendations will be made by the Environmental Committee. These recommendations are non-binding, and JCMUA will have the final say.

Solid Waste – coordination of JCMUA’s takeover of solid waste contracts currently held by Jersey City is ongoing. A study, hearing and approval process will be required. Target date to take over contracts is August 2020.

Personnel restructuring continues, and progress has been good. There have been several new hires, with additional new hires anticipated. Completion date for the revised Personnel Manual now appears to be the end of April due to revisions/inclusions regarding marijuana.

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

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

**EXECUTIVE SESSION** – No Executive Session

**ADJOURNMENT**

The meeting adjourned at 5:29 p.m.

Motioned to approve by Vice Chairwoman Zampella

Seconded by Commissioner Nally

Unanimously approved by all Commissioners present.

Respectfully submitted,

*Judy Rybka / KP*

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Judy Rybka  
Recording Secretary