

EAST WINDSOR MUNICIPAL UTILITIES AUTHORITY  
Minutes of Regular Meeting  
Thursday, January 20, 2011

The regular monthly meeting of the East Windsor Municipal Utilities Authority was held on Thursday, January 20, 2011 at the Administration Building on Wiltshire Drive and called to order by Chairperson Moore at 8:00 p.m..

The following Members were present:

Linda L. Moore  
Leonard J. Millner  
Steven A. Kurs  
Marc Platizky  
William Lawler  
Michael Shiffman

Absent: Marc Lippman

Also present:

Edwin Schmierer, Esq., of Mason Griffin & Pierson  
James Farry, of Hatch Mott MacDonald  
Ronald Christ, Finance Officer  
Richard Brand, Executive Director  
Clark Wolverton, Wastewater Superintendent  
Skip Lovejoy, Water Superintendent  
Dolores Borosko, Board Secretary

Chairperson Moore asked that the Public Notice statement be read. The Board Secretary read the Public Notice announcing that the notice and agenda of this meeting were mailed to the Windsor Hights Herald, Trenton Times and Trentonian on January 14, 2011. An agenda was posted on the official bulletin board of the Authority and delivered to the Township Clerk for posting on the bulletin board at the East Windsor Township Municipal complex on January 14, 2011. Then Chairperson Moore requested a roll call of Members after which the Chairperson asked if any Member had an objection to holding this meeting as advertised. No one objected.

Chairperson Moore asked if anyone in the audience wanted to comment on an item not on the agenda. Hearing no one, Chairperson Moore moved to a discussion of the review of MUA Personnel Policy for volunteer Fire and Rescue Squad. Chairperson Moore stated she would like to see the Members spend 15 or 20 minutes in discussion of this first draft of policy which will not be adopted tonight. After the Members have made their comments Chairperson Moore would like Mr. Brand, Mr. Wolverton and Mr. Lovejoy to discuss the Members comments and suggestions incorporate them into the policy and return new draft to Board review. Comments were made by every Board Member each emphasizing the need to assure coverage for the MUA as a priority. Mr. Lawler stated he would like to see more in the preamble stating that the MUA is involved in the health and safety of the township residence and manpower is required to keep facilities functioning. In paragraph e which refers to an employee being called to a fire call before hours of work Mr. Millner would like to see a clarification stating-said employee may be excused from MUA duty with use of vacation time or time without pay. Mr. Schmierer stated that there be one Emergency Response policy for both Fire and Rescue. Chairperson Moore directed the changes be incorporated into the Emergency Response policy and a new draft presented to the Board for adoption.

Chairperson Moore moved the discussion to the liquid sludge disposal agreement. Mr. Brand informed the Board that Mr. Wolverton and he had negotiated the cost keeping it at the same rate (no increase) for the next fire years. Mr. Brand continued by stating that by keeping the rate the same and reducing the sludge output by about 45%, the Authority should see a reduction in sludge cost of about \$245,582.00 a year. Mr. Millner moved to approve the contract, seconded by Mr. Platizky and unanimously carried.

Under General Discussion/Topics from the Board Members, Mr. Brand informed the Members that RFP's for engineering, attorney and auditor services would be posted on the MUA website as well as the Notice to Bidder's for chemicals, lab testing services and the well #6 submersible pump. The Notice to Bidder's will also appear in newspapers and Construction News. When questioned regarding advertising dates, acceptance dates and other procedures Mr. Brand stated that all procedures were followed and ample time was given for advertising and accepting of RFP's and bids.

Mr. Brand also informed the Board that with interest rates being so low he and Mr. Christ have been looking into alternative investments for MUA monies. They have spoken with both the Bond Council and MUA Trustee. Mr. Platitzky stated that he would like to see an MUA investment policy. Mr. Christ responded that the MUA has an investment policy in the Bond Indenture and is also regulated by State law.

Mr. Platitzky stated that recently there appeared to be a lot of articles regarding the use of fluoride in the water. Mr. Brand responded that once the EPA guidelines are updated the NJDEP requirements will change and the MUA would follow the revised guidelines.

There being no further items for discussion Chairperson Moore requested a motion to approve the payment of bills. Mr. Millner made a motion to approve Operating bills in the amount of \$266,216.73 and payrolls in the amount \$59,412.17, \$59,375.66 and \$62,770.04; Prepaid to NJ Utility Authorities Joint Insurance Fund for \$100,009.00; NJEIT Clean Water Loan Construction Fund Requisition #22 - \$144,220.60; NJEIT Drinking Water Loan Construction Fund Requisition #21 - \$376,633.46 and the ARRA Millstone Road Water Pollution Control Misc. Improvement Requisition #11 - \$103,782.00, seconded by Mr. Kurs. After a brief discussion Chairperson Moore called roll with the following results. AYES: Mr. Kurs, Mr. Millner, Mr. Shifman, Mr. Platitzky and Chairperson Moore. NOES: None. ABSTAIN: None.

Chairperson Moore opened a discussion of the Operating Report. After a brief question and answer period Mr. Lawler made a motion to approve the Operating Report, seconded by Mr. Kurs and unanimously carried.

Mr. Kurs made a motion to approve the Development Report, seconded by Mr. Lawler and after a brief discussion the report was unanimously carried.

Mr. Lawler made a motion to accept the December 31, 2010 Finance Officers' Report, seconded by Mr. Millner and unanimously carried. Mr. Millner asked Mr. Christ what should the Board focus on in this report. Mr. Christ responded that the Board should pay attention to the billing trends. The over 90 days amount which is growing with the bad economy. The two funds (Renewal Fund and General Fund) which the Board has some discretion to use. Mr. Christ informed the Members that some of the discretionary money will be used to supplement water budget this year. The problem right now is that water is costing us more to produce than we are selling it for. Mr. Brand stated that he and Mr. Christ had been discussing alternatives to a rate increase (like a rate restructuring). Mr. Christ added that the Authority would be alright this year but would have to discuss rate changes with next years budget. Chairperson Moore asked for any final discussion on the Finance Officers' Report and hearing none asked for a vote to approve. The report was unanimously carried.

The Attorney's Report for December 2010 was approved on a motion made by Mr. Platitzky, seconded by Mr. Lawler. After a brief discussion of some bankruptcy cases the motion to accept the attorneys' report was unanimously carried.

Mr. Kurs made a motion to approve the Engineer's Report, seconded by Mr. Shifman. After some discussion of various items in the Engineer's report the motion to approve was unanimously carried.

The November 18, 2010 Regular Board Meeting minutes were approved as amended to correct the missing motion and second on the Engineer's Report on a motion made by Mr. Lawler, seconded by Mr. Kurs and unanimously carried.

There being no further business to discuss Chairperson Moore reminded the Members that the next meeting date would be February 24, 2011 and then adjourned the meeting.

Respectfully,



Steven Kurs, Secretary