

EAST WINDSOR MUNICIPAL UTILITIES AUTHORITY
Minutes of Regular Meeting
Thursday, May 19, 2011

The regular monthly meeting of the East Windsor Municipal Utilities Authority was held on Thursday, May 19, 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 Kurs
William Lawler
Michael Shiftman

Absent: Marc Platizky
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 requested that the Public Notice be read. The Board Secretary read the statement announcing that the notice and agenda of this meeting were mailed to the Windsor Hights Herald, Trenton Times and Trentonian on May 13, 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 May 13, 2011. Chairperson Moore then asked for a roll call after which she asked if any Member had an objection to holding this meeting as advertised. No one objected.

Chairperson Moore asked if any member of the audience wanted to speak on a topic not on tonight's agenda. Hearing no one, Chairperson Moore moved to the first item on the agenda Electrical Suppliers. Mr. Brand spoke briefly informing the Members that 3 quotes had been received and based on that information the Authority should see a savings of between 10-15% just by changing electrical suppliers. Mr. Brand explained that the Authority will have to put out an RFP before it can proceed to make a change in electrical suppliers.

On the next topic for discussion Telecommunications Mr. Brand stated that we are currently experiencing problems in our system. The issue is in the T-1 line which connects the Administration Building to the Wastewater Treatment Plant. The maximum for our T-1 line is 1.5 meg and due to doubling up on the pairs the band width has been reduced to 1.1 -1.2 meg on the current copper T-1 line. Mr. Brand continued to state that the computers and software today require more memory and band width and the Authority has a couple of choices. The cheapest option is to run a fiber optic line into the Administration building and leave the T-1 line to the Wastewater Treatment Plant. Other solutions would be fiber optic to both locations or radio LTD service. The other issue is that there are no redundancies in the current system so the Authority needs to build an infrastructure that is redundant. Both the fiber optic and LTD services are the wave of the future. Currently we are getting less service at the same cost. Changing the service and phone system to digital voice over internet protocol, we would no longer pay for long distance calls. The new system would have more functionality and be reliable. Mr. Brand stated that the Authority does have a problem which needs focus since phone and computer services have been out due to lost connectivity. Mr. Brand will continue to do research on various options available and get pricing for the Board to review.

Mr. Brand informed the Board that staff was out looking at new life, long and short disability and dental insurances which are all up for renewal. Rue Insurance has come in with some good quotes and savings, ranging between 7% and 17%, over current charges with all prices' being locked in for 3 years. Board Members suggested that employees be surveyed to see if current dentists are in the new plan before making a change in the dental. Mr. Brand will report back to the Members on insurance changes at a later date.

Mr. Brand explained to the Board that there are changes coming down from the State which will require more open disclosure on the website. In order to do this we will need to update and redesign our current website. Mr. Brand stated that he would like to form a committee including Board Members to work on a new website design. Chairperson Moore and Mr. Millner volunteered to work on the committee.

Mr. Brand and Mr. Farry updated the Board on the progress of the Wyckoff Mills Road water main and sewer extension to cross under the turnpike. Mr. Farry stated that Hatch Mott MacDonald had submitted the final plans and specifications for review by the NJ Turnpike and they are currently preparing the required permit applications for both the water and sewer crossings. The Turnpike will be bidding both the water and sewer crossing for the turnpike widening project soon. The Turnpike will pay for the sewer line extension and the Authority will pay for the water main extension. Mr. Brand indicated that the bids and bid results should be available in the next couple of months.

Mr. Brand informed the Board that the Authority would be replacing the Utility Truck #9 in the Water Department. The vehicle will be purchased under State Contract and therefore will not require the Authority to bid. The Members asked what would be done with the old Unit #9 and Mr. Brand informed the Board that there was a web-based government auction site that is approved by the DCA and we can register and list the vehicle there. Mr. Millner made a motion to list the vehicle on this auction site, seconded by Mr. Kurs and unanimously approved.

Mr. Brand presented photos of the sand filters at the wastewater treatment plant which show the break through in the existing gravity filters No. 1 and 2. Mr. Brand stated that the DEP had issued an approval letter and requested the Board proceed with approving the change order in the amount of \$243,330. A motion to approve Change Order #4 for the Rehabilitation of Existing Gravity Filters No. 1 and 2 was made by Mr. Lawler, seconded by Mr. Kurs and approved with the following vote: AYES: Chairperson Moore, Mr. Kurs, Mr. Millner, Mr. Shifman. NOES: None. ABSTAIN: Mr. Lawler.

Mr. Brand informed the Members that the Authority had advertised in the Trenton Times for the purchase of a Four-Wheel Drive Cab Tractor with a Quick Attach Loader with 84-inch Bucket. Eight-bid packages were picked up and five bids were received on May 10, 2011. Staff reviewed the bids and would like to award to the third lowest bidder as the most responsive to the bid specifications. Mr. Schmierer stated that this was acceptable because of the exceptions in the other bids. Mr. Kurs made a motion to award the bid to Radio Tractor as the most responsive bidder, seconded by Mr. Millner and unanimously approved. Mr. Lawler requested Mr. Schmierer to give a recommendation in writing to award to the third lowest bidder.

Mr. Brand directed the Boards attention to an email in the meeting package relating to Innoprise software pricing. The email specifies that Innoprise was bought out by Harris and Harris will no longer honor the price quote given by Innoprise. The increased price would make it impossible for the MUA to consider and place's Innoprise well out of the range of the other quotes.

After a brief discussion of the advantages of joining the Middlesex Cooperative Pricing System Mr. Lawler made a motion to adopt the resolution authorizing the MUA to enter into a cooperative pricing agreement with Middlesex Regional Educational Services Commission, seconded by Mr. Millner and unanimously approved.

Resolution
(See attached)

Chairperson Moore mentioned to the other Board Members that she had taken a tour of Well #7. Chairperson Moore stated that it was very interesting and suggested that other Board Members take the tour either before a Regular Board Meeting or on a Saturday morning.

Mr. Kurs made a motion to approve Operating bills in the amount of \$261,595.36 and payrolls in the amount \$55,771.65 and \$58,540.01; Prepaid to New Jersey Turnpike Authority - Permit Fee for \$900.00; Prepaid to Treasurer, State of New Jersey - Permit for \$250.00; NJEIT Clean Water Loan Construction Fund Requisition #26 - \$90,627.46; NJEIT Drinking Water Loan Construction Fund Requisition #25 - \$62,230.58 and the ARRA Millstone Road Water Pollution Control Misc. Improvement Requisition #15 - \$18,571.46, seconded by Mr. Lawler and approved with the following vote: AYES: Mr. Platizky, Mr. Millner, Mr. Lippman, Chairperson Moore: NOES: None. ABSTAIN: Mr. Lawler.

The Operating Report was approved on a motion made by Mr. Millner, seconded by Mr. Kurs and unanimously carried.

Chairperson Moore requested a motion on the Development Report and Mr. Lawler made a motion to accept, seconded by Mr. Shifman and unanimously approved.

A motion was made by Mr. Lawler to approve the Finance Officer's report, seconded by Mr. Shifman and unanimously carried.

The Attorney's Report for April was approved on a motion made by Mr. Shifman, seconded by Mr. Lawler and unanimously carried.

The Engineer's Report was approved on a motion made by Mr. Shifman, seconded by Mr. Kurs and unanimously carried.

A motion to approve the minutes of the February 24, 2011 Regular Board Meeting was made by Mr. Shifman, seconded by Mr. Kurs and unanimously carried as amended

A motion to approve the minutes of the March 17, 2011 Regular Board Meeting was made by Mr. Kurs, seconded by Mr. Shifman and unanimously carried.

A motion to enter into Closed Session was made by Mr. Millner, seconded by Mr. Kurs and unanimously carried.

There being no further items for discussion the meeting was adjourned.

Respectfully,



Marc Platizky, Secretary