

EAST WINDSOR MUNICIPAL UTILITIES AUTHORITY  
Minutes of Regular Meeting  
Thursday, May 23, 2013

The regular monthly meeting of the East Windsor Municipal Utilities Authority was held on Thursday, May 23, 2013 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  
Steven Kurs  
Leonard Millner  
Marc Platizky  
William Lawler  
Michael Shifman

Absent: Marc Lippman

Also present:

Edwin Schmierer, of Mason Griffin & Pierson  
James Farry, of Hatch Mott MacDonald  
Ronald Ghrist, Finance Officer  
Richard Brand, Executive Director  
Carlin Lovejoy, Water Superintendent  
Clark Wolverton, Wastewater 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 Heights Herald, Trenton Times and Trentonian on Friday, May 17, 2013. 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 17, 2013. Chairperson Moore then asked for a roll call after which she asked if any Members had an objection to holding this meeting as advertised. No one objected.

A discussion of the change in shut off policy was discussed and the resolution to make the changes to the EWMUA Rules and Regulations were approved on a motion made by Mr. Lawler, seconded by Mr. Kurs and unanimously approved by the following vote: AYES: Mr. Kurs, Mr. Platizky, Mr. Lawler, Mr. Millner, Chairperson Moore. NOES: None. ABSTAIN: None.

Resolution 2013-12

WHEREAS, the East Windsor Municipal Utilities Authority was created on September 4, 1963 at which time it developed a set of Rules and Regulations for the proper operation of the Authority; and

WHEREAS, from time to time these Rules and Regulations have been modified and amended; and

WHEREAS, the East Windsor Municipal Utilities Authority believes it to be in the best interest of the Authority and the customers it represents that the Rules and Regulations be reviewed and updated periodically to insure that they are in compliance with all applicable Laws, Statutes, and Regulations; and

WHEREAS, the Authority has deemed necessary due to the economic environment, and the need for the Authority to collect its revenues to meet the Authorities obligations requires the revision of the current shut off procedures (3-4.012d (1)); and

WHEREAS, the Authority will reduce the current amount of \$225.00 for a delinquency notice to \$ 150.00; and

WHEREAS, the Authority has deemed necessary to eliminate the first Ten (10) day notification in the delinquent notification process due to the lack of response by the customer and the financial cost incurred by the Authority for mailings; and

NOW, THEREFORE BE IT RESOLVED by the East Windsor Municipal Utilities Authority this 23<sup>rd</sup> day of May 2013 is hereby amended that:

1. Rules and Regulations – Shutoff Procedures (3-4.012d);
  - a) If a residential bill equals or exceeds \$150.00 and continues to remain unpaid for a period of thirty (30) days after it has been rendered, the EWMUA will mail the customer a past due notice indicating that action may be initiated to discontinue service.
  - b) If a residential bill continues to remain unpaid ten (10) days after mailing of the past due notice, The EWMUA will hand deliver to the customer a shutoff notice (door hanger/knocker) specifying the approximate date when service will be discontinued which shall be three (3) days after the delivery of the door knocker.
2. The Executive Director is authorized to take all actions necessary to implement this amendment.
3. This amendment takes effect on June 1, 2013.

The Authority Chairperson and Secretary are hereby authorized and directed to sign any necessary documents, and the Authority staff and professionals are authorized and directed to undertake any and all action's necessary, to effectuate the terms and intent hereof.

Mr. Brand updated the Members on the status of the website. Mr. Brand stated that updates to the site had not been made but that we were gathering material on subjects that would be pertinent to our customers and would begin to post them shortly. A suggestion was made by Mr. Lawler to notify customers of the site address and to see if it would be possible to change it to EWMUA a shortened address. Mr. Brand will follow up to see if that domain name would be available.

Mr. Brand informed the Board Members that he and Mr. Platizky had a very good meeting with the Twin Rivers Trust regarding issues with obstructions to MUA curb stops and meters. Mr. Brand stated that the Trust was going to publish a notice in their newsletter and that the same notice would be placed on MUA website because it is not specific to just the Twin Rivers area but throughout the township. Mr. Brand also thanked Mr. Schmierer for his assistance with arranging the meeting.

Mr. Brand and Mr. Farry spoke briefly about the problems with the Turnpike water line crossing. Mr. Farry stated that the entire line would be inspected and any damaged sections would be cut and replaced before the new line was run. Mr. Farry explained that the pipe sections removed would be replaced and the new section joints would be connected with heat fusion of the pipes. The Members requested that they be kept informed of the progress.

During the General Discussion/Topics from Board Members each of the Members made request for changes in the format which the board meeting packages are sent electronically. These changes should make it easier for the Members to locate and identify the agenda topics.

There was a brief discussion of the Missak litigation. Mr. Schmierer had presented the Members with a report on total charges billed for the ongoing case. Mr. Schmierer explained that since Mason Griffin & Pierson are the authority's attorney the insurance carrier's attorney keeps them abreast of matters related to the litigation and at times when answers are drafted Mason Griffin is called upon to review the draft pleading and assist the carrier in connection with the filing since they are more familiar with the Authority operations. Mr. Schmierer stated that he was optimistic the case would either be tried soon to a verdict in favor of the Authority or dismissed on motion. Mr. Schmierer added that he would keep the Board informed as long as the litigation remains pending.

Mr. Millner moved to approve the Operating Bills of \$259,131.63; Payroll 4/17/13 of \$63,192.73; Payroll 5/01/13 of \$70,430.22; Payroll 5/02/13 of \$2,280.41; and Payroll 5/15/13 of \$63,815.54, seconded by Mr. Kurs and unanimously carried.

A motion to accept the Operating Report was made by Mr. Millner, seconded by Mr. Lawler and unanimously approved.

Chairperson Moore requested a motion to approve the Development Report and the motion to accept was made by Mr. Platizky. Mr. Platizky requested some details on the Woodside Ave. project. Then after a brief discussion regarding status of the houses being built on Hickory Corner Road during which Mr. Kurs noted that there was no mention in the Development Report of this project, Chairperson Moore requested that Mr. Brand speak with Mr. Fryer and that project be added back into the report. Mr. Kurs then made a second for the motion and it was unanimously carried.

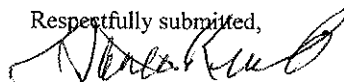
Chairperson Moore requested a motion to approve the Finance Officer's report. Mr. Millner questioned the billing for Cycle H. Mr. Ghrist explained the water readings came in very late from Hightstown and that the Cycle H billing should have been in January. Mr. Ghrist also mentioned the increase in collections and billings and added that next month he would update the Members on what will be required in the future for customer rates. Mr. Brand stated that it looks better than anticipated prior to the recent increase in water rates. A brief discussion of McGraw Hill connections and improvements took place after which Mr. Platizky made the motion to approve, seconded by Mr. Kurs and unanimously carried.

Mr. Platizky made a motion to approve the Engineer's Report, seconded by Mr. Millner. After a brief discussion of the turnpike expansion project the Board unanimously carried the motion to approve the Engineer's Report.

There was a motion to approve the Minutes for the Regular Meeting of March 21, 2013 by Mr. Millner, seconded by Mr. Platizky and unanimously carried.

There being no other topics for discussion Chairperson Moore adjourned the regular meeting and asked for a motion to go into Executive Session. The motion was made by Mr. Kurs, seconded by Mr. Platizky and unanimously carried.

Respectfully submitted,



Steven Kurs, Secretary