

EAST WINDSOR MUNICIPAL UTILITIES AUTHORITY  
Minutes of Regular Meeting  
Thursday, October 17, 2013

The regular monthly meeting of the East Windsor Municipal Utilities Authority was held on Thursday, October 17, 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  
Marc Lippman  
Leonard Millner  
Marc Platizky  
William Lawler  
Michael Shifman

Absent: Steven Kurs

Also present:

Edwin Schmierer, of Mason Griffin & Pierson  
James Farry, of Hatch Mott MacDonald  
Ronald Ghrist, Finance Officer  
Richard Brand, Executive Director  
Clark Wolverton, Wastewater Superintendent  
Carlin 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 Heights Herald, Trenton Times and Trentonian on Friday, October 11, 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 October 11, 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.

Chairperson Moore asked if anyone in the audience would like to make a comment on something which was not on tonight's agenda. No one responded and Chairperson Moore closed the public portion of the meeting.

Mr. Brand began a discussion of the replacement of the generator on the west side of the Wastewater Treatment Plant. The generator is 25 years old and has 1,000 hours of use. Mr. Brand added that by purchasing the generator under State contract as opposed to going out to bid the price is approximately half the cost. Mr. Brand also stated that FEMA monies will be used

to cover most of the replacement cost with an out of packet cost to the Authority of approximately \$10,000.00. Mr. Brand explained that what staff is looking for tonight from the Board is for the Members to place a cap on the amount to be spent for the generator. Mr. Platizky made a motion to approve the purchase of the generator at a cap/top price of 300,000.00. Mr. Millner seconded the motion which was approved with the following vote: AYES: Mr. Platizky, Mr. Millner, Mr. Shifman, Mr. Lippman and Chairperson Moore. NOES: one. ABSTAIN: Mr. Lawler.

Chairperson Moore opened the discussion of additional iPad training for the Board by reviewing what had previously been discussed. The question was should PaRaBal be hired to conduct some additional training. Mr. Brand stated that a representative of PaRaBal was on standby should the Members want to speak to him tonight by phone. Chairperson Moore polled the Members to see if anyone had questions at this time. Mr. Brand stated that PaRaBal was not a help desk but would come in for an hour or two hours of training for \$1,000.00. Mr. Platizky stated that he thought Members and staff required different training. Mr. Platizky also thought the need would be more in the programs Dropbox and Notability. Mr. Platizky reminded everyone that in order to use these programs everyone would need to have a gmail address. Chairperson Moore asked if Mr. Brand would be able to teach the Members how to use Dropbox and Mr. Brand proceeded to give them a brief demonstration of how Dropbox works. There was also some discussion of the Notability program. Chairperson Moore asked for Board preference as far as contacting PaRaBal by phone this evening. The Board's decision was not to call them this evening and Mr. Brand contacted the representative to thank them for being on standby this evening but stated that at this time the Board had not decided what type of training would be required.

Mr. Millner made a motion to approve the Operating Bills of \$242,050.95; Payroll 9/18/13 of \$69, 448.11; and Payroll 10/02/13 of \$77,196.19, seconded by Mr. Platizky and unanimously carried.

Chairperson Moore requested a motion to approve the September Operating Report and noted that the missing Wastewater Department portion of the August Operating Report was included this month as well. Mr. Platizky made the motion to accept the September Operating report. During the discussion period Mr. Millner stated that there was a mistake and Mr. Lovejoy needed to change GPD (Gallons per Day) to MGD (Millions of Gallons per Day) in the first line of the report. Mr. Millner also questioned electrical work at wells 1 and 2. Mr. Lovejoy explained that the electrical panels were being upgraded for more efficiency. When asked if work was being performed in house, Mr. Lovejoy responded yes and added that the expected completion date was April 1, 2014. The motion was seconded by Mr. Millner and unanimously approved.

Chairperson Moore requested a motion to approve the Development Report and the motion to accept was made by Mr. Platizky. Chairperson Moore noted that Mr. Fryer had added the dates for the most recent activity on each project to the report and removed some of the old completed projects as requested. Mr. Millner seconded the motion to approve the Development Report and it was unanimously carried.

Chairperson Moore requested a motion to approve the Finance Officer's report and Mr. Platizky made a motion to approve, seconded by Mr. Lippman. The motion was unanimously carried.

Mr. Platizky made a motion to accept and approve the Attorney's Report, seconded by Mr. Lippman and unanimously approved.

Mr. Lawler made a motion to approve the Engineer's Report, seconded by Mr. Platizky and unanimously carried.

Chairperson Moore asked if there were any other topics for discussion in open session and hearing none requested a motion to go into executive session. Mr. Millner made the motion, seconded by Mr. Platizky and unanimously carried.

#### Executive Session Resolution

WHEREAS, Section 7 of the Open Public Meetings Act, ("Act") C. 231, P.L. 1975 the (N.J.S.A. 10:4-12B) permits the exclusion of the public from a meeting of the East Windsor Municipal utilities Authority ("Authority") under certain circumstances; and

WHEREAS, the Authority is of the opinion that such circumstances presently exist and desires to authorize the exclusion of the public from that portion of the meeting in accordance with the Act.

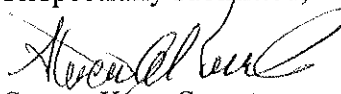
NOW, THEREFORE, BE IT RESOLVED by the East Windsor Municipal Utilities Authority, in the county of Mercer, State of New Jersey, as follows:

1. The public shall be excluded from discussion and action upon the specified subject matter as set forth in Exhibit "A" attached hereto and made a part hereof.
2. The general nature of the subject matter to be discussed as set forth in Section 7b of the Act (N.J.S.A. 10:4-12b) is set forth next to the subject matter in the attached Exhibit "A".
3. It is anticipated at this time that the stated subject matter will be made public on or about the time set forth next to the subject matter in attached Exhibit "A".
4. This Resolution shall take effect immediately.

Exhibit "A"

<u>General Subject Matter</u>	<u>Basis Under For Exclusion of Public</u>	<u>Anticipated Date when Discussion Will Be Disclosed to Public</u>
Personnel	Attorney/Client Privilege	Certain information at the discretion of the Board tonight. Other information Will remain confidential.

Respectfully submitted,



Steven Kurs, Secretary

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Edwin Schmierer, of Mason Griffin & Pierson  
Richard Brand, Executive Director

Chairperson Moore opened the Executive Session and turned the floor over to Mr. Brand. Mr. Brand informed the Board that an incident had taken place at the Wastewater Treatment Plant at the end of the day during which some employees engaged in horse play which resulted in the injury of one of the participants. During the course of this fooling around one employee was moving his vehicle and struck another causing a fracture to his foot and lower extremities. Disciplinary action had been taken and if there were any new developments Mr. Brand would inform the Board.

Respectfully submitted,

  
Steven Kurs, Secretary