

EAST WINDSOR MUNICIPAL UTILITIES AUTHORITY  
Minutes of Regular Meeting  
Thursday, September 15, 2011

The regular monthly meeting of the East Windsor Municipal Utilities Authority was held on Thursday, September 15, 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  
Marc Platitzky  
Steven Kurs  
William Lawler  
Michael Shifman

Absent: Marc Lippman

Also present:

Edwin Schmierer, Esq., of Mason Griffin & Pierson  
James Farry, of Hatch Mott MacDonald  
Ronald Ghrist, Finance Officer  
Richard Brand, Executive Director  
Clark Wolventon, Wastewater Superintendent  
Skip Lovejoy, Water Superintendent

Chairperson Moore requested that the Public Notice be read. Mr. Platitzky read the statement announcing that the notice and agenda of this meeting were mailed to the Windsor Hights Herald, Trenton Times and Trentonian on September 9, 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 September 9, 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.

Mr. Brand gave a lengthy power point presentation on the 2011/2012 Authority Budget. During the presentation Mr. Brand reviewed line items in the operating budget for each of the departments and discussed planned projects in the capital budget. Mr. Brand explained the increases and decreases in various areas and answered questions from the Members. Mr. Christ emphasized that in the next two months changes or modifications can be made before the adopted budget is sent to the Division in November. Mr. Millner made a motion to approve the 2011/2012 Authority Budget, seconded by Mr. Kurs and unanimously carried.

Mr. Brand informed the Members that Mr. Schmierer had prepared an Emergency Purchase Resolution for necessary repairs after Hurricane Irene. Mr. Brand pointed out that there had been substantial damage to the Administrative Offices, Wastewater Treatment Plant and Well No. 5. Mr. Brand added that staff had been working with clean up crews, obtaining estimates to repair damaged equipment, arranging to have wallboards replaced, flooring removed and replaced. Mr. Schmierer stated he had prepared a resolution and certification to be adopted and signed authorizing Mr. Brand to proceed with the cleanup and repair under the provisions of the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., which authorizes emergency purchases when a catastrophic event such as a hurricane causes losses. Mr. Kurs made a motion to adopt the resolution for emergency repairs for losses which occurred during the hurricane on August 27, 2011 for an amount not to exceed \$100,000.00. The motion was seconded by Mr. Millner and unanimously carried.

Resolution (attached)

Mr. Schmierer prepared a resolution retaining Hatch Mott MacDonald as engineers on the Solar Generation Project for the preparation of the NJEIT Loan application. The resolution

memorializes action taken at a Special Telephone Conference Meeting on September 9, 2011 where the Board reviewed and evaluated proposals presented pursuant through a Fair and Open process pursuant to N.J.S.A. 19:44A-20.7. A motion was made by Mr. Platizky to adopt the resolution, seconded by Mr. Kurs and carried with the following vote: AYES: Mr. Milner, Mr. Kurs, Mr. Platizky, Mr. Lippman, Chairperson Moore; NOES: None; ABSTAIN: Mr. Lawler.

#### Resolution

WHEREAS, the East Windsor Municipal Utilities Authority (hereinafter referred to as "Authority") wishes to install a solar photovoltaic generation system at its Well 7, Well 8 and Millstone Road Wastewater Treatment Facility ("Facility") in order to generate solar energy to reduce the Authority's annual electric expenses as well as provide good stewardship to the environment; and

WHEREAS, funding assistance for this solar project may be available to the Authority through the New Jersey Environmental Infrastructure Trust ("NJEIFT") Loan Program which requires the submission of a funding proposal on or before October 1, 2011; and

WHEREAS, the Authority determined that it required professional engineering services in order to implement the proposed solar generation system and to complete the requirements for the NJEIFT Loan Program; and

WHEREAS, the Authority prepared and issued Requests for Proposals ("RFP") for said engineering services and provided for the award of a Contract pursuant to a Fair and Open process pursuant to N.J.S.A. 19:44A-20.7 by providing notice in advance of the award of said Contract; and

WHEREAS, the Authority received five (5) proposals from New Jersey licensed professional engineering companies to provide said engineering services; and

WHEREAS, the Authority held a Special Meeting on September 9, 2011 to review and evaluate said proposals including the Executive Director's recommendations; and

WHEREAS, following said review, the Authority selected Hatch Mott MacDonald to be the consulting professional engineer on the Solar Generation Project and for the preparation of the NJEIFT application for funding the project.

NOW, THEREFORE, BE IT RESOLVED by the East Windsor Municipal Utilities Authority as follows:

1. The Chairperson and Secretary are hereby authorized and directed to enter into a Professional Engineering Services Agreement with Hatch Mott MacDonald, 27 Blecker Street, Millburn, New Jersey 07041, to have said firm serve as the engineering consultant to the Authority for the above-referenced Solar Generation

System Project and for the completion and submission of the NJEIT loan application.

The scope of services to be provided are as set forth in the Authority's RFP dated August 2011. The Authority agrees to compensate Hatch Mott MacDonald for a sum not to exceed nineteen thousand eight hundred (\$19,800.00) dollars if a Level 1 Environmental Review Documentation is required; for a sum of twenty-four thousand six hundred (\$24,600.00) dollars if a Level 2 Environmental Review Documentation is required.

2. The Authority's Chief Finance Officer shall certify the availability of funds for this Professional Service Agreement.

3. A certified true copy of this Resolution shall be furnished upon its adoption to Hatch Mott MacDonald.

Mr. Brand informed the Board that the Water Department had shut down the service to each of the buildings in the American Way complex and discovered that two of the buildings were not being metered, Building F and Building H. Duchess Consultants, the management company for American Way, has scheduled a plumber to install water meters in both of these buildings.

Updating the Board on storm damage caused by Hurricane Irene, Mr. Brand stated that he and Mr. Christ had attended a FEMA meeting and submitted the application for FEMA funds.

Mr. Kurs made a motion to approve Operating bills in the amount of \$187,321.02 and payrolls in the amount \$60,743.171 and \$65,557.00; NJEIT Clean Water Loan Construction Fund Requisition #30 - \$190,140.67; and the ARRA Millstone Road Water Pollution Control Misc. Improvement Requisition #19 - \$1,175.91, seconded by Mr. Millner and unanimously approved.

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

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

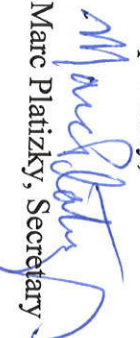
A motion was made by Mr. Millner to approve the Finance Officer's report, seconded by Mr. Kurs and unanimously carried.

The Attorney's Report for July was approved on a motion made by Mr. Kurs, seconded by Mr. Platizky and unanimously carried.

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

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

Respectfully,

  
Marc Platizky, Secretary