

EAST WINDSOR MUNICIPAL UTILITIES AUTHORITY
Minutes of Regular Meeting
Thursday, November 16, 2017 @7:30 P.M.

The regular monthly meeting of the East Windsor Municipal Utilities Authority was held on Thursday, November 16, 2017 at the Administration Building on Wiltshire Drive and called to order by Chairperson Moore at 7:30 p.m.

The following Members were present:

Linda L. Moore
Leonard Millner
Marc Lippman
Marc Platizky
Steven Kurs
Michael Shifman
William Lawler

Absent:

Also present:

Edwin W. Schierer, Esq., of Mason Griffin & Pierson
David Klemm, Mott Mac Donald
Ronald Ghrist, Finance Officer
Richard Brand, Executive Director
James Mackie, Assistant Operation Manager
Clark Wolverton, Operations Manager
Susan Pretz, Board Secretary

Chairperson Moore requested that the Public Notice be read. The secretary read the statement stating that the agenda for this meeting was mailed to the Windsor Hights Herald and Trenton Times on November 9, 2017. 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 November 9, 2017. Chairperson Moore then asked for a roll call after which she asked if any Member had any objection to holding this meeting as advertised. No one objected.

Chairperson Moore asked if there was anyone present that would like to speak on any issue not on tonight's agenda. Hearing no one Chairperson Moore closed the public portion of the meeting.

Chairperson Moore asked about the Employee Appreciation party being held on December 22, 2017 budget, Mr. Brand asked for a Budget of \$550.00 for the party. Chairperson Moore asked for approval Mr. Millner made the motion, seconded by Mr. Kurs and unanimously carried.

. Chairperson Moore asked for approval of Resolution #2017-30 for the purchase of E.H. Wach's Valve Maintenance Trailer. Mr. Brand explained the purchase is necessary because for the recent law passed by the State of New Jersey requiring the Valve Maintenance be done every 3 to 4 years. Chairperson Moore asked for a motion. Mr. Millner made the motion, seconded by Mr. Kurs and unanimously carried

**EAST WINDSOR MUNICIPAL UTILITIES AUTHORITY
COUNTY OF MERCER, STATE OF NEW JERSEY
RESOLUTION ACCEPTING BIDS FOR THE PROVISION OF
A NEW VAC/VALVE MAINTENANCE EQUIPPED TRAILER
RESOLUTION NO. 2017-30**

WHEREAS, the East Windsor Municipal Utilities Authority ("Authority") has determined that due to the Legislative Law "Water Quality Accountability Act" (S2834/A4569) that was signed into law on July 21, 2017 by Governor Christie ; and

WHEREAS, the East Windsor MUA owns and operates over 3,000 valves and requires the need of a valve maintenance trailer to operate its valves and maintain accurate records through the use of a on board Data Management System; and

WHEREAS, East Windsor Municipal Utilities Authority went to public notification to accept bids for the purpose of the purchasing of a Vac/Valve Maintenance Trailer ; and

WHEREAS, on or about September 28, 2017, bids were solicited to undertake and complete this work as required by the provisions of the New Jersey Local Public Contracts Law, *N.J.S.A. 40A:11-1 et seq* ; and

WHEREAS, in soliciting bids for said work, the Authority followed the Fair and Open process in accordance with *N.J.S.A. 19:44A-20.4*; and

WHEREAS, in accordance with a properly advertised Notice to Bidders, One (1) bidder submitted a bid for the provision of the purchasing of a Vac/Valve maintenance equipped trailer which was received on October 17, 2017 for a Bid price of \$63,669.00; and

WHEREAS, after review by the Executive Director and it has been determined that the only bidder is responsive to the specifications; and

WHEREAS, having reviewed said Bid and contracts, the Authority has determined that the lowest responsible Bid was for the E.H. Wachs Valve Maintenance Trailer model standard LX package with Trimble R2 GPS receiver; and

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

1. The Chairperson and Secretary of the East Windsor Municipal Utilities Authority are hereby authorized and directed to enter into a purchase agreement with E.H. Wachs, 600 Knightsbridge Parkway Lincolnshire, Illinois 60069 in an amount not to exceed Sixty Three Thousand Six Hundred and sixty Nine dollars (\$63,669.00) for the purchase of a One (1) E.H. Wachs Valve Maintenance Trailer model standard LX package with Trimble R2 GPS receiver.
2. A notice of the award of this contract shall be published in a newspaper of general circulation within the Township of East Windsor as required by law

Dated: 11/16/17

Linda Moore , Chairperson

CERTIFICATION

I, Marc Platizky , secretary of the East Windsor Municipal Utilities Authority, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the East Windsor Municipal Utilities Authority at a meeting held on November 16, 2017.

Marc Platizky ,Secretary

Chairperson Moore asked Mr. Brand to speak about the adoption of the 2018 Authority Water Budget Resolution 2017-31A Mr. Brand stated that the budget was the same as presented back in September 2017 when it was introduced. The water Budget reflects each item of revenue and appropriations in the same amount and title as set forth which was approved by the Director of the Division of Local Government Services. The Annual Budget as presented represents total Revenues of \$3,220,393.00, total Appropriations of \$3,663,337.00 including any Accumulated Deficit if any of \$NONE, and total unrestricted Net Position utilized of \$442,944.00 and the Capital Budget as presented reflects Total Capital Appropriations of \$2,440,000.00 and Total Unrestricted Net Position planned to be utilized of \$1,065,000.00.

Chairperson Moore hearing no questions asked the board for someone to make a motion to approve the adoption of the 2018 budget for water. Mr. Lippman made the motion, seconded by Mr. Platizky and unanimously carried.

Water

**2017 ADOPTED BUDGET RESOLUTION
RESOLUTION 2017-31A
EAST WINDSOR MUNICIPAL UTILITIES
AUTHORITY
AUTHORITY BUDGET**

FISCAL YEAR: FROM DECEMBER 1, 2017 TO NOVEMBER 30, 2018

WHEREAS, the Annual Budget and Capital Budget/Program for the East Windsor Municipal Utilities Authority for the fiscal year beginning December 1, 2017 and ending, November 30, 2018 has been presented for adoption before the governing body of the East Windsor Municipal Utilities Authority at its open public meeting of November 16, 2017, and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services, and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$3,220,393, Total Appropriations, \$3,663,337, including any Accumulated Deficit, if any, of \$NONE and Total Unrestricted Net Position utilized of \$442,944; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$2,440,000, and Total Unrestricted Net Position planned to be utilized of \$1,065,000; and

NOW, THE FOREGOING BE IT RESOLVED, by the governing body of East Windsor Municipal Utilities Authority, at an open public meeting held on November 16, 2017 that the Annual Budget and Capital Budget/Program of the East Windsor Municipal Utilities Authority for the fiscal year beginning, December 1, 2017 and ending, November 30, 2018 is hereby adopted and shall constitute appropriations for the purposes stated, and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services

(Secretary's Signature)

November 16, 2017
(Date)

Governing Body Member	Recorded Vote			
	Aye	Nay	Abstain	Absent
Moore	X			
Lippman	X			
Platizky	X			
Kurs	X			
Millner	X			
Lawler	X			
Shifman	X			

The Wastewater Budget Resolution 2017-31B reflects the same as presented back in September 2017 when it was introduced. The Wastewater Budget reflects each item of revenue and appropriations in the same amount and title as set forth which was approved by the Director of the Division of Local Government Services. The Annual Budget as presented represents total Revenues of \$4,794,066.00, total Appropriations of \$4,576,588.00 including any Accumulated Deficit if any of \$NONE, and total unrestricted Net Position utilized of \$NONE and the Capital Budget as presented reflects Total Capital Appropriations of \$365,500.00 and Total Unrestricted Net Position planned to be utilized of \$365,000.00

Chairperson Moore hearing no questions asked the board for someone to make a motion to approve the adoption of the 2018 budget for Wastewater. Mr. Platizky made the motion, seconded by Mr. Shifman and unanimously carried.

Wastewater

**2017 ADOPTED BUDGET RESOLUTION
RESOLUTION 2017-31B
EAST WINDSOR MUNICIPAL UTILITIES
AUTHORITY
AUTHORITY BUDGET**

FISCAL YEAR: FROM DECEMBER 1, 2017 TO NOVEMBER 30, 2018

WHEREAS, the Annual Budget and Capital Budget/Program for the East Windsor Municipal Utilities Authority for the fiscal year beginning December 1, 2017 and ending, November 30, 2018 has been presented for adoption before the governing body of the East Windsor Municipal Utilities Authority at its open public meeting of November 16, 2017; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$4,794,066, Total Appropriations, \$4,576,588, including any Accumulated Deficit, if any, of \$NONE and Total Unrestricted Net Position utilized of \$NONE; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$365,000, and Total Unrestricted Net Position planned to be utilized of \$365,000, and

NOW, THEREFORE, BE IT RESOLVED by the governing body of East Windsor Municipal Utilities Authority at an open public meeting held on November 16, 2017 that the Annual Budget and Capital Budget/Program of the East Windsor Municipal Utilities Authority for the fiscal year beginning, December 1, 2017 and ending, November 30, 2018 is hereby adopted and shall constitute appropriations for the purposes stated, and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services

(Secretary's Signature) November 16, 2017
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Moore	X			
Lippman	X			
Platizky	X			
Kurs	X			
Millner	X			
Lawler	X			
Shifman	X			

Chairperson Moore requested a motion to approve the November 2017 Payment of the Bills. Operating in the amount of \$379,220.49: Payroll for 10/25/17 \$73,474.64: Payroll for 11/08/17 \$68,996.56 Payroll. Mr. Platizky made the motion, seconded by Mr. Kurs and unanimously carried.

Chairperson Moore requested a motion to accept the Operating Report for November 2017 and Mr. Millner made the motion, seconded by Mr. Platizky and unanimously carried.

Chairperson Moore asked for a motion to approve the Development Report for November 2017 and Mr. Lawler made the motion, seconded by Mr. Kurs and unanimously carried.

Chairperson Moore asked for a motion to approve the Finance Officers Report for November 2017, Mr. Platizky made the motion, seconded by Mr. Lippman and unanimously carried.

Chairperson Moore asked for a motion to approve the Engineer's Report for November 2017, Mr. Lippman made the motion, seconded by Mr. Millner and unanimously carried.

Chairperson Moore asked for a motion to approve the Attorney's Report for November 2017, Mr. Millner made the motion, seconded by Mr. Kurs and unanimously carried.

Having nothing further to discuss Chairperson Moore adjourned the meeting.

Respectfully submitted,

Marc Platizky, Secretary