

**JERSEY CITY MUNICIPAL UTILITIES AUTHORITY
MINUTES OF THE BOARD OF COMMISSIONERS MEETING
JUNE 24, 2015**

CALL TO ORDER – 5:00 PM

In compliance with the Sunshine Laws, Chairman Balmir ordered and directed that a Public Notice of a Public Meeting of the Jersey City Municipal Utilities Authority be posted in the main lobby of the Jersey City Municipal Utilities Authority Administration Building and that a copy of the notice be sent to The Jersey Journal, The Star Ledger and the City Clerk.

ROLL CALL OF MEMBERS PRESENT:

Commissioner William A. Macchi
Commissioner, Lewis W. Matthias
Commissioner, Marie Tauro
Commissioner, John H. Thieroff
First Alternate Commissioner, Nicholas I. Economou

MEMBERS ABSENT:

Chairman, Gerard M. Balmir
Second Alternate Commissioner, Thomas M. Gibbons

ALSO PRESENT:

Judy Rybka, Recording Secretary
Michael DeCotiis, Esquire, DeCotiis, FitzPatrick & Cole, LLP
Richard Haytas, PE, Senior Engineer/Infrastructure Maintenance Supervisor
Krystyna Pawlowska, Administrative Assistant
Kevin Carr, Purchasing Agent
Rajiv Prakash, Engineering Department
John Folk, CPA, Director of Finance
Michael McClelland, PE, PP, CME, CME Associates
Jerome A. Harris, PE, PP, CME Associates
John Hroncich, PE, United Water
Terrance McDonald, The Jersey Journal

FLAG SALUTE

PUBLIC COMMENT -- No public comment

APPROVAL OF MINUTES

Approval of minutes of the May 27, 2015 Commissioners meeting

Motioned to approve by Commissioner Economou

Seconded by Commissioner Matthias

Roll call vote: Commissioner Economou	Aye
Commissioner Thieroff	Aye
Commissioner Macchi	Abstention
Commissioner Matthias	Aye
Commissioner Tauro	Aye

CONSENT AGENDA

Mr. DeCotiis advised Resolution 6/15/20 was being pulled from the agenda to enable the MUA staff to obtain multiple quotes for such services.

Resolution 6/15/1 authorizing transfer of funds for sewer operations

Resolution 6/15/2 authorizing payments of audited claims for sewer operations

Resolution 6/15/3 authorizing transfer of funds and payments of audited claims for water operations

Resolution 6/15/4 authorizing cash disbursements

Resolution 6/15/5 authorizing payments from the capital improvement, project and note funds

Resolution 6/15/6 authorizing MMREF expenditure and award of a contract to J. Fletcher Creamer & Son for transfer of 12 inch service line to 30 inch high pressure main in 18th. Street

Resolution 6/15/7 amending a contract for inspection and construction management services with Remington, Vernick and Arango Engineers for PSE&G's emergency replacement of a 24 inch gas main

Resolution 6/15/8 authorizing preparation of bid specifications and public advertising for the procurement of various goods and/or services

Resolution 6/15/9 authorizing change order number two for contract for Trenton Street sewer separation project; JCMUA contract number TS-2013-46

Resolution 6/15/10 authorizing change order number one for emergency repair of JCMUA's cross-town 54 inch forcemain

Resolution 6/15/11 authorizing change order number two for MMREF expenditure for emergency replacement of 6 inch water main in Duncan Avenue between Bergen Avenue and John F. Kennedy Boulevard

Resolution 6/15/12 authorizing amendment to professional engineering services contract with Hatch Mott MacDonald, Inc for New Jersey Department of Transportation (NJDOT) Route 139 viaduct project

Resolution 6/15/13 authorizing the award of a contract for professional engineering services to Maser Engineering for the rehabilitation of combined sewers through relining process

Resolution 6/15/14 authorizing award of a contract to New Jersey Safety Council to perform safety and related training as a non-fair and open contract pursuant to N.J.S.A. 19:44A-20.4 Et Seq

Resolution 6/15/15 authorizing change order number one for MMREF expenditure for emergency replacement and cleaning and lining of 6 inch water mains in Ocean Avenue and Woodlawn Avenue

Resolution 6/15/16 authorizing change order number one for MMREF expenditure for installation of new pressure reducing valve (PRV) at 6th Street and Marin Boulevard

Resolution 6/15/17 authorizing the award of a contract for special/conflict counsel and workers compensation services to Florio & Kenny, LLP to continue work on existing ongoing legal issues

Resolution 6/15/18 authorizing amendment to professional engineering services contract with T & M Associates for design of 30 inch transmission main

Resolution 6/15/19 authorizing the transfer of funds from 6th Street and 10th Street sewer rehabilitation engineering contract to the Duncan Avenue outfall project engineering contract

Resolution 6/15/20 authorizing the award of a contract for professional engineering services to Arcadis, U.S., Inc. for design and construction administration engineering services for a new in-line netting facility at 18th Street.

Resolution 6/15/21 authorizing amendment to professional engineering services contract with Hatch Mott MacDonald, Inc. for design, permitting and bid phase services for Journal Square north pipe renewal project

Resolution 6/15/22 authorizing engineering services contract with Arcadis U.S., Inc. to prepare monthly and quarterly reports containing the CSO discharge volumes and frequency for each 2015 storms and updating the existing JCMUA hydraulic model PULLED FROM AGENDA

Resolution 6/15/23 authorizing the award of a contract for professional engineering services to Pure Technologies for condition assessment of the Jersey City Municipal Utilities Authority 54 inch cross-town forcemain

Resolution 6/15/24 authorizing change order number four for the Duncan Avenue outfall replacement and water main relocation project; JCMUA contract number DAS-2013-11A

Motioned to approve by Commissioner Matthias

Seconded by Commissioner Economou

Roll call vote: Commissioner Economou	Aye
Commissioner Thieroff	Aye
Commissioner Macchi	Abstention
Commissioner Matthias	Aye
Commissioner Tauro	Aye

COMMUNICATIONS – None

EXECUTIVE DIRECTOR REPORT – In Mr. Becht’s absence, Mr. DeCotiis reported all agenda items were reviewed prior to this evening’s meeting. Resolution 6/15/22 will be reviewed/revisited at a later time.

COMMITTEE REPORTS

Operations Committee – Commissioner Thieroff reported the Operations Committee met on June 11, 2015 to review agenda items.

COUNSEL REPORT – Per Mr. DeCotiis, all Resolutions on this evening’s agenda were reviewed. Resolution 6/15/20 was removed from the agenda through the Operations Committee at its last meeting. Protocol has been established whereby all Resolutions will be available for review by the Operations Committee 30 days prior to appearing on the agenda “whenever practical.”

General Counsel has been working under the direction of the Board Chairman and Executive Director to review/update JCMUA’s Personnel Manual to ensure current requirements are being met. The proposed revised manual will go through Committee decided upon by the Board Chair. It is hoped that a revised manual will be available for review by the Board “within 30 to 60 days.”

Mr. DeCotiis explained the Personnel Manual will address policies, benefits, compensation, etc. and set guidelines for “the best policy for the agency.” The Board will dictate policy.

Commissioner Macchi briefly discussed the practice of giving employees “comp time.”

Mr. DeCotiis advised that compensatory time is not prohibited. The revised policy manual will address this topic as well as compensation for employees not entitled to overtime who have “done something extraordinary.”

Commissioner Tauro briefly discussed the possibility that some key employees may have too much time off due them. She expressed concerns that, if taken, there could be potential for negative effects on the delivery of services.

Per Mr. DeCotiis, unless otherwise indicated by the Board, the Executive Director will determine when it is appropriate for employees to take time off.

Commissioner Thieroff discussed the need to set policy, enforce policy and establish those responsible for enforcement.

Mr. DeCotiis advised the Board of Commissioners' role is to set policy and ensure it is implemented and enforced. The Executive Director is responsible for the day-to-day operations.

Commissioner Macchi expressed his opinion that the Board should take an active role "to look out for the interest of employees," and that no barrier should exist between the Board and JCMUA's employees.

Mr. DeCotiis advised that all employees can attend the monthly Board meeting as well as Committee meetings. "There are many opportunities for staff and employees to interact with the Board."

The Personnel Manual will dictate if the Board wants a more active role. The Board can decide to what extent, if any, it wishes to get involved with employee matters, and this can be settled through adoption of the updated Personnel Manual. Power of the agency rests with Board members who have a fiduciary responsibility to the agency to oversee proper management. Mr. DeCotiis recommended a "Committee structure with decision making and operations in the hands of the Board."

Commissioner Thieroff noted a "big improvement" with the Board having time to consider what is on the agenda. "We need time to consider and develop the right questions."

Commissioner Tauro briefly discussed a recent memo and a new hire.

Mr. DeCotiis then requested a motion to go out of agenda order to correct an item inadvertently pulled off the consent agenda.

Motioned to approve by Commissioner Thieroff

Seconded by Commissioner Matthias

Unanimously approved by all Commissioners present.

Mr. DeCotiis advised Resolution 6/15/20 which was pulled from the agenda earlier in the meeting was done so in error. Rather, Resolution 6/15/22 should have been pulled from the agenda to allow staff to obtain additional quotes and Resolution 6/15/20 should be placed back on the consent agenda.

Motion to re-approve consent agenda (adding Resolution 6/15/20 and pulling Resolution 6/15/22) by Commissioner Economou

Seconded by Commissioner Matthias

Roll call vote: Commissioner Economou	Aye
Commissioner Thieroff	Aye
Commissioner Macchi	Aye
Commissioner Matthias	Aye
Commissioner Tauro	Aye

ITEMS OF UNFINISHED BUSINESS

Unfinished Business Agenda/Action Item(s) for June 2015 Commissioners meeting:

1. Change order chart.

ITEMS OF NEW BUSINESS – Commissioner Tauro asked Mr. Haytas if he wished to address the Board and he replied, “No.”

Mr. DeCotiis advised this matter concerns a policy decision and it will be placed back on the agenda for formal action next month if the Board so chooses.

EXECUTIVE SESSION - None

ADJOURNMENT

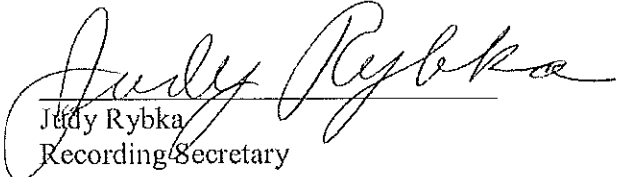
The meeting adjourned at 5:30 p.m.

Motioned to approve by Commissioner Thieroff

Seconded by Commissioner Economou

Unanimously approved by all Commissioners present.

Respectfully submitted,


Judy Rybka
Recording Secretary