

**JERSEY CITY MUNICIPAL UTILITIES AUTHORITY  
MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF COMMISSIONERS  
MARCH 22, 2017**

**CALL TO ORDER** – 4:40 PM

In compliance with the Sunshine Laws, Chairwoman Hulings 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:**

Chairwoman, Maureen C. Hulings  
Commissioner, Thomas M. Gibbons  
Commissioner, Marie Tauro  
Commissioner, Marcos D. Vigil (present by phone)  
Commissioner, Jeannine Zampella  
Second Alternate Commissioner, Vincent Mastria

**ABSENT**

First Alternate Commissioner, Nicholas I. Economou

**ALSO PRESENT:**

Daniel Becht, Esquire, Transitioning Executive Director  
Judy Rybka, Recording Secretary  
Francis J. Borin, Esquire, DeCotiis, FitzPatrick & Cole, LLP  
Jeremy Farrell, Executive Director  
John D. Folk, CPA, Director of Finance  
Richard Haytas, PE, Senior Engineer/Infrastructure Maintenance Supervisor  
Jerome A. Harris, PE, PP, CME Associates  
Caroline Aubrey, CME Associates  
Kevin J. Carr, RPPO, QPA, Purchasing Agent  
Krystyna Pawlowska, Administrative Assistant  
Rajiv Prakash, Engineering Department

**FLAG SALUTE**

**PUBLIC COMMENT** – No public comment

**APPROVAL OF MINUTES**

Approval of minutes of the February 22, 2017 Commissioners meeting

Motioned to approve by Commissioner Zampella

Seconded by Commissioner Gibbons

Roll call vote: Commissioner Tauro	Aye
Commissioner Gibbons	Abstention
Commissioner Zampella	Aye
Commissioner Mastria	Aye
Commissioner Vigil	Aye
Chairwoman Hulings	Aye

Mr. Borin advised Resolution 3/17/9 is amended. The contract amount was adjusted to reflect a more realistic/accurate figure based on the past several years. This was discussed with the Chairwoman and Executive Director.

Resolution 3/17/15 is an-add on Resolution approving standing committee members for the 2017/2018 term. The Resolution was distributed during this evening's meeting.

**RESOLUTIONS - CONSENT AGENDA**

**Resolution 3/17/1** authorizing transfer of funds for sewer operations

**Resolution 3/17/2** authorizing payments of audited claims for sewer operations

**Resolution 3/17/3** authorizing transfer of funds and payments of audited claims for water operations

**Resolution 3/17/4** authorizing cash disbursements

**Resolution 3/17/5** authorizing payments from the capital improvement, project and note funds

**Resolution 3/17/6** authorizing the qualification of firms for professional engineering services contracts

**Resolution 3/17/7** authorizing amendment to professional engineering services contract with Mott MacDonald, Inc. for bridge design, bid and construction phase services for Newark Avenue 36 inch water main project

**Resolution 3/17/9** authorizing the award of a contract for professional consulting engineering services

**Resolution 3/17/10** authorizing NJEIT loan number S340928-27

Resolution 3/17/11 authorizing NJEIT change order number 1 for MMREF expenditure for Troy Street flow meter and 30 inch valve project

Resolution 3/17/12 authorizing the award of a contract for professional accounting services

Resolution 3/17/13 authorizing the award of a contract for professional auditing services

Resolution 3/17/15 approving appointment of standing committee members for the 2017/2018 term

Motioned to approve by Commissioner Zampella

Seconded by Commissioner Gibbons

Roll call vote: Commissioner Tauro	Aye
Commissioner Gibbons	Aye
Commissioner Zampella	Aye
Commissioner Mastria	Aye
Commissioner Vigil	Aye
Chairwoman Hulings	Aye

#### RESOLUTIONS – DEFERRED

Resolution 3/17/8 authorizing MMREF expenditure for emergency repairs to 12 inch water main on Mall West Drive between Newport Parkway and Sixth Street

Motioned to approve by Commissioner Zampella

Seconded by Commissioner Gibbons

Commissioner Gibbons discussed a proposed agreement with the developer of Newport to transfer ownership of certain utilities to the City. Newport Mall was built on a hazardous waste site, and the site was not remediated. He expressed concerns about ownership transfer and stated his opinion that “it would not be good to transfer ownership at this time.”

Roll call vote: Commissioner Tauro	Aye
Commissioner Gibbons	Aye
Commissioner Zampella	Aye
Commissioner Vigil	Aye
Commissioner Mastria	Aye
Chairwoman Hulings	Aye

Resolution 3/17/14 authorizing a public hearing and the preparation of an application to the Local Finance Board pursuant to N.J.S.A. 58:26-19 et seq

Motioned to approve by Commissioner Zampella

Seconded by Commissioner Mastria

Commissioner Gibbons asked if the JCMUA Board would have an opportunity to review the agreement, and explained he would like to introduce a matrix into the contract to monitor Suez's performance.

Mr. Farrell explained a process is in place that will be followed, and the JCMUA Board of Commissioners will have an opportunity to review the agreement after the public hearing.

Mr. Borin added the process is moving toward contract extension. There is a seven day public comment period so that members of the public can submit questions/comments to help them understand the contract extension.

Commissioner Zampella asked if there are guidelines concerning proper notice prior to the public hearing.

Mr. Borin replied, "Yes, there is proper public notice."

Roll call vote: Commissioner Tauro	Aye
Commissioner Gibbons	Aye
Commissioner Zampella	Aye
Commissioner Vigil	Aye
Commissioner Mastria	Aye
Chairwoman Hulings	Aye

**COMMUNICATIONS** – Per Mr. Farrell, he's experienced an "interesting start" at the MUA, and Mr. Becht is doing "a great job with the transition." He recommended now would be a good time for Commissioners to ask any questions they may have.

**EXECUTIVE DIRECTOR'S REPORT** – Mr. Becht reported he and Mr. Farrell have been working together about four weeks since the February Commissioners meeting. Certain projects are in the transition process, including the Suez contract extension which is the largest item on their agenda. Mr. Farrell has joined weekly staff meetings and tours of facilities.

**COMMITTEE REPORTS** – Per Mr. Becht, Committees meet at the pleasure of the Chair.

**GENERAL COUNSEL REPORT** – No report per Mr. Borin but he will be happy to answer any questions.

**ITEMS OF UNFINISHED BUSINESS**

**Second and Cole Streets Project** – Mr. Haytas advised that review of the area will be conducted at the beginning of the day as well as at day's end. He reported examination of roads/streets for pot holes has been completed and paving is scheduled to begin the first week in April.

**ITEMS OF NEW BUSINESS**

**Refreshments at Board of Commissioners Meetings** - Commissioner Tauro asked if refreshments/light dinner would continue to be provided at the monthly Commissioners meetings.

Commissioner Zampella discussed the various Boards that generate revenue, meet for much longer periods of time and are not provided dinner. Since the JCMUA Board meets for approximately an hour, "it doesn't seem right" for its members to get dinner when members of other Boards do not.

Mr. Farrell stated this is a Board matter, and all members should be comfortable with the decision concerning refreshments/dinner. He suggested the matter be put to a vote.

Sandwiches/light dinner will provided at Board of Commissioners meetings:

Commissioner Gibbons	Yes
Commissioner Tauro	Yes
Commissioner Mastria	Yes
Commissioner Zampella	No
Commissioner Vigil	Abstention
Chairwoman Hulings	No

Chairwoman Hulings advised sandwiches will continue to be served, and caution will be taken to ensure that only what is needed will be ordered. To avoid leftovers and waste, nothing extra/additional will be ordered.

**Rutgers Municipal Action Team** - Commissioner Gibbons advised he has been working with Rutgers Municipal Action Team involving a grant through PVSC. The term is ending shortly, and Rutgers has provided the MUA with a proposal to extend service for one year. "This is a good service to the City."

Mr. Becht explained the Chair and Vice Chair are scheduled to attend a meeting scheduled for tomorrow concerning this matter.

Per Commissioner Gibbons, Rutgers is requesting the status of the extension in order to continue working with MUA.

Mr. Farrell requested a copy of a report for the Board, and Commissioner Gibbons will request additional copies for distribution. Per Mr. Farrell, the Operations Committee will review the information and report back to the Board with recommendations. He added that, unfortunately, news of tomorrow's meeting was "last minute."

Commissioner Zampella explained the need for Board members to know about meetings, etc. in advance.

**Reservoir** - Commissioner Gibbons attended an Environmental Commission meeting last night concerning the soil conservation district and land slide(s) following Hurricane Irene. Sediment has made its way into the stream that feeds the reservoir. Attendees expressed concern and the situation will be reviewed by the Environmental Commission. He asked if there would be any action by the JCMUA.

Mr. Farrell explained protocols are in place and proper standards are being met.

Commissioner Gibbons discussed development and land clearing in the area, and advised all work is being done in accordance with permits. He suggested installation of monitoring wells between the development and the reservoir as a “good risk management idea,” and advised studies will be conducted.

Per Mr. Becht, this has been discussed with Mr. Farrell. CME will conduct a survey and site visit to determine if there could be any potential adverse impact.

Mr. Harris, CME Associates, reported that a site visit to the development and areas up stream on the Rockaway River has taken place. Deeds and other information are currently being gathered for a survey. The developer is compliant with requirements of Morris County, and a silt fence is in place.

Mr. Becht advised there have been meetings and site visits to make certain there is a barrier. “This has been an issue for four months and we’re on top of it.”

**CSO Network** - Commissioner Gibbons discussed a recent CSO Network meeting he attended. Also in attendance were representatives from various municipal utility authorities in northern New Jersey and Philadelphia. The meeting is held monthly in Hoboken to coordinate various utilities for handling long term control plans and permitting. Last month’s topic was CSO Plus, concerning large infrastructure projects and combining gray and green infrastructure to help address CSO’s. Commissioner Gibbons explained he was the only representative from Jersey City and suggested that Mr. Haytas might also attend. “This is a valuable group.”

Mr. Farrell advised he will plan to attend the next meeting.

Mr. Becht explained there are many environmental groups, and it is not possible for the MUA to send a representative to all of them. The Authority is compliant with the decent decree. The MUA has 18 years to fully comply and is “ahead of the curve.” Mr. Becht would like an opportunity to meet with Mr. Farrell and water and sewer engineering to review DEP and EPA matters.

Following New Business, Commissioner Tauro asked about members of the standing committees for 2017/2018.

Per Mr. Borin, standing committees for the 2017/2018 term are below. He explained that Commissioner Gibbons requested that he not be placed on any committee for 2017/2018.

Operations Committee – Chairwoman Hulings and Commissioner Vigil

Financial Oversight and Audit Committee – Chairwoman Hulings and Commissioner Tauro

Procurement and Contracting Committee – Chairwoman Hulings and Commissioner Zampella

Commissioner Hulings then requested that all emails, etc. from Commissioners to the Executive Director and/or employees include a copy to her and Mr. Farrell.

A discussion followed concerning meeting dates/time. It was recommended that meetings be held on the fourth Thursday of each month at 5 p.m. effective Thursday, April 27, 2017. A vote followed concerning meeting dates and time:

Motioned to approve meeting dates/time as above by Commissioner Gibbons

Seconded by Commissioner Mastria

Roll call vote: Commissioner Tauro	Aye
Commissioner Gibbons	Aye
Commissioner Zampella	Aye
Commissioner Vigil	Aye
Commissioner Mastria	Aye
Chairwoman Hulings	Aye

EXECUTIVE SESSION – None

ADJOURNMENT

The meeting adjourned at 5:23 p.m.

Motioned by Commissioner Tauro

Seconded by Commissioner Gibbons

Unanimously approved by all Commissioners present.

Respectfully submitted,

  
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Judy Rybka  
Recording Secretary