

**JERSEY CITY MUNICIPAL UTILITIES AUTHORITY
MINUTES OF THE BOARD OF COMMISSIONERS MEETING
JANUARY 23, 2014**

CALL TO ORDER - 5:01 PM

In compliance with the Sunshine Laws, Chairwoman Tauro 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, Marie Tauro
Commissioner Gerard M. Balmir, Jr. (arrived 5:20 p.m.)
Commissioner, William Macchi
First Alternate Commissioner, Nicholas Economou
Second Alternate Commissioner, Thomas Gibbons

ABSENT:

Commissioner, Debbie Harris
Commissioner, Lewis W. Matthias

ALSO PRESENT:

Daniel Becht, Esquire, Executive Director
John Folk, CPA, Director of Finance
Frank J. Borin, Esquire, DeCotiis, FitzPatrick & Cole, LLP
Judy Rybka, Recording Secretary
Richard Haytas, P.E., Senior Engineer/Infrastructure Maintenance Supervisor
Krystyna Pawlowska, Administrative Assistant
Kevin Carr, Purchasing Agent
John Hroncich, P.E., United Water
Barbara Gordon, Director of Administration
Dore Carlo, Deputy Executive Director
William Katchen, CPA
Jerome A. Harris, P.E., P.P., CME Associates
Michael McClelland, P.E., P.P., C.M.E., CME Associates

FLAG SALUTE

PUBLIC COMMENT – No public comment

CONSENT AGENDA

Resolution 1/14/1 authorizing transfer of funds for sewer operations

Resolution 1/14/2 authorizing payments of audited claims for sewer operations

Resolution 1/14/3 authorizing transfer of funds and payments of audited claims for water operations

Resolution 1/14/4 authorizing cash disbursements

Resolution 1/14/5 authorizing payments from the capital improvement, project, construction and note funds

Resolution 1/14/6 awarding contract for aqueduct rehabilitation Phase III, JCMUA project number AQR-2013-50

Resolution 1/14/7 awarding contract for Trenton Street sewer separation, JCMUA project number TS-2013-46

Resolution 1/14/8 awarding contract for Newark Avenue sewer separation, JCMUA project number NA-2-13-47

Resolution 1/14/9 awarding contract for Sip Avenue sewer separation, JCMUA project number SA-2013-47

Resolution 1/14/10 amending and closing professional services with Adjusters International for FEMA management services for damage during Superstorm Sandy as an emergency procurement

Resolution 1/14/11 authorizing MMREF expenditure for emergency repair of the South 72 inch steel aqueduct pipe in Lyndhurst

Resolution 1/14/12 authorizing change order number two for rehabilitation of the two 48 inch lower level drain lines and valves at the Boonton Dam project

Resolution 1/14/13 authorizing emergency MMREF expenditure for water main cut and cap at the intersection of Grand Street and Grove Street

Resolution 1/14/14 amending professional engineering services contract for the development of a conceptual design report to rehabilitate the sedimentation tank at the East Side Plant

Resolution 1/14/15 awarding contract for professional engineering services to Hatch Mott MacDonald for Phase 1-2 of the combined sewer capacity and condition assessment study

Resolution 1/14/16 authorizing change orders 8 to 18 for Boonton Gravity Supply Project, JCMUA contract number BGSP-2012-33-W; New Jersey Environmental Infrastructure Trust Project 0906001-008

Resolution 1/14/17 authorizing adoption of 2014 sewer budget

Resolution 1/14/18 authorizing adoption of 2014 water budget

Motioned to approve Resolutions 1/14/1 through 1/14/18 by Commissioner Economou, Seconded by Commissioner Macchi

Roll call vote: Commissioner Gibbons	Yay
Commissioner Economou	Yay
Commissioner Macchi	Yay
Chairwoman Tauro	Yay

EXECUTIVE DIRECTOR'S REPORT

Mr. Becht reported on water main brakes during January, which were addressed by United Water, and advised the Authority was kept informed by United Water through Facebook, Twitter, etc. The MUA will review conditions to determine whether cleaning/lining or replacement would be the more effective/appropriate means to eliminate future water main brakes. Mr. Becht advised more funds than in the past will be allocated to address water main brakes and funding is available through the NJ Infrastructure Trust for this purpose. "We're looking to beef up the system to make certain there are no water main brakes in the future."

Mr. Becht reported meetings were held with Mayor Fulop, the Office of Emergency Management and other City officials/agencies regarding security matters during the upcoming Super Bowl. Both football teams will be staying at Jersey City hotels. Two table top drills were held to address terrorism and other more "common" issues. The JCMUA will have additional personnel on duty a week prior to the Super Bowl and during Super Bowl weekend. Overtime has been authorized. United Water is also making security preparations to address the possibility of terrorist threats, water main brakes, sewer failures and other security issues. "We're preparing for anything and everything."

GENERAL COUNSEL REPORT

Mr. Borin reported that Commissioners received a copy of the letter from consulting engineers, CME Associates, regarding the Janice Douglas/136 South Street matter. Upon review of various documents (list of documents reviewed attached to the letter),

CME determined the problem was with the lateral at Ms. Douglas's property and therefore the homeowner's responsibility. Mr. Haytas communicated these findings in writing to Ms. Douglas.

INTRODUCTION - NEW ENGINEERING FIRM

Mr. McClelland introduced himself and Mr. Jerome Harris with the engineering firm of CME Associates, consulting and municipal engineering. Mr. McClelland advised both he and Mr. Harris will provide services to the JCMUA. Other partners with the firm may also provide services from time to time during the year. "We're looking forward to working with the JCMUA."

INTRODUCTION - NEW CPA

William Katchen introduced himself and stated he, too, is looking forward to working with the JCMUA.

Mr. Becht advised he met with Mr. Katchen and CME to bring them "up to speed" about the agency. "We're looking forward to working with them." He further advised that Donohue, Girona and Doria, CPA's, will continue to provide accounting and auditing services as the Authority transitions to the new CPA firm.

Commissioner Macchi asked for an explanation of forensic accounting.

Mr. Katchen explained that forensic accounting involves a review of every transaction to determine appropriateness. Standard auditing services do not review all transactions.

GENERAL DISCUSSION

Commissioner Gibbons led a discussion regarding the audit of United Water. Mr. Becht advised an extension of two weeks has been requested. The City will receive a report and the MUA, City and United Water will discuss the findings.

Commissioner Gibbons discussed the green/environmental committee, new discharge requirements, storm water legislation and incentives for responsible development.

DISCUSSION OF RESOLUTIONS

Commissioner Balmir arrived at 5:20 p.m. and was not present during the vote on the consent agenda and had questions/comments on the Resolutions below.

Resolution 1/14/4 authorizing cash disbursements

Commissioner Balmir asked the service provided by the Shauger Group (check 3644 in the amount of \$89,387.32).

Mr. Becht explained services involved rehab of the back building following Superstorm Sandy (replacement of roof and bricks) and advised the work is completely done. Ms. Gordon added this was the final payment.

Resolution 1/14/9 awarding contract for Sip Avenue sewer separation, JCMUA project number SA-2013-47

Commissioner Balmir questioned line 28 of the bid tabulation, “maintenance and protection of traffic.”

Mr. Haytas explained police presence and traffic management is required while work is being performed.

Mr. Becht added, the JCMUA has no control over police costs but street crossing guards may be deputized for the future in an effort to reduce police and traffic management costs. Additionally, the Authority is attempting to perform maintenance and repairs with its own crews in an effort to reduce these costs as well.

Commissioner Balmir asked if this low bid might present a problem, and Mr. Haytas advised that Remington, Vernick & Arango have signed off on it.

Resolution 1/14/14 amending professional engineering services contract for the development of a conceptual design report to rehabilitate the sedimentation tank at the East Side Plant Commissioner Balmir commented on the seven engineers on the project.

Mr. Haytas explained this involved a variety of aspects and the expertise of several different engineering specialties was required.

Mr. Becht advised the contract was reduced by over 50 percent.

Prior to adjournment, Commissioner Gibbons requested that Commissioner’s meeting packages contain the agenda in addition to the list of Resolutions. Per Mr. Borin, agendas will be distributed with packages in the future.

ADJOURNMENT

The meeting adjourned at 5:47 p.m.

Motioned by Chairwoman Tauro

Seconded by Commissioner Macchi

Unanimously approved by all remaining Commissioners present.

Respectfully submitted,


Judy Rybka
Recording Secretary