

MINUTES OF THE ORGANIZATION AND REGULAR MEETING OF THE MIDDLESEX COUNTY UTILITIES AUTHORITY – THURSDAY, FEBRUARY 25, 2016 – 4:30 P.M.

A Regular Meeting and Organization Meeting of the Middlesex County Utilities Authority was held at the Authority Board Room, Main Street Extension, Sayreville, New Jersey on Thursday, February 25, 2016.

Notices of the meeting were mailed to the three counties and the News Media - The Courier News, The Star Ledger and The Home News Tribune in compliance with the Open Public Meetings Law.

The meeting was called to order by Chairman Ted Light at 4:30 P.M.

Present were: Chairman Ted Light; Commissioners: Jerome Convery, Antonio Cruz, Allan Jacobs, Joseph Juliano, Raymond Murray and James Zullo.

Absent were: Vice Chairman John Wiley; Commissioners: Linda Carter, Wayne Hamilton and Robert Karabinchak.

Also present were: Executive Director, Richard L. Fitamant; John Hoffman, Esq., General/Construction Counsel; Dan Tanzi, Wastewater Division Manager and Karen Sissick, Comptroller.

OATH OF OFFICE

Mr. John Hoffman, Esq. administered the Oath of Office to Allan Jacobs. The Board congratulated Commissioner Jacobs on his appointment as Commissioner.

ELECTION OF OFFICERS

The first order of business was the Election of Officers for the year 2016. Mr. John Hoffman, Esq. stated that nominations were in order for the election of Chairman of the Middlesex County Utilities Authority for the year 2016.

Commissioner Murray nominated Ted Light to the position of Chairman. Commissioner Zullo seconded the nomination.

There being no other nominations, John Hoffman asked for a motion to close the nominations and to appoint Ted Light as Chairman. Motion was made by Commissioner Murray, seconded by Commissioner Cruz and carried.

The next order of business was for the Election of Office for the position of Vice Chairman for the year 2016. John Hoffman asked for nominations for the position of Vice Chairman. Chairman Light nominated Commissioner Wiley and the nomination was seconded by Commissioner Zullo. There being no other nominations, John Hoffman asked for a motion to close the nominations and to appoint John Wiley as Vice Chairman. Motion was made by Commissioner Cruz, seconded by Commissioner Zullo and carried.

ORGANIZATION MEETING

PUBLIC PORTION ON RESOLUTIONS FOR ORGANIZATION MEETING

Chairman Light asked if any members of the public wished to address the Board. There were no members of the Public that wished to be heard.

Mr. Fitamant explained to the Board that most of the Professional Service appointments for consideration during the reorganization meeting will exceed a value of \$17,500.00 requiring the procedure under the Pay to Play Act to be followed. The Fair and Open process under the Act was used to procure the professional services.

RESOLUTIONS

Resolution A-2-16-01-A

Annual Appointment of Authority Officers/Executives - 2016

Resolution SW/WW-2-16-02-A

Annual Appointment of General and Construction Counsel – 2016 – Wilentz, Goldman & Spitzer

Resolution SW/WW-2-16-03-A

Annual Appointment of Supplemental Counsel – 2016 – Hoagland, Longo, Moran, Dunst & Doukas, LLP.

Resolution WW-2-16-04-A

Annual Appointment of Consulting Engineer – Wastewater Division – 2016 – R3M Engineering, Inc.

Resolution WW-2-16-05-A

Annual Appointment of Auditor – Wastewater Division – 2016 – Wiss & Company, LLP.

Resolution SW-2-16-06-A

Annual Appointment of Auditor – Solid Waste Division - 2016 - Wiss & Company, LLP.

Resolution SW-2-16-07-A

Annual Appointment of Consulting Engineer – Solid Waste Division – 2016 – CME Associates

Resolution A-2-16-08-A

Annual Designation of Official Depositories of the Middlesex County Utilities Authority

Resolution A-2-16-9-A

Annual Designation of Annual and Regular Meetings of the Middlesex County Utilities Authority

Resolution A-2-16-10-A

Annual Designation of Official Newspapers of the Middlesex County Utilities Authority

Resolution A-2-16-11-A

Annual Appointment of Public Agency Compliance Officer

Resolution No. A-2-16-12-A
Resolution of Appreciation

Mr. Fitamant reported to the Board that this resolution is to acknowledge Commissioner Cohen and his services to the MCUA as Commissioner.

The above resolutions were presented and moved for adoption by Commissioner Convery. The motion was seconded by Commissioner Juliano and the following members voted Aye:

Chairman Light, Commissioners: Convery, Cruz, Hamilton, Jacobs, Juliano, Murray and Zullo.

Nays: None

(See Appendix Nos. 1 through 12)

REGULAR MEETING

APPROVAL OF MINUTES

Motion for approval of the Minutes of the Regular Meeting of Thursday, January 28, 2016 was made by Commissioner Convery, seconded by Commissioner Juliano and carried.

Abstain: Chairman Light; Commissioners: Cruz, Jacobs and Zullo.

PUBLIC ON RESOLUTIONS

Chairman Light asked if anyone from the audience would like to address the board on any of the Resolutions. There were no members of the public that wished to address the Board.

RESOLUTIONS

Resolution No. SW/WW-2-16-1-R

Contract Award for Engineering Consultant to Provide Continuing and Additional Engineering Services Related to Electrical Power Distribution System Modeling and Analysis – Schweitzer Engineering Laboratories, Inc. – Not to Exceed \$192,800.00

Mr. Fitamant reported that the Fair and Open process of the pay to play act was followed and the MCUA received three (3) responses to a Request for Qualifications with staff determining Schweitzer Engineering Laboratories being the most qualified for engineering services for electrical power distribution system modeling and analysis. Staff is recommending the award to Schweitzer Engineering in the amount of \$932,800 with an initial authorized funding amount of \$192,800 for the first year.

Mr. Fitamant further pointed out that funding will be increased as services are needed.

Resolution No. WW-2-16-2-R

Contract Award – Engineering Services During Construction of Contract 14-3-2(EPS)/Restoration and Flood Mitigation of Edison Pump Station – Hatch Mott MacDonald – Not to Exceed \$2,986,936.40

Mr. Fitamant reported that the Fair and Open process of the pay to play act was followed and the MCUA received a sole response from Hatch Mott MacDonald for engineering services during the construction of the Edison Pump Station Project. This is a \$35 million construction project which includes the flood wall and rebuilding of the electrical equipment.

Resolution No. WW-2-16-3-R

Contract Bid Award – Contract 16-1-1(AC) Annual Inspection and Maintenance of Overhead Cranes 2016-2017 – Not to Exceed \$151,004.50

Mr. Fitamant reported that two (2) bids were received. The lower bid of Moye Handling Systems had a fatal defect, therefore the bid will be awarded to the second bidder; Sissco Material Handling.

Resolution No. WW-2-16-4-R

Contract Bid Award – Contract 16-1-2(CTP)/Supply & Delivery of Catalog Purchased Power Train Parts and Supplies 2016-2017 – Kaman Industrial Technologies Corp – Not to Exceed \$200,000.00 and Motion Industries – Not to Exceed \$200,000.00

Mr. Fitamant stated that this resolution is for Catalog Purchased Power Train Parts and Supplies. Motion Industries is offering a 20% discount and Kaman Industrial Technologies Corp is offering a 15% discount. The Authority is looking to award to both vendors.

Resolution No. WW-2-16-5-R

Contract Award – Repair Parts Service for Scarab 2016 – Scarab International, LLP – Not to Exceed \$35,000.00

Resolution No. WW-2-16-6-R

Authorization to Extend Contract Term to March 31, 2017 – Contract 15-1-1(AC)/Stand-By Services for the Beneficial Use or Disposal of Wastewater Residuals 2015-2016 – Environmental Protection & Improvement Company, LLC.

Resolution No. WW-2-16-7-R

Change Order No. 1 to Contract No. 13-8-1(AC) – Prequalified Security Guard Services 2015-2016 – DMS Systems, Inc. – Not to Exceed \$72,906.02

Resolution No. WW-2-16-8-R

Amendment No. 1 to Agreement for Pipeline Structural Engineering Services 2015 – Pure Engineering Services, Inc.

This resolution is for a no cost time extension through April 30, 2016.

Resolution No. WW-2-16-9-R

Middlesex County Utilities Authority wastewater Division Central Treatment Plant Electrical Upgrades Project 2016 - NJEIT Loan - NJDEP Project No. S340699-15 – Resolution Authorizing the Execution and Delivery of Loan Agreements Relating to a Wastewater Division Loan to be Executed by the Middlesex County Utilities Authority and Each of the New Jersey Environmental Infrastructure Trust and the State of New Jersey, Acting by and through the Department of Environmental Protection, and Further Authorizing the Execution and Delivery of an Escrow Agreement, all pursuant to the 2016 New Jersey Environmental Infrastructure Trust Financing Program

Mr. Fitamant reported that this resolution deals with financing through NJEIT and authorizes the execution of loan documents that were previously authorized.

Resolution No. SW/WW-2-16-10-R

Agreement for Engineering Services Related to the Landfill Gas System for The Solid Waste and Wastewater Divisions – Cornerstone Engineering Group, LLC. – Not to Exceed \$309,124.00

Mr. Fitamant reported that the Fair and Open process of the pay to play act was followed and the MCUA received four (4) responses. This work was formerly done by CDM, but they did not respond to the RFQ. After review of the Request for Qualifications, staff deemed Cornerstone to be the most qualified.

Resolution No. SW/WW-2-16-11-R

Agreement for Land Surveying Services – Kurtz Consulting Engineers and Planners, PC – Not to Exceed \$207,000.00

Mr. Fitamant reported that the Fair and Open Procurement process was followed to select a consultant to provide Land Surveying Services and the MCUA received two (2) responses. Kurtz Consulting Engineers was deemed to be most qualified and was requested to provide a proposal for services and is recommended to be awarded a contract for land surveying services.

Resolution No. SW-2-16-12-R

Agreement for Engineering Services Related to Various Permitting and Monitoring Services for the Solid Waste Division – French & Parrello Associates, PA – Not to Exceed \$344,570.00

Mr. Fitamant reported that the Fair and Open process of the pay to play act was followed for a consultant to provide various permitting services. The MCUA received four (4) responses and is looking to continue with French and Parrello Associates.

Resolution No. SW/WW-2-16-13-R

Agreement for Public Relations Services Extraordinary Unspecifiable Services – CN Communications International, Inc. – Not to Exceed \$75,000.00

Mr. Fitamant reported that the Fair and Open process was followed for selection of a Public Relations Firm. CN Communications was the sole firm to respond to the RFQ and is recommended to continue with CN Communications.

Resolution No. SW-2-16-14-R

Amendment No. 1 (No Cost) to Agreement for 2015 Annual Appointment of Consulting Engineer for the Solid Waste Division – CDM Smith, Inc.

Mr. Fitamant reported that this resolution is for a no cost amendment to the MCUA's current agreement with CDM Smith through May 2016 to allow CDM to finalize outstanding work.

Resolution No. SW/WW-2-16-15-R

Amendment No. 1 (No Cost) to Agreement for Engineering Services Related to the Landfill Gas System for the Solid Waste and Wastewater Divisions – CDM Smith, Inc.

Mr. Fitamant reported that this resolution is for a no cost amendment to the MCUA's current agreement with CDM Smith through May 2016 to allow CDM to finalize outstanding work.

Resolution No. SW-2-16-16-R

Authorization to Execute Agreements for Tier One Solid Waste Disposal Services with Private Haulers and Generators

Resolution No. WW-2-16-17-R

Resolution Consenting to the Proposed Water Quality Management Plan Amendment Entitled-Federal Business Centers, Inc. (Disbrow Hills Development)

The above resolutions were presented and moved for adoption by Commissioner Convery. The motion was seconded by seconded by Commissioner Murray and the following members voted Aye:

Chairman Light; Commissioners: Convery, Cruz, Hamilton, Jacobs, Juliano, Murray and Zullo.

Nays: None

NEW BUSINESS

Mr. Fitamant informed the Commissioners of a Public Hearing with regard to the Sayreville Pump Station Rehabilitation Project that will be held before the Sayreville Planning Board on March 2, 2016. Mr. Samuels, R3M Engineering went over his project presentation with the Board and answered questions.

EXECUTIVE SESSION

A motion was made by Chairman Light to enter into Executive Session, seconded by Commissioner Convery and carried.

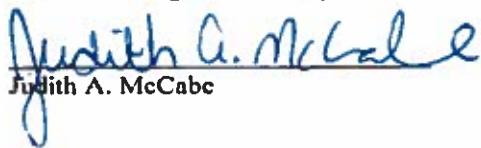
Upon completion of the Executive Session, Mr. Hoffman, Esq. reported that during Executive Session, discussions of Spectraserv Litigation took place. No action will be taken on this matter today.

A copy of the Wastewater Division and Solid Waste Division Bill Lists were distributed to the Commissioners.

Chairman Light reported that the next board meeting will be held on March 24, 2016 at 4:00 p.m.

There being no further business, Chairman Light called for a motion to adjourn. Motion was made by Commissioner Convery at 5:30 p.m., seconded by Commissioner Murray and carried.

I hereby certify that these minutes are a true and accurate summary of that which transpired at the MCUA board meeting of February 25, 2016 at which I was present.


Judith A. McCabe