

THE SOUTHEAST MORRIS COUNTY MUNICIPAL UTILITIES AUTHORITY

MEETING MINUTES

NOVEMBER 10, 2016

The Regular Meeting of The Southeast Morris County Municipal Utilities Authority (the "Authority") was held on Thursday, November 10, 2016, at 7:00 PM prevailing time in the Board Room at the offices of the Authority at 19 Saddle Road, Cedar Knolls, New Jersey.

The Chairman called the meeting to order at 7:00 PM and read the attached statement of Public Notice (Sunshine Law) and caused same to be entered into the minutes of the meeting.

ROLL CALL

PRESENT: Chairman Iannaccone; Members Baldassari, Dougherty, Johnson, Kissil, Schimpf and Rotando

ABSENT: Member Conradi

MOTION APPROVING MINUTES OF OCTOBER 20, 2016

Copies of the minutes of the meeting held on October 20, 2016, were distributed to the members prior to the meeting for review and comment. Member Johnson moved that the minutes be adopted. Member Schimpf abstained. Member Dougherty seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Iannaccone; Members Baldassari, Dougherty, Johnson, Kissil and Rotando

NOES: None

ABSTAINS: Member Schimpf

COMMUNICATIONS

October 31, 2016 – Morristown Green article, "Rain, rain, do NOT stay away: Drought precautions for Greater Morristown".

RESOLUTION – APPROVAL OF NOVEMBER 2016 LIST OF BILLS

Copies of the bill list for November 2016 were distributed to the members prior to the meeting for comment and approval. Member Baldassari moved to approve the list of bills and offered the following resolution:

RESOLUTION NO. 85-16

RESOLUTION AUTHORIZING PAYMENT OF LIST OF BILLS FOR NOVEMBER 2016

"COPY ANNEXED"

Member Dougherty seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Iannaccone; Members Baldassari, Dougherty, Johnson, Kissil, Schimpf and Rotando

NOES: None

OTHER BUSINESS

A. Resolution Awarding Contract for Fixed Radio Network Meter Interface Units

The Board reviewed a memorandum from the Information Technology Manager dated November 7, 2016 recommending award of a contract for fixed radio network meter interface units to KP Electronics for its low, responsive and responsible bid submitted on November 3, 2016 in the not to exceed amount of \$66,175. The Treasurer has certified that the amount of this contract, to be expended in 2017, is subject to funds being available in the 2017 Budget. Member Baldassari offered the following resolution:

RESOLUTION NO. 86-16

RESOLUTION AWARDING CONTRACT FOR FIXED RADIO NETWORK METER INTERFACE UNITS

"COPY ANNEXED"

Member Dougherty seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Iannaccone; Members Baldassari, Dougherty, Johnson, Kissil, Schimpf and Rotando

NOES: None

B. Resolution to Amend 2016 Approved Capital Budget

The Board reviewed a memorandum dated November 8, 2016 from the Manager of Finance requesting authorization to amend the 2016 Capital Budget. The resolution would authorize the transfer of money in the 2016 Capital Budget in order to cover the cost of the emergency generator project above what was received from the Federal Emergency Management Agency grant with no change to the total 2016 Capital Budget. The approved resolution will be sent to the New Jersey Division of Local Government Services. Member Baldassari offered the following resolution:

RESOLUTION NO. 87-16

RESOLUTION TO AMEND 2016 APPROVED CAPITAL BUDGET

"COPY ANNEXED"

Member Dougherty seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Iannaccone; Members Baldassari, Dougherty, Johnson, Kissil, Schimpf and Rotando

NOES: None

C. Resolution to Amend 2016 Approved Budget

The Board reviewed a memorandum dated November 8, 2016 from the Manager of Finance requesting authorization to amend the 2016 Budget. Mr. Maggio stated that, in 2016, the Authority received grants for two different projects. One grant was from Statewide Insurance Fund for \$1,389.88 that was put toward upgrades to the fire alarm system, and one grant was from the Federal Emergency Management Agency for \$321,500 that is being put toward an emergency generator project. The resolution to amend the 2016 approved budget will allow the Authority to recognize the revenue from these grants and sets up the appropriations on the already approved 2016 budget. The approved resolution will be sent to the New Jersey Division of Local Government Services. Member Baldassari offered the following resolution:

RESOLUTION NO. 88-16

RESOLUTION TO AMEND 2016 APPROVED BUDGET

“COPY ANNEXED”

Member Dougherty seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Iannaccone; Members Baldassari, Dougherty, Johnson, Kissil, Schimpf and Rotando

NOES: None

D. Resolution Authorizing Closed Session Discussion

Chairman Iannaccone stated that the following Agenda item may be held in closed session pursuant to subsection 4 of Section 12b of the Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.):

1. IBT Local 469 Contract Negotiations

The Chairman then moved the following resolution:

RESOLUTION NO. 89-16

RESOLUTION AUTHORIZING CLOSED SESSION DISCUSSIONS

“COPY ANNEXED”

Member Baldassari seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Iannaccone; Members Baldassari, Conradi, Dougherty, Kissil, Rotando and Schimpf

NOES: None

[CLOSED SESSION MEETING FOLLOWED]

[RESUMPTION OF PUBLIC MEETING]

REPORTS

Copies of the following reports were distributed to the Members for review and comment and a discussion ensued as to each item:

- A. Executive Director/Chief Engineer – October 2016
- B. Superintendent – October 2016
- C. Information Technology – October 2016
- D. Finance – October 2016

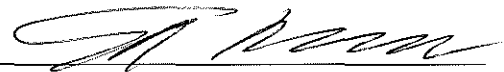
PUBLIC DISCUSSION

Chairman Iannaccone stated the next portion of the meeting was set aside for public discussion. No one from the public was present. The Chairman then closed the public portion of the meeting.

ADJOURNMENT

There being no further business, Member Baldassari moved that the meeting be adjourned. Member Dougherty seconded the motion. The meeting adjourned at 7:35 PM.

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY



SIDNEY D. WEISS
Assistant Secretary



Southeast Morris County Municipal Utilities Authority

19 SADDLE ROAD • CEDAR KNOLLS, NEW JERSEY 07927 • TEL 973-326-6880 • FAX 973-326-9521

Resolution No. 85-16

RESOLUTION AUTHORIZING PAYMENT OF NOVEMBER 2016 LIST OF BILLS

BE IT RESOLVED that authorization is hereby granted to make payment of the following list of bills:

OPERATING FUND

Total Salary and Wages \$ 122,655.41

Total Operating Fund Checks and Wire Transfers \$ 310,587.75

GENERAL FUND/SPECIAL ACCOUNT \$ 25,692.87

TOTAL OF NOVEMBER 2016 LIST OF BILLS \$ 458,936.03

ATTEST:

SIDNEY D. WEISS, Assistant Secretary

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY

SAVERIO C. IANNACCONI, Chairman

Dated: November 10, 2016

Board Members

Morristown:

Mary Dougherty
Donald Kissil

Morris Township:

Dennis Baldassari
Alan Johnson

Morris Plains:

William Conradi
Ralph R. Rotando

Hanover Township:

Saverio C. Iannaccone
Adolf Schimpf

Executive Director/Chief Engineer: Laura Cummings, P.E.

Superintendent: Paul A. Kozakiewicz

TREASURER'S CERTIFICATION

I hereby certify that there are sufficient funds available (\$458,936.03) for payment of the resolution entitled Resolution Authorizing Payment of November 2016 List of Bills in the Authority's 2016 Operating Budget.



CHARLES MAGGIO, Treasurer

Dated: November 10, 2016

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on Thursday, November 10, 2016, at a meeting duly convened of said Authority.



SIDNEY D. WEISS, Assistant Secretary

Dated: November 10, 2016



Southeast Morris County Municipal Utilities Authority

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Resolution No. 86-16

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR FIXED RADIO NETWORK METER TRANSMISSION UNITS

WHEREAS, the Authority advertised for public bids pursuant to the Local Public Contracts Law in connection with a fixed radio network meter transmission units; and

WHEREAS, one bid was received on November 3, 2016; and

WHEREAS, the bid has been reviewed by the Information Technology Manager as set forth in a memorandum dated November 7, 2016, a copy of which memorandum is annexed hereto; and

WHEREAS, the Information Technology Manager has recommended that the contract be awarded to KP Electronics, Inc., for its low bid of \$66,175; and

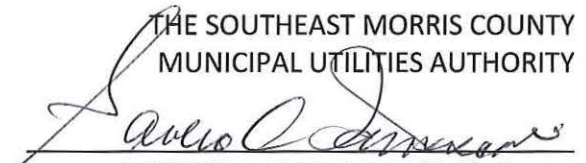
WHEREAS, the Treasurer has certified that the funds for this contract are to be expended in 2017 and are subject to availability in the 2017 Budget; and

NOW THEREFORE, BE IT RESOLVED by The Southeast Morris County Municipal Utilities Authority as follows:

1. That the contract be awarded to the low bidder, KP Electronics, Inc., for its bid in the amount of \$66,175.
2. That the appropriate officers of the Authority be and they are hereby authorized and directed to execute a contract with regard to said project on behalf of the Authority in the manner provided by law.
3. That the contract be limited to the maximum amount of bid and the term of one year beginning ten days after signing the contract.

ATTEST:


SIDNEY D. WEISS, Assistant Secretary

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY

SAVERIO C. IANNACCONI, Chairman

Dated: November 10, 2016

Board Members

Morristown:
Mary Dougherty
Donald Kissil

Morris Township:
Dennis Baldassari
Alan Johnson

Morris Plains:
William Conradi
Ralph R. Rotando

Hanover Township:
Saverio C. Iannaccone
Adolf Schimpf

Executive Director/Chief Engineer: Laura Cummings, P.E.

Superintendent: Paul A. Kozakiewicz



Southeast Morris County Municipal Utilities Authority

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MEMORANDUM

TO: Laura Cummings, Executive Director/Chief Engineer
FROM: Nicholas Buono, IT Manager
CC: Paul A. Kozakiewicz, Superintendent
Sidney D. Weiss, General Counsel
Charles Maggio, Manager of Finance
Re: **Contract for Fixed Radio Network Meter Transmission Units**
DATE: November 7, 2016

KP Electronics, Inc. of Horsham, PA was the sole vendor who submitted a bid on November 3rd, 2016 for the Fixed Radio Network Meter Transmission Units (MTU).

The contract was for the purchase of the following equipment:

- Single Register Wall and Pit mounted MTU (typically for residential installations)
- Dual Register Wall and Pit mounted MTU (typically for commercial installations)
- MTU programmers

This contract will provide MTUs for:

- MTU installs to commercial account single/compound meters
- MTU installs to new meter pits for new home construction
- MTU spares and replacements

The contract is a unit price contract for materials "as needed". The total contract amount is for Sixty-six thousand one hundred seventy five dollars (\$66,175.00).

I recommend the purchase of said equipment, and submit for approval by yourself and the Authority's Board.


TREASURER'S CERTIFICATION

I hereby certify funds for payment of a contract with KP Electronics, Inc. for fixed radio network meter interface units as follows:

1. In 2017, funds will be available in the amount of \$66,175 subject to the approval of the 2017 Budget.

The total maximum amount of this contract will not exceed \$66,175. This item will be charged to Accounts:

1. To Be Assigned: 2017 Automatic Meter Reading Equipment; and
2. 02-00-500-343: 2014 Automatic Meter Reading Equipment.



CHARLES MAGGIO, Treasurer

DATED: November 10, 2016

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on Thursday, November 10, 2016, at a meeting duly convened of said Authority.


SIDNEY D. WEISS, Assistant Secretary

Dated: November 10, 2016



Southeast Morris County Municipal Utilities Authority

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Resolution No. 87-16

RESOLUTION TO AMEND 2016 APPROVED CAPITAL BUDGET

WHEREAS, the Authority has approved the 2016 Capital Budget on December 17, 2015; and

WHEREAS, the Authority finds it necessary to amend the 2016 approved Capital Budget as follows:

	<u>From</u>	<u>To</u>
FACILITY IMPROVEMENTS		
Headquarters – Facility Upgrade Phased Construction	\$300,000.00	\$0.00
Subtotal	\$535,000.00	\$235,000.00
TRANSMISSION AND DISTRIBUTION		
Storage Tank Rehabilitation, Site Improvements and Inspection Services	\$1,050,000.00	\$950,000.00
Subtotal	\$1,484,000.00	\$1,384,000.00
TREATMENT AND PUMPING		
Emergency Power: Design and Construction	\$0.00	\$400,000.00
Subtotal	\$568,500.00	\$968,500.00
TOTAL	\$3,286,200.00	\$3,286,200.00

NOW, THEREFORE BE IT RESOLVED, by the Board of The Southeast Morris County Municipal Utilities Authority that the 2016 Capital Budget is hereby amended as detailed above, and

Board Members

Morristown:
Mary Dougherty
Donald Kissil

Morris Township:
Dennis Baldassari
Alan Johnson

Morris Plains:
William Conradi
Ralph R. Rotando

Hanover Township:
Saverio C. Iannaccone
Adolf Schimpf

Executive Director/Chief Engineer: Laura Cummings, P.E.


Superintendent: Paul A. Kozakiewicz

BE IT FURTHER RESOLVED, that the Board's Secretary is hereby directed to submit a copy of this Resolution to the Director of Local Government Services for approval as part of The Southeast Morris County Municipal Utilities Authority's 2016 Capital Budget.

ATTEST:

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY


SIDNEY D. WEISS, Assistant Secretary


SAVERIO C. IANNACCONI, Chairman

Dated: November 10, 2016


Governing Body Member:

Recorded Vote

	Aye	Nay	Abstain	Absent
Baldassari, Dennis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Conradi, William	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dougherty, Mary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Iannaccone, Saverio	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Johnson, Alan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kissil, Donald	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rotando, Ralph	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schimpf, Adolf	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on Thursday, November 10, 2016, at a meeting duly convened of said Authority.


SIDNEY D. WEISS, Assistant Secretary

Dated: November 10, 2016



Southeast Morris County Municipal Utilities Authority

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Resolution No. 88-16

RESOLUTION TO AMEND 2016 APPROVED BUDGET

WHEREAS, the Authority has approved the 2016 Budget on December 17, 2015; and

WHEREAS, the Authority finds it necessary to amend the 2016 approved Authority Budget, as follows:

Anticipated Revenue:	From:	To:
Non-Operating Revenues:		
Grants & Entitlements:		
Federal Emergency Management Agency Grant	\$0.00	\$321,500.00
Statewide Insurance Fund Risk Control Grant	\$0.00	\$ 1,389.88
Total Grants and Entitlements:	\$0.00	\$322,889.88
Total Non-Operating Revenues	\$12,000	\$334,889.88
Total Anticipated Revenues	\$14,200,851	\$14,523,740.88
Budgeted Appropriations:		
Non-Operating Appropriations		
Hazard Mitigation – Generators	\$0.00	\$371,443.00
Security and Alarm System	\$0.00	\$ 1,389.88
Total Non-Operating Appropriations	\$2,521,720	\$2,894,552.88
Total Appropriations	\$14,942,076	\$15,314,908.88
Total Appropriations & Accumulated Deficit	\$14,942,076	\$15,314,908.88
Less: Total Unrestricted Net Assets Utilized	\$741,225	\$791,168
Net Total Appropriations	\$14,200,851	\$14,523,740.88

Board Members

Morristown:
Mary Dougherty
Donald Kissil

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Alan Johnson

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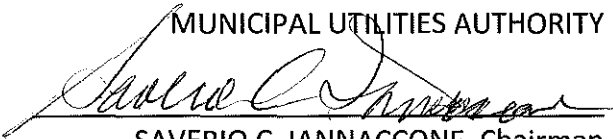
Superintendent: Paul A. Kozakiewicz

NOW, THEREFORE BE IT RESOLVED, by the Board of The Southeast Morris County Municipal Utilities Authority that the 2016 Budget is hereby amended as detailed above, and

BE IT FURTHER RESOLVED, that the Board's Secretary is hereby directed to submit a copy of this Resolution to the Director of Local Government Services for approval as part of The Southeast Morris County Municipal Utilities Authority's 2016 Budget.

ATTEST:


SIDNEY D. WEISS, Assistant Secretary

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY

SAVERIO C. IANNACCONI, Chairman

Dated: November 10, 2016

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Baldassari, Dennis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Conradi, William	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dougherty, Mary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Iannaccone, Saverio	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Johnson, Alan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kissil, Donald	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rotando, Ralph	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schimpf, Adolf	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

CERTIFICATION

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SIDNEY D. WEISS, Assistant Secretary

Dated: November 10, 2016



Southeast Morris County Municipal Utilities Authority

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Resolution No. 89-16

RESOLUTION AUTHORIZING CLOSED SESSION DISCUSSIONS

RESOLVED that discussion of:

1. IBT Local 469 Contract Negotiations

be held in closed session pursuant to subsection 4 of Section 12b of the Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.); and be it further

RESOLVED that since the discussions are to be conducted in closed session as permitted by the Act, and may involve questions of attorney/client privilege, it is not known at this time when, or if, the contents of the discussions may be disclosed.

ATTEST:



SIDNEY D. WEISS, Assistant Secretary

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY



SAVERIO C. IANNACCONI, Chairman

Dated: November 10, 2016

Board Members

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Executive Director/Chief Engineer: Laura Cummings, P.E.

Superintendent: Paul A. Kozakiewicz

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SIDNEY D. WEISS, Assistant Secretary

Dated: November 10, 2016