

MINUTES OF REGULAR MEETING

FEBRUARY 6, 2018

The Regular Meeting of the Morris County Municipal Utilities Authority was held on February 6, 2018 at 7:16 p.m. in the First Floor Conference Room at the MCMUA Offices located at 214A Center Grove Road, Randolph, New Jersey. The necessary notice of this meeting was published according to the law.

Chairman Hudzik requested a roll call.

PRESENT: Mr. James Barry, Mr. Christopher Dour, Mr. Frank Druetzler, Mr. William Hudzik, Mr. Fletcher Platt, and Ms. Laura Szwak

ABSENT: Dr. Dorothea Kominos, Dr. Arthur Nusbaum

Also present were Larry Gindoff, Executive Director; Andrew Holt, MCMUA Consulting Engineer; Michael McAloon, Suburban Consulting Engineers; Larry Kaletcher, Treasurer; Christopher Falcon, Esq., Maraziti Falcon LLP; James Deacon, Solid Waste Coordinator; and Kathleen Hourihan, District Recycling Coordinator.

Chairman Hudzik asked for the Board's approval of the Minutes of the Regular Meeting as well as the Closed Session Minutes dated January 9, 2018.

MOTION: Mr. Dour made a Motion to approve the Minutes of the Regular Meeting and the Closed Session Minutes of January 9, 2018 and Ms. Szwak seconded the Motion.

Ms. Szwak mentioned that in the last sentence of the first paragraph in the Correspondence Section on page 3, there appears an error in that the word "no" is missing. As such the word "no" should be inserted into the last sentence and should read, ". . . was sampling that that he no longer needs to." Mr. Hudzik asked for a roll call for the approval of the minutes, as amended per the previously discussion, for both the open and closed meeting.

ROLL CALL: AYES: 6 NAYES: NONE ABSTENTIONS: NONE

TREASURER'S REPORT:

Mr. Kaletcher presented the Treasurer's Report for the Solid Waste Operating, Water Operating for the month of January 2018. Also included are the Comparative Balance Reports for both Solid Waste and Water for the month of January 2018 and an investment report which indicates no new investments for the month of January. These reports have been incorporated in these Minutes.

Chairman Hudzik asked the Board for a Motion to accept the Treasurer's Report:

MOTION: Mr. Platt made a Motion to accept the Treasurer's Report and Mr. Barry seconded the Motion.

ROLL CALL: AYES: 6 NAYES: NONE ABSTENTIONS: NONE

Chairman Hudzik asked for the Board's approval of the vouchers:

BILL RESOLUTION NO. 18-17

BE IT HEREBY RESOLVED that the bills as shown on the SCHEDULE OF WARRANTS all having been approved by the Board of officials where legally required, be and the same are hereby paid. The SCHEDULE OF WARRANTS designated as Bill Resolution No. 18-17 containing 7 pages for a total of \$3,257,083.97 dated and made a part hereof by reference.

SUMMARY

CHECK NUMBERS

WATER OPERATING FUNDS	4063-4101	\$	243,343.33
SOLID WASTE OPERATING	8432-8546	\$	<u>3,013,740.64</u>
		\$	3,257,083.97

CERTIFICATION

I hereby certify that all vouchers listed above have been reviewed and found to be in proper form for payment, and I have compared the SCHEDULE OR WARRANTS to the vouchers for payment and have determined it to be correct.

DATE: February 6, 2018

BOARD CHAIRMAN APPROVAL

William Hudzik, Chairman

SIGNED: _____
Marilyn Regner, Secretary

TREASURER'S CERTIFICATION

I hereby certify that there are sufficient funds in the appropriations charged, or accounts listed to cover the expenditures included in the SCHEDULE OF WARRANTS dated: February 6, 2018.

DATE: February 6, 2018

Larry Kaletcher, Treasurer

MOTION: Mr. Barry made a Motion that the vouchers be approved for payment and Mr. Dour seconded the Motion.

Mr. Dour inquired about the payment to Conshohocken Steel and Mr. Kaletcher responded it was the purchase of roll-off containers. Mr. Dour also inquired about the payment to Jay Henges Enterprises and Mr. Gindoff responded it was for the purchase of new waste inspector booths to replace weathered and worn out booths situated outside the transfer station tipping floors at both transfer stations. There were no other questions and a roll call was taken.

ROLL CALL: AYES: 6 NAYES: NONE ABSTENTIONS: NONE

CORRESPONDENCE:

Regarding the Correspondence Report, Mr. Gindoff reported to the Board that he had no additional correspondence to provide from what was included in the meeting packets previously mailed. Mr. Gindoff mentioned a revised Solid Waste Transfer Station Tonnage Report was provided to the Board in their meeting packets because Mr. Druetzler identified an error in the report mailed prior to the meeting. The revision to the report specifically was a 0.25% increase January 2018 in the "Change From Prior Year Column." It has been mailed out with an incorrect figure of a 2.67% increase. There were no other questions on the correspondence.

Letter dated January 22, 2017 to Larry Gindoff from Patricia L. Gardner, Director, Division of Water Supply & Geoscience, NJDEP, regarding Lead and Copper Rule Update.

Letter dated January 22, 2017 to Hassan Nekoui, Associate Director, Environment & Energy, Novartis Pharmaceuticals Corporation, copied to Larry Gindoff, from Anthony Fontana, Chief, Bureau of Solid Waste Permitting, NJDEP, regarding termination of Solid Waste Facility Permit for Novartis Pharmaceuticals Corporation.

County of Morris News Release dated January 26, 2018 entitled “**MORRIS COUNTY EXCEEDS 50 PERCENT RECYCLING GOAL – RANKS IN TOP THREE COUNTIES STATEWIDE IN RECYCLING**”.

Resource Recycling News Article dated January 30, 2018 entitled “Company plans second glass processing plant”.

Letter dated February 5, 2018 to New Jersey Department of Environmental Protection from Anthony Milonas, Water Superintendent, regarding the Disinfectant Residuals Report for M.U.A. for the month of January 2018.

Letter dated February 5, 2018 to New Jersey Department of Environmental Protection from Anthony Milonas, Water Superintendent, regarding T1 Reports for the Morris County M.U.A. for the month of January 2018.

ENGINEER'S REPORT:

Mr. McAloon provided the following updates: (1) The MCMUA just conducted its second round of emergency generator maintenance with EMR Power Systems on four generators to date. No substantial improvements were necessary but they did discover at Flanders Valley Well #2 the battery charger for the generator was not providing adequate charge. Parts were ordered which should arrive this week. This has been a productive effort on our part in that when we need the emergency generators everything is in place and we are ready to operate. (2) We have a meeting with Southeast scheduled for Thursday to follow up on their regional master planning efforts, phase 1 and phase 2 of the project. (3) Following our recent Water Committee meeting, Suburban began evaluating the long-term growth in our service area to identify where future growth and development may be located to help us plan where future water supplies may be needed moving forward. This is dependent on some of the issues now coming out related to affordable housing at the municipal level. Suburban will be prepared by next month to provide an update on this effort. Following that, Suburban will reach out to municipalities, planning boards, etc. to extend this effort. (3) Mott MacDonald provided a separate engineer's report on progress on the Markewicz Electrical Upgrade project. They completed the site survey and interior and exterior scans; they are preparing their building models and are performing their conflict analysis with respect to conduit and pipes. Information requested by Mott MacDonald from the MCMUA has been provided. MCMUA, Suburban and Mott MacDonald conducted its first of bi-weekly status conference calls on the project and the second such call is scheduled for February 8. The basis for design report is currently expected in March or April and Mott MacDonald is still on schedule. Mr. Hudzik asked when the entire project is expected to be complete. Mr. McAloon anticipated about the end of 2019 as construction is anticipated to take about one year. (4) The Well #5 failed pump was pulled and analyzed by A.C. Schultes for premature wear and discovered no-premature failure. Discussions with Schultes indicated they now expect 15 years useful life from a pump, not

20 years as identified in the asset management plan. Mr. McAloon stated we will revise the asset management plan with this new assumption of a 15 year useful life as opposed to 20 years.

1. General System

- A. SUBURBAN CONSULTING ENGINEERS, INC. (SCE) scheduled the major emergency generator maintenance with **EMR Power Systems** to be performed Friday, February 2, 2018. This includes the changing of lube oil and filters, changing of fuel filters, checking of the ignition system, charging systems/battery water level, water temperature, coolant systems for leaks, coolant levels (addition where necessary), check all hoses, check for leakage. Also included is the adjustment of belt tension, clean and/or change air filter, check generator, check transfer switches, and run generator under load. Following this maintenance, a formal inspection report shall be submitted.
- B. A meeting between Southeast Morris County Municipal Utilities Authority (SMCMUA) Morris County Municipal Utilities Authority (MCMUA), legal counsel, and SCE has been scheduled for February 8, 2018. The purpose of this meeting is to follow-up regarding the SMCMUA Regional Master Plan Phase 1 and Phase 2 progress. These discussions are anticipated to include scenarios such as termination of the Clyde Potts agreement by MCMUA, potential purchase of additional volumes from SMCMUA to MCMUA and other hydrologic and hydraulic opportunities for system resiliency.
- C. Following the recent water committee meeting, SCE has begun to review and evaluate available information to identify areas of long-term growth within our service area to identify potential water usage. SCE is reviewing available information regarding proposed development, industrial users, precipitation data, historical water usage, as well as anticipated population growths. SCE anticipates scheduling meetings with local planning officials to discuss upcoming projects and other factors to anticipate the long-term water supply planning needs of the region. From these efforts and evaluation, the goal is to identify the long-term need for water from the MCMUA system, from which we can develop strategies and options for additional water supply and conveyance projects, and/or interconnections with neighboring systems such as additional purchase from SMCMUA, Jersey City, or other sources.

2. Markewicz Pump Station Electrical Upgrades Design Project

Mott MacDonald has provided a detailed Monthly Progress Report documenting current progress on this project. The site survey and building interior and exterior scans have been completed, preparation of building model has begun, the electrical survey, JCP&L coordination, and the process analysis has continued. SCE is working to furnish available information as requested by Mott MacDonald for their use in confirming the electrical and pumping equipment preliminary design.

3. Alamatong Well #5

AC Schultes, Inc. has removed and inspected the pump from the Alamatong Well #5. The various components were removed and evaluated at their machine shop where they were completely disassembled and inspected. AC Schultes, Inc. advised there was significant wear observed on the stainless-steel line shaft sleeves, scoring on the outer diameter of the bearing brackets and the lock collets (carbon steel) were heavily corroded. The bowl assembly wear rings and bearing tolerances show normal wear, indicating that the pump failure was not due to external influences such as sand. Recall that the CCTV well inspection did not reveal any anomalies in the well casing or screen. The wear and failure of the well pump is, therefore, attributed to normal wear and corrosion according to their report. While our initial belief was that of premature failure of this vertical turbine pump, AC Schultes reports that 15-years is the common useful life for these pumps, based on recent experience. They anticipate performing the pump replacement by mid-February. SCE will adjust the Asset Management Plan accordingly to reduce the expected useful life of these types of pumps from 20-years to 15-years.

SOLID, HAZARDOUS & VEGETATIVE WASTE REPORT:

Mr. Gindoff provided an update on the Air Pollution Control System and reported this project is coming to a close. In February, we expect to conduct walk-through, startup and acceptance testing. Mr. Gindoff stated that following the completion of the APC project at the Parsippany transfer station, the MCMUA will begin addressing two repair issues, one being the removal on some non-structural steel columns located in one of the loading bays. Additionally, in this same loading bay a cross-beam has been compromised and needs to be repaired. Alaimo Engineering is beginning design work and cost estimates for this work to see if we can accomplish this repair work under the bidding threshold, thereby making the design and execution of the repair much more efficient. Mr. Gindoff stated he reported in the previous month that we were hopeful we would be able to do this work in-house, but upon further review, we realized it was beyond the MCMUA's capabilities. Mr. Gindoff also reported that there is a trench drain system isolating the inside of the transfer station from the outside from a water flow perspective and the fastening system used to keep the grates secured to the drains needs be redesigned. The force of the garbage trucks and front-end loaders bouncing over these grates causes the fasteners to break and the grates become dislodged. This eventually leads to the failure of the trench drains themselves. While we do not know the anticipated costs of this redesign and repair yet, we are anticipating it being above the threshold and this project will need to go out to bid. We hope the re-engineering of the system will provide a long-term fix to this problem. Mr. Platt inquired if we considered trying to complete this work as a change order to the APC project. Mr. Gindoff stated we considered it for the steel work, but we all thought it was best to not burden the current APC contractor so it can get the APC project done as quickly as possible.

Mr. Hudzik asked about the proprietary software upgrade resolution and Mr. Gindoff explained how there is not an off-the-shelf user version of this solid waste database software and Paradigm's basic software been modified and customized over the years to specifically serve the unique needs of the MCMUA solid waste system. Mr. Gindoff stated this is the first major upgrade we have sought to purchase since we started using the software about 10 years ago. Mr. Gindoff explained that it becomes more difficult to have existing hardware and operating systems work with the old software and we need to upgrade the Paradigm software so everything else related to the computers and technology used by the MCMUA can continue to progress with the time as needed. Mr. Dour inquired if we also have maintenance contracts with them and Mr. Gindoff responded we do and for the most part, the maintenance contract covers any support and/or minor changes needed throughout the year and Paradigm does not charge for small incidents. Mr. Gindoff relayed that Paradigm has been an excellent company to work with and they fully support our operations.

Chairman Hudzik asked for the Board's approval of the following Resolutions:

RESOLUTION NO. 18-18
RESOLUTION AUTHORIZING UPGRADE TO PROPRIETARY
SOLID WASTE DATABASE SYSTEM

WHEREAS, on July 7, 2005, the MCMUA adopted resolution number 05-67 awarding a contract to Paradigm Software L.L.C., 113 Old Padonia Road, Suite, 200, Cockeysville, MD (Paradigm) for the provision of a technical consultant for the performances necessary to

implement scalehouse software for the two MCMUA transfer stations. This included conversion of data from older system, installation and customization of Paradigm proprietary software to serve the MCMUA's transfer stations solid waste data compilation and billing needs; and

WHEREAS, it is important to update software when updates are available for many reasons including cyber security, improved functionality, increased performance, ease of use, better compatibility with current hardware and software and ease of future customizations and technical support; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(dd) allows a contract to be negotiated and awarded by the governing body without public advertising for bids and bidding therefor and shall be awarded by resolution of the governing body if the provision or performance of goods or services is for the support or maintenance of proprietary computer hardware and software, except that this provision shall not be utilized to acquire or upgrade non-proprietary hardware or to acquire or update non-proprietary software; and

WHEREAS, in a memorandum dated February 6, 2018 prepared by MCMUA Executive Director Larry Gindoff and attached hereto, justification for the use of this exception to bidding to purchase an upgrade to proprietary software currently utilized by the MCMUA solid waste division is provided and the upgrade is recommended because it is specialized in nature and it is necessary for the conduct of affairs of the Authority; and

WHEREAS, in a quotation dated January 30, 2018 in the amount \$93,762.50, Paradigm, proposes to upgrade its proprietary software from Version 5 to Version 6 which includes the continued use of previous customizations associated with the system as well as installation and training; and

WHEREAS the MCMUA Treasurer has certified that funds for this contract are available in the Solid waste Division Equipment and Maintenance Account No. 01-1-600-602-324 in an amount not to exceed \$93,762.50.

NOW, THEREFORE, BE IT RESOLVED by the Morris County Municipal Utilities Authority in the County of Morris and State of New Jersey on this 6th day of February 2018, as follows:

1. The MCMUA Executive Director is authorized and directed to execute a contract with Paradigm based on its January 30, 2018 proposal in an amount not to exceed \$93,762.50 in accordance with N.J.S.A. 40:11-5(1)(dd) for the support and maintenance of proprietary computer software.
2. This Resolution shall take effect immediately.

CERTIFICATION

I hereby certify that the foregoing Resolution was adopted by the Morris County Municipal Utilities Authority at the Regular Meeting held on February 6, 2018.

MORRIS COUNTY MUNICIPAL
UTILITIES AUTHORITY

By: _____
William Hudzik, Chairman

ATTEST:

Marilyn Regner, Secretary

MOTION: Mr. Dour made a Motion to authorize upgrade to Proprietary Solid Waste Database System and Mr. Barry seconded the Motion.

ROLL CALL: AYES: 6 NAYES: NONE ABSTENTIONS: NONE

**RESOLUTION NO. 18-19
RESOLUTION AWARDED MARKETING OF
CLASS D RECYCLABLE MATERIALS CONTRACT
(USED MOTOR OIL AND OIL FILTERS)**

WHEREAS, on January 18, 2018, the Morris County Municipal Utilities Authority (“MCMUA”) issued a Request for Quotations seeking quotations for the marketing of Class D recyclable materials, including used motor oil and oil filters, which are generated by Morris County residents and conditionally-exempt small quantity generators of hazardous waste; and

WHEREAS, one (1) quotation was received by the MCMUA on or before February 1, 2018; and

WHEREAS, the review and recommendation of the one (1) complete quotation is presented in the report attached hereto as “Exhibit A”; and

WHEREAS, the quotation submitted by Lorco Petroleum Services, which quotes a price per gallon of \$0.35 to the MCMUA for the used motor oil portion of the contract, and a price per drum of \$99.00 for the used oil filters portion of the contract, is the most advantageous quotation based upon price and other factors as noted in the attached Exhibit A; and

WHEREAS, the MCMUA desires to accept this quotation for a term of one (1) year, commencing on or about February 19, 2018; and

WHEREAS, the MCMUA Treasurer has certified that funds are available in the following line item: Household Hazardous Waste 8-01-1-600-800-726 to pay the entire contract amount.

NOW, THEREFORE, BE IT RESOLVED, by the Morris County Municipal Utilities

Authority as follows:

1. The MCMUA shall award a contract for the Marketing of Class D Recyclable Materials, as more specifically defined herein, to Lorco Petroleum Services.
2. The Executive Director of the MCMUA is authorized and directed to execute a Contract with Lorco Petroleum Services for an amount not to exceed \$408.00 for a term of one (1) year.
3. A copy of this Resolution and applicable contracts shall be available for public inspection at the offices of the Morris County Municipal Utilities Authority, 214A Center Grove Road, Randolph, New Jersey 07869.
4. A copy of this Resolution is being forwarded to the MCMUA Treasurer and Lorco Petroleum Services, 450 South Front Street, Elizabeth, New Jersey, 07202.
5. This Resolution shall take effect immediately.

CERTIFICATION

I hereby certify that the foregoing Resolution was adopted by the MCMUA at its Regular Meeting held on Tuesday, February 6, 2018.

MORRIS COUNTY MUNICIPAL
UTILITIES AUTHORITY

By: _____
William Hudzik, Chairman

ATTEST:

Marilyn Regner, Secretary

Exhibit A

Used Motor Oil and/or Oil Filters Recycling Quotation 2018

Company	Used Motor Oil	Oil Filters	Total Bid (1 Year)
Lorco Petroleum Services	\$0.35 cents per gallon	\$99 per drum	\$408 (600 gallons and 2 drums)

MOTION: Mr. Dour made a Motion to award marketing of Class D Recyclable Materials Contract (Used Motor Oil and Oil Filters) to Lorco Petroleum Services in an amount not to exceed \$408.00 for a Term of one year and Ms. Szwak seconded the Motion.

ROLL CALL: AYES: 6 NAYES: NONE ABSTENTIONS: NONE

**RESOLUTION NO. 18-20
RESOLUTION AUTHORIZING THE
AUCTION/SALE/DISPOSITION OF EQUIPMENT**

WHEREAS, the Morris County Municipal Utilities Authority (MCMUA) owns Equipment, as further described below:

- 1) 1997 Erin Star 300 Screener

WHEREAS, the Equipment has been determined to no longer be of use to the MCMUA since it is old and beyond economically feasible repair; and

WHEREAS, the MCMUA desires to sell/dispose of the Equipment, as is, where is; and

WHEREAS, the MCMUA, desires to post the Equipment on an “on-line” web site, www.GovDeals.com, for auction and sale to the highest bidder and/or to sell or give the Equipment to another governmental entity through a shared services agreement for an agreed upon price and/or to scrap the Equipment at a scrap metal dealer and/or to otherwise dispose of the Equipment; and

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

1. The Executive Director of the MCMUA is hereby authorized and directed to post and sell the Equipment for auction on www.GovDeals.com to the highest bidder and/or sell or give the Equipment to another governmental entity through a shared services agreement for an agreed upon price and/or to scrap the Equipment at a scrap metal dealer and/or to otherwise dispose of the Equipment at the time deemed appropriate.
2. This resolution shall take effect immediately.

CERTIFICATION

I hereby certify that the foregoing Resolution was adopted by the Morris County Municipal Utilities Authority at the Regular Meeting held on February 6, 2018.

MORRIS COUNTY MUNICIPAL UTILITIES AUTHORITY

By: _____
William Hudzik, Chairman

ATTEST:

Marilyn Regner, Secretary

MOTION: Mr. Platt made a Motion to authorize the auction/sale/ disposition of equipment of the Erin Star Screener and Mr. Barry seconded the Motion.

ROLL CALL: AYES: 6 NAYES: NONE ABSTENTIONS: NONE

TRANSFER STATIONS

Tonnage – For the month of January 2018, the tonnage of solid waste accepted at the two transfer stations was 30,583 tons. This monthly tonnage for January 2018 was 2.67% greater than the 30,506 tons accepted a year ago in January 2017. Based on this single data point of January 2018’s tonnage, for the year 2018 the annual total tonnage is currently projected to be 420,531 tons. If this projection holds true, 2018 tonnage would be 6.16% more than the 396,139 tons accepted in 2017. Please refer to the Transfer Station Disposal Report by Month for additional information.

Air Pollution Control System – Parsippany Transfer Station – The APC installation is nearing walk through and startup testing as of the writing of this report with acceptance testing anticipated for mid-February. Below is a summary of the progress made with respect to major elements of the project:

Structural Repairs

- New sidewall panels have been installed on front and rear of transfer building;

- Extensive z-girt replacement has been completed within project area;
- Structural modifications at overhead door openings have been completed;
- Concrete pedestal repairs at tip floor doors have been completed;
- Masonry wall repairs have been completed adjacent to loading bays;
- New overhead coiling doors have been installed;
- Air curtains have been installed to create negative pressure within the transfer building;

Air Pollution Control System

- Spiral ductwork and structural supports have been installed;
- Collection ductwork has been connected to the Cartridge Dust Collector;
- Dust Collector and outlet duct placed on concrete slab outside of transfer building;
- Blower on slab to draw air into dust collector and to discharge air to odor control system;
- Odor control system in-place; trays to be filled with media when system is operational;

Process Control and Electrical work

- Pre-cast buildings (process control and electrical) have been anchored on slabs;
- Project was delayed by the need to replace the pre-cast buildings destroyed in Hurricane Harvey;
- Process control work has been completed during the ensuing 6 weeks;
- Electrical work is slated to be completed on or about 2/05/2018 which will enable start-up;

Start-up; Acceptance Testing

- Walk through and start-up is tentatively scheduled for early February;
- Acceptance testing expected to be completed by mid-February;
- Project close-out expected in March

Transfer Station Repair Projects

Last month it was reported that non-structural steel components located in the loading tunnels of the transfer stations were to be considered for removal as part of the APC project or if it could be done in-house. After additional evaluation, it was determined that there is also a critical piece of failing structural steel which needs to be addressed in this same loading bay. Alaimo Engineering is evaluating how to engineer a fix to the issue and will provide a recommendation shortly. It is still undetermined if the cost of this fix will or will not be above the quote threshold requiring formal design specifications and sealed bids.

The Parsippany transfer station also has an issue with its trench drain system at the tipping bay doors. The problem is that fasteners used to keep the drain grates in place are not serving their purpose under the heavy loads of the trucks bouncing over them. The grates become dislodged which then results in the collapse of the drain itself. Staff and Alaimo Engineering are designing a correction to this problem and will have to reconstruct the failed trench drains once designed. This is likely to require bid specifications and a bidding process. Proper maintenance of the trench drain is required as part of our solid waste and stormwater permits for the facility.

Upgrade to Solid Waste Computer Software System

The MCMUA has used a proprietary software suite of modules developed by Paradigm Software to serve most of the solid waste tracking and billing needs of the MCMUA transfer stations since 2007. Since that time the MCMUA has worked with Paradigm to expand its use to also track data associated the MCMUA's curbside recycling program as well as vegetative waste sites. This has been accomplished through many design adaptations, entry screen customizations, report writing, database and process changes and customizations to Paradigm's software suite used by the MCMUA. In order to keep up with the changing nature of computers, technology and security it is important for the MCMUA to upgrade from the original version 5 of its Paradigm suite of software to Paradigm's most current version 6. In a proposal dated January 30, 2018, Paradigm provides a \$93,762.50 price to upgrade, install and train on all the software used by the MCMUA. It should be noted the MCMUA anticipated and budgeted for this upgrade to occur in 2018. Local Public Contracts Law allows a contract to be negotiated and awarded by the governing body without public advertising for bids and bidding therefor and shall be awarded by resolution of the governing body if the provision or performance of goods or services is for the support or maintenance of proprietary computer hardware and software, except that this

provision shall not be utilized to acquire or upgrade non-proprietary hardware or to acquire or update non-proprietary software. A resolution and accompanying memorandum explaining how this proprietary software upgrade is in compliance with this above referenced exception will be provided to the Board for its consideration at the February meeting.

SOLID WASTE MANAGEMENT PLAN

KDS Aggregates Plan Inclusion Request – On December 13, 2017, a request for solid waste management plan (Plan) inclusion of a proposed class “B” recycling facility to be located on Waterloo Valley Road in Mt. Olive, was forwarded to the MCMUA by KDS Aggregates, LLC. This site was formerly used as a concrete plant and KDS intends to redesign and reopen the concrete plant and equip it to store and process up to 500 tons per day of concrete, brick, block and asphalt. A class “B” recycling center, such as the one proposed by KDS, requires the full plan inclusion process including SWAC review and Freeholder approval. Additionally, the host municipality of Mt. Olive will also be requested to review the proposed facility within three months and provide its position with respect to the request for Plan inclusion back to the County. The SWAC has not yet reorganized to begin review of this request.

HOUSEHOLD HAZARDOUS WASTE MANAGEMENT

Program Participation – During January 2018, a total of 115 residents and businesses delivered waste to the permanent household hazardous waste (HHW) facility in Mount Olive. This is down from January 2017 levels when 165 participants used the facility and is also down from December 2017’s participation when 182 participants used the facility. For 2018, the MCMUA will be four one-day HHW events, which will include three (3) disposal days at the Public Safety Academy, and one (1) event at Chatham High School. This is one more disposal day than had been conducted in 2017.

On February 1, 2018, quotations for the recycling of used motor oil and oil filters generated at the HHW facility are due into the MCMUA. Due to the volatile nature of oil prices, the MCMUA solicits this recycling quotation annually and desires to enter into one-year contracts. It is anticipated that a resolution will be put forth for the Board’s consideration at the February 6, 2018 meeting authorizing the execution of a one-year contract for the recycling of used motor oil and oil filters.

Contracts and paperwork have been exchanged and executed between William Kohl Construction and the MCMUA with respect to the removal and then installation of the prefabricated hazardous waste storage unit to be used at the permanent HHW facility. A preconstruction meeting is being established to coordinate the construction project.

VEGETATIVE WASTE MANAGEMENT

Except for the acceptance of Christmas trees and a little vegetative waste here and there, the compost facilities tend to be slow in January. During this time the MCMUA is performing maintenance on the grinder at the Parsippany site and performing landscaping upkeep at the Mt. Olive sites to keep the grading appropriate to prevent ponding and muddy conditions.

The MCMUA has a need to auction an obsolete Erin star-screener that had been used at the Mt. Olive site many years ago to screen compost. This screener is over 20 years old, obsolete and is ineffective for the screening work that needs to occur at site. The MCMUA’s current practice is to rent high capacity screeners as needed to screen the compost it sells as “screened compost.” This scenario has proven to be much more efficient and economic than trying to maintain this star-screener for the limited amount of screening needed by the MCMUA. Staff will prepare a resolution for consideration by the Board at the upcoming MCMUA meeting authorizing the sales of the above described star-screener through the use of a public online auction sites such as GovDeals.com. A copy of the Vegetative Waste Report will be provided to the Board at the upcoming meeting.

General Administrative Matters

Training: Fred Wilson has recently attended two session on human resource management provided by the NJ state civil service division. Additionally both Fred and Larry Gindoff are

both attending the Association of Environmental Authorities' (AEA) Environmental Professional Development Academy's training track specifically on Human Resources for utility authorities.

Board Overview – In accordance with recent discussion by the Board, a document titled, "Overview, MCMUA Board member Responsibilities," has been prepared for the Board's consideration, use and reference. Much of the information contained in the overview document was referenced from supporting AEA documentation. A copy of this document will be provided to Board members.

Residential Dwelling Policy – In accordance with recent Board discussions, a residential dwelling policy has been developed with respect to the one Residential Dwelling owned by the MCMUA located at its Camp Pulaski vegetative waste compost facility. A resolution will be put before the Board for its consideration at the February meeting which formally adopts the Residential Dwelling policy as articulated by the Board at the January 2018 meeting.

RECYCLING REPORT:

Ms. Hourihan stated she had not received the ReCommunity Report for the month of January so those figures haven't been finalized. Mr. Gindoff stated he had two matters he wanted to discuss with the Board. The first one is asking for the Board's concurrence to provide a proposal to perform new type of solid waste work. A few months ago the Board requested that they be consulted prior to the MCMUA embarking on any type of new work. Mr. Gindoff explained the new type of work would be to provide both recycling and garbage collection for a school district. While the MCMUA currently provides recycling pickup for several school districts in towns for which we also provide curbside recycling collection for the municipality, we have never performed both recycling pickup and garbage pickup for a school district. The MCMUA has experience in this type of service in that it has been providing both recycling collection and garbage collection for the County of Morris buildings for the past five years. It has proved to be beneficial to the County and the synergies of having one collector provide both services has resulted in increased recycling and savings in disposal. We would hope we could have the same positive results with a school district. Mr. Platt asked if the district was in Morris County and Mr. Gindoff replied it is in Morris County. Mr. Druetzler asked what school district and Mr. Gindoff replied it was Roxbury. Mr. Platt responded that he thought it was a great idea and Mr. Gindoff agreed with him and no members of the Board objected. Ms. Hourihan stated this school district's contract would be distinct from the contract the town has to collect its residentially generated recycling and garbage. Finally, Mr. Gindoff also reminded the Board that we budgeted to purchase a new front-end loading garbage truck this year and this type of work would make additional use of that piece of equipment.

Secondly, Mr. Gindoff mentioned Lincoln Park also asked us for a proposal to perform their curbside recycling for the Borough. He stated the MCMUA thinks it can take on this town and fit it into an empty slot in our schedule recently opened up by the termination of our Florham Park collection contract. Mr. Hudzik asked if this would also be to serve their schools also and Mr. Gindoff indicated that he was not sure the contract between the school and the borough are connected. Ms. Hourihan stated the MCMUA used to collect specific materials from Lincoln Park many years ago as they used to handle many different materials individually. Currently, they are collecting their own material in a dual stream fashion with their own crews and trucks but the proposal they are seeking from the MCMUA is open to collect single-stream recyclables.

Ms. Szwak asked what a “Litter Survey” is and why do we do them. Ms. Hourihan described it to be a listing of the types of materials (litter) picked up by the crew we use to pick up litter. She stated Liz Sweedy is currently taking a class on litter surveys as part of the Clean Communities Program.

Ms. Szwak next asked about the fees ReCommunity is billing the MCMUA, approximately \$30,000 last month, to handle the recyclables we deliver them and she inquired as to how the MCMUA budgets for these costs. Ms. Hourihan described the current contractual relationships we have with most of our curbside towns where we agreed to let them keep 100% of the revenue from the sale of recyclables while also assuming 100% of the risk for a negative recycling market. Therefore, any revenue and costs associated with the marketing of the recyclables for our curbside contracts act as a pass-through to each town. We calculated these pass-through costs and/or revenues for 2017 to be a positive \$4.17/ton and we issue these in the form of a recycling rebate. The last three months of 2017 were negative in value but the level of the negative market for the final three months of 2017 was not enough to offset the first nine months of 2017, which were positive, thereby resulting the annual rebate calculated to be \$4.17/ton. We cannot be sure where the markets are going for 2018 at this point.

Recycling Operations

Revenue and Tonnage – The preliminary December contract statement was received on January 4 in the amount of -\$28,106.97 and was finalized on January 18 in the amount of -\$30,014.14 owed to ReCommunity. The additional cost of \$1,907.17 was due to the inclusion of the tons that were transferred at the end of the month from the MCMUA’s Parsippany transfer station to ReCommunity’s Beacon NY facility, which had not been reflected on the preliminary statement. The January statement has not been received as of the writing of this report on January 31, since the month has not yet ended.

Tonnage collected by the MCMUA for recycling during January through the 30th was 1,356.6 tons. The monthly tonnage is shown by material and by customer on the attached report.

Operational Issues at ReCommunity – While wait times have improved at ReCommunity since the major problem at the end of December, there have been some periodic extended delays. One day, 4 MUA trucks had a longer than 1 hour wait time due to 5 trailers arriving at ReCommunity at the same time to be weighed in. Those trailers were there to get loaded with outbound material and they clogged the scale. ReCommunity has one scale for both inbound and outbound trucks. Staff will continue to monitor the wait times. Staff visited ReCommunity on January 31 and while the tipping floor still has a lot of material, there is noticeably less material than observed at the end of December. ReCommunity is no longer transferring material from the Mine Hill facility to the Beacon NY facility. Also, it seems they have overcome their staffing shortfall regarding pickers on the sorting lines. The staffing shortfall was forcing them to run the lines slower. With the additional staff, they can run the lines faster.

Purchase of New Roll-off Containers – Staff placed a second order for another four 30 cubic yard open-top containers with Conshohocken on December 27 under our contract. The 4 new containers were delivered on Monday, January 29, 2018.

Rebates to Municipalities – During January, staff processed the rebates to municipalities, some of which are calculated quarterly and some of which are calculated semi-annually. According to our new contracts with municipalities, the payments to the towns are now 100% of the value of the materials that were sold, weather positive or negative. Most of the rebates netted out to a negative value for the second half of 2017 due to the decrease in price for single-stream. However, overall, for the full year of 2017, the combined rebate for the first and second half of the year, netted out to a positive payment to each town. Good news.

Proposals to Continue Current Services and to Provide New Services – Below is an update on the following contract work:

- Roll-off transport and marketing services for the Township of Washington – The MCMUA has been providing these services to the Township since 1996. There is no current contract in place. Staff met with the Township’s recycling coordinator on September 7 to discuss a new contract and pricing. Staff still needs to prepare a draft contract to send to the Township for their review and plans to prepare and send this proposal to the Township soon, hopefully in February.

Events/Education/Miscellaneous

Clean Communities – During January, staff printed and mailed letters and applications to schools for the 2018 Slam Dunk the Junk program. There will be a separate mailing done for the poster contest which is sent to the attention of art teachers. Staff also emailed information to a variety of schools about the Kids/Teens Day program in May and how to qualify to participate and attend. On January 30, staff attended the first day of a two class on how to conduct a litter survey. Educational Programs: The MCMUA funded one educational program in January at a school in Washington Township. Road Clean-up: There were no road clean-ups done in January.

School Educational Meetings/Presentations

- Borough School in Morris Plains – On January 8, staff met with a member of the Principal Liaison Committee to work on improving the recycling program at the school. Staff provided educational material and wrote a follow-up letter to the head custodian. Staff will continue working with the school when the representative returns from a leave.
- Kinnelon High School – On January 9, staff met with twin sisters, who are sophomore students, and who started a sustainability club. Their first action is to improve recycling at the high school. Staff gave them lots of information and suggestions and plans to meet with them again and give a presentation to the club.
- ECLC School in Chatham Borough – On January 11, staff gave a recycling presentation for participants in the P.R.I.D.E. program which offers education for adults with developmental disabilities.
- Morris County Environmental Academy at Jefferson High School – On January 18, staff gave a recycling presentation to students from the Environmental Academy. It was good to make contact with and meet a teacher for this environmental academy.
- Celebrate the Children School in Denville – On January 24, staff gave a presentation to 26 students at this private school for students with special needs and autism. This school has a partnership with Green Vision to dismantle electronics.
- Hillview Elementary School in Pequannock – On January 25, staff performed a waste audit and recycling assessment at Hillview School, along with the head of the green team and the school Principal.
- Mountain View and Hilltop Schools in Mendham Borough – On January 26, staff gave a presentation at the MCMUA offices to 6 members of the green initiative team for both schools. The team consists of parents of students who want to better understand recycling and how to improve the schools’ recycling programs.

Recycling Inspections/Outreach – During December, a total of 7 transfer station loads suspected of improperly containing mandated recyclable materials were photographed and written-up by MCMUA tipping floor inspectors and recycling staff.

- On January 10, at the request of Mike Flora, recycling staff met with one of the site supervisors of K. Hovnanian Homes at the new construction site for The Residences at Columbia Park on Columbia Road in Morris Township, the former site of Allied Chemical/Honeywell Corp. Mike had been there and did not see any source separation of recyclables at this construction site. Staff discussed recycling requirements and the supervisor got his garbage hauler, Cardella, on the phone to discuss the requirements. Cardella had planned to separate recyclables at their facility and return the residual waste to Morris County. Staff explained source separation recycling requirements and that waste cannot leave the county according to waste flow. Staff was invited back to meet with the head site supervisor on January 17. The builder is ready to do what is required and has ordered a container for cardboard and a small container for bottles and cans. The builder also scheduled a meeting for January 24 with the MCMUA and the hauler. The MUA attended

and took advantage of this additional opportunity to review the County's requirements with the hauler and the builder.

- On January 29, at the request of Mike Flora, staff stopped at the Sam's Club on International Drive in Mt Olive. The store is closed and is being emptied. Mike observed 2 roll-off containers with garbage mixed with cardboard. Recycling staff met the job supervisor who explained that one container was meant for garbage and the other for scrap metal, but after he was away for a few days they got mixed. He will remind the cleanout employees that recyclables need to go in the store's already existing recycling containers. Of note, while staff was there, Mt Olive food bank employees were collecting donated food.

Recycle Coach – At the end of 2017, the NJDEP purchased a one-year statewide subscription to the technology based communication platform, Recycle Coach. The purpose of Recycle Coach is to educate and inform residents about recycling. Recycle Coach is accessible as a website and as a phone app, as well as new integration with voice search and digital assistants, such as Apple's Siri, Google's Home and Amazon's Alexa. Some of the features of Recycle Coach include:

- Personalized Calendars – provides recycling collection schedule
- Reminders – remind residents when to set-out recyclables for curbside collection
- Reminder messages – include recycling tips
- Emergency notifications – inform residents if collection needs to be cancelled due to weather
- Report a Problem – communication is two way by allowing residents to contact coordinators in case of a missed collection
- What Goes Where? – a search tool that educates residents what to recycle and what not to recycle
- What happens next? – follows an object through its journey into its new life as a recycled product
- What type of recycler are you? – a quiz to question resident's recycling knowledge
- Educational blogs – articles provide more detailed information to residents
- English and Spanish – the NJDEP purchased the Spanish version in addition to English

The NJDEP held a kick-off webinar for County Coordinators on December 15. Then on January 22, Recycle Coach held a webinar to introduce Recycle Coach to Morris County municipalities. The challenge now is to get all of the MCMUA's and each municipality's information transferred correctly into the Recycle Coach system. In addition to Morris County's information, Recycling Coach is working to get information for all 21 counties and 565 municipalities information uploaded on their system.

Event Containers – The MCMUA's event containers for recycling and garbage were not borrowed by any organizations during January.

Miscellaneous Presentations/Meetings/Conference Calls/Correspondence

- Also on Tuesday, January 16, staff attended an ANJR Board meeting in Burlington County. It was reported that ANJR received a response from a list of questions submitted to the NJDEP about some revisions being made to the municipal tonnage grant reporting process this year.
- On Thursday, January 25, staff, along with the County Public Information Officer, issued a press release regarding Morris County exceeding the 50 percent recycling goal.

PUBLIC PORTION:

There being no comment from the Public, this portion of the meeting was closed.

OLD BUSINESS:

Mr. Gindoff mentioned that in accordance with the Board's discussion at the January 9, 2018 meeting, he drafted a document incorporating the Board's directives regarding the lease of the MCMUA's only residential dwelling located at 23 Old Waterloo Road, Budd Lake. Mr. Gindoff stated he then sent his ideas to MCMUA Labor and Personnel Counsel, Steve Trimboli so the ideas could be incorporated into a resolution to be considered by the Board. Resolution No. 18-21, being

presented for the Board's consideration and approval at tonight's meeting, was the result of this effort. Mr. Hudzik asked about the lease which was attached to the resolution because it was expired and was executed by the previous executive director. Mr. Gindoff explained that the old, expired lease was provided in the resolution to show previous lease for the house, but the resolution authorizes counsel and MCMUA to draft a new appropriate lease based on the terms described in the resolution. Ms. Szwak asked if the property is worth keeping after Tony leaves or if it serves a legitimate purpose for the MCMUA. Mr. Gindoff stated there is the purpose to having someone associated with the MCMUA living there in that they can act as deterrent and/or a look-out for any unauthorized trespassing on our compost site. Short of that, there is no other pressing MCMUA need for the house and after our Water Operator retires and leaves the house, we would have to have a serious consideration of whether the dwelling is worth keeping and maintaining. Mr. Druetzler stated we would never want to sell the property but the house itself may not be worth keeping after it is no longer used.

Chairman Hudzik asked for the Board's approval of the following Resolution:

RESOLUTION NO. 18-21
RESOLUTION REGARDING RESIDENTIAL PROPERTY
AT 23 OLD WATERLOO ROAD, BUDD LAKE, NJ

WHEREAS, the Morris County Municipal Utilities Authority (the "Authority") owns a single-family residential dwelling located at 23 Old Waterloo Road, Budd Lake, NJ 07828, (the "Residential Unit") which is situated at the Authority's Mt. Olive Compost Facility, which is presently occupied by the Authority's Water Superintendent, Anthony Milonas, who has occupied the Residential Unit for the past twenty years, most recently under a House Lease dated January 1, 2015, a copy of which is attached hereto; and

WHEREAS, the Authority provided Mr. Milonas with the right to occupy and reside in the Residential Unit as part of his compensation package for his service as the Authority's Water Superintendent; and

WHEREAS, as an express condition of his right to occupy and reside in the Residential Unit as part of his compensation package, Mr. Milonas has had added to his job responsibilities as the Water Superintendent the supplemental responsibility for performing certain caretaking functions, as more fully described in the Addendum to the attached House Lease; and

WHEREAS, the attached House Lease had a stated duration of three (3) years and, by its express terms, expired effective December 31, 2017; and

WHEREAS, the Board of the Morris County Municipal Utilities Authority has determined that it is in the public interest to extend the duration of the attached House Lease, and thereby have Mr. Milonas continue to occupy the Residential Unit, in accordance with the terms and provisions set forth below.

NOW, THEREFORE, BE IT RESOLVED by the Board of the Morris County Municipal Utilities Authority in the County of Morris and State of New Jersey on this 6th day of February, 2018, as follows:

1. The Authority hereby extends the effective duration of the attached House Lease so as to have the aforesaid House Lease remain in effect until the earlier of a) the cessation of Mr. Milonas' employment as the Authority's Water Superintendent, whether by resignation, retirement, termination or otherwise; b) any event giving the Authority the right to terminate the House Lease or reenter the property under the terms of the House Lease; c) any change in the Authority's ownership or

control over the Residential Unit, including but not limited to the sale or leasing of the property on which the Residential Unit is located, the condemnation of the Residential Unit, or the decision by the Board of the Morris County Municipal Utilities Authority to demolish or otherwise dispose of the Residential Unit; or d) the Authority or Mr. Milonas agreeing to modify or terminate the House Lease. All other provisions of the attached House Lease, except as expressly set forth in this Resolution, shall remain in full force and effect. In the event of any conflict between the provisions of this Resolution and the provisions of the attached House Lease, the provisions of this Resolution shall control.

2. The Board of the Morris County Municipal Utilities Authority reserves the unlimited and unrestricted right to change the Authority's ownership or control over the Residential Unit, to sell or lease the property on which the Residential Unit is located, to accept the condemnation of the Residential Unit, or to demolish or otherwise dispose of the Residential Unit, notwithstanding the extension of the aforesaid House Lease. The House Lease shall be deemed terminated upon the occurrence of any such action by the Board.
3. The Executive Director of the Morris County Municipal Utilities Authority is hereby authorized and directed to prepare, with the assistance of Authority counsel, a House Lease Extension Agreement with Mr. Milonas incorporating the relevant provisions of the Resolution, and to execute same on behalf of the Authority.
4. Except as set forth herein, neither the Residential Unit nor any other real property of the Authority may be sold, leased, devised, transferred, or otherwise conveyed or encumbered in any way, in whole or in part, without the express authorization and approval of the Board of the Morris County Municipal Utilities Authority, with such express authorization and approval being enacted by way of resolution adopted at a public meeting conducted in accordance with the requirements of the Open Public Meetings Act.
5. A copy of this Resolution and attached House Lease shall be on file and available for inspection at the offices of the Authority, 214A Center Grove Road, Randolph, New Jersey, 07869.
6. A copy of this Resolution shall be published once in the official newspaper of the Authority.

CERTIFICATION

I hereby certify that the foregoing Resolution was adopted by the Board of the Morris County Municipal Utilities Authority at the Regular Meeting held on February 6, 2018.

MORRIS COUNTY MUNICIPAL
UTILITIES AUTHORITY

By: _____
William Hudzik, Chairman

ATTEST:

Marilyn Regner, Secretary

MOTION: Mr. Platt made a Motion to adopt Resolution No. 18-21 regarding the residential property located at 23 Old Waterloo Road and Mr. Barry seconded the Motion.

ROLL CALL: AYES: 6 NAYES: NONE ABSTENTIONS: NONE

NEW BUSINESS:

Mr. Gindoff explained to the Board how the Recycling Enhancement (REA) Tax Fund works as it is collected in the form of a \$3/ton tax on all disposal and this money is then distributed to municipalities and counties based on recycling tonnage grant submissions. For this grant period, Morris County is being provided about \$301,000 and the MCMUA anticipates using most of this grant to fund its household hazardous waste program while using a portion of the money to fund educational programs as is now required by NJDEP.

Chairman Hudzik asked for the Board's approval of the following Resolution:

RESOLUTION NO. 18-22
RESOLUTION AUTHORIZING THE FILING OF A SPENDING PLAN
FOR A 2017 RECYCLING ENHANCEMENT ACT TAX FUND ENTITLEMENT

WHEREAS, P.L. 2007, c. 311 et seq. provides for the awarding of Recycling Enhancement Tax Fund entitlements by the Department of Environmental Protection to designated solid waste management districts to assist them in the preparation, revision and implementation of comprehensive solid waste management and recycling plans; and

WHEREAS, the Morris County Municipal Utilities Authority desires such financial assistance to fulfill its responsibilities under the Solid Waste Management Act and the Recycling Enhancement Act.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That a Spending Plan be submitted to the Solid and Hazardous Waste Management Program for a 2017 Recycling Enhancement Act Tax Fund Entitlement in the amount of \$300,972.
2. That the Executive Director of the Morris County Municipal Utilities Authority is hereby authorized and directed to execute and file such spending plan with the Department of Environmental Protection; to provide additional information and furnish such documents as may be required; to execute such contracts as are required; and to act as the authorized correspondent of the Morris County Solid Waste Management District.
3. The Morris County Municipal Utilities Authority was designated by the Morris County Board of Chosen Freeholders as the implementing agency to perform the Recycling Enhancement Tax Entitlements on March 25, 2009.
4. The Morris County Municipal Utilities Authority does hereby hold the State of New Jersey and its departments and agencies harmless from any

dangers, losses, and claims which may arise directly or indirectly from the execution of the Entitlement.

5. The Morris County Municipal Utilities Authority hereby accepts the terms and conditions set forth in the Act and the guidelines promulgated under it.
6. This Resolution shall take effect immediately.

CERTIFICATION

I hereby certify that the foregoing Resolution was adopted by the Morris County Municipal Utilities Authority at the Regular Meeting held on February 6, 2018.

MORRIS COUNTY MUNICIPAL
UTILITIES AUTHORITY

By: _____
William Hudzik, Chairman

ATTEST:

Marilyn Regner, Secretary

MOTION: Mr. Dour made a Motion to authorize the filing of the Spending Plan for the Recycling Enhancement Grant and Ms. Szwak seconded the Motion.

ROLL CALL: AYES: 6 NAYES: NONE ABSTENTIONS: NONE

Ms. Szwak wanted to discuss the MCMUA Board Overview drafted by Mr. Gindoff and distributed to the executive committee for its review. She stated Mr. Gindoff did a great job to incorporate what Mr. Platt previously discussed. Ms. Szwak provided a comment that this needed to be added to the overview that the Board should also annually review the performance of the Executive Director in addition to just selecting one. Additionally, Ms. Szwak stated she thought Board appointments of Chair and Vice Chair were for two years but the Board corrected this impression and clarified that these position get voted on annually at the reorganization meeting of the MCMUA. Mr. Platt suggested the Board review the document and provide comment at the next meeting. Mr. Druetzler stated he felt good about the overview prepared by Mr. Gindoff and Mr. Platt agreed but he thought it would be best to allow members to digest the document for a month and provide comment in March. Members agreed this matter should be discussed as old business during next month's meeting.

Finally, Ms. Szwak asked if Mr. Gindoff made any progress in preparing the RFP for the Open Space Planning effort to be performed by a Professional Planner. Mr. Gindoff responded he had not made any progress on it during the month and Ms. Szwak reiterated she will keep bugging Mr. Gindoff to get that completed. Ms. Szwak also informed the Board that she was notified by the Freeholders that she was appointed to the County Open Space Trust Fund Committee, whose first meeting is at the end of March.

Mr. Platt asked a question about finding a replacement for the Water Operator we lost last month and if any action has been taken to find that replacement. Mr. Gindoff responded that we placed an advertisement and we have a couple of potential people to interview but the position must first clear the Civil Service list, which we expect to take two weeks. Mr. Platt reiterated this is a licensed position that may impact people's health so it's important to get a qualified person. Mr. Gindoff indicated he recently downloaded the AEA's salary survey from a few years ago but they did not have this specific position listed. Mike McAloon stated that he would serve as Tony Milonas' back up licensed operator or Ralph Carcia could serve as the backup to Tony if ever needed. As Sean Casey tests up he may become the backup, but until then Mike and Ralph can serve as such. Mr. Platt emphasized this is a critical position to fill so we need to take care of that as soon as we can. Additionally, he stated that if too low of a salary is a problem in finding a qualified person, that Mr. Gindoff should report such to the Board so adjustments can be considered by the Board.

There being no further New Business, this portion of the meeting was closed.

There being no further business, Chairman Hudzik asked for a Motion to adjourn the meeting at 8:02 p.m.

MOTION: Mr. Dour made a Motion to adjourn the meeting at 8:02 p.m., seconded by Mr. Barry and carried unanimously.

Larry Gindoff
Executive Director

/lg