

NEWARK WATERSHED CONSERVATION AND DEVELOPMENT CORPORATION
 40 CLINTON STREET, 4TH FLOOR
 NEWARK, NEW JERSEY 07102

BOARD OF TRUSTEE REGULAR MEETING
 JULY 18, 2011

MINUTES OF BOARD MEETING

OPENING OF MEETING

Called to order: 12:25 p.m. The Board of Trustees regular meeting for July 18, 2011, takes place at the Newark Watershed Conservation and Development Corporation, Echo Lake Office, P.O. Box 319, Newfoundland, New Jersey 07435.

INTRODUCTIONS/ROLL CALL

Name	Present/Y	Absent/N
The Hon. Cory A. Booker, Mayor, City of Newark		X
The Hon. Donald M. Payne, Councilman at Large	X	
Oscar James, II	X	
William T. Merritt	X	
Rodney Johnson	X	
Linda Watkins-Brashear . Executive Director	X	
Elnardo J. Webster, II, Esq. . General Counsel	X	
Jodi M. Luciani, Esq.	X	

Were any members of the public present?		X
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Board Member Johnson stated, for the record, that he would like to thank Vaughn McKoy for his years of service and professionalism in conducting the business of the Board during all meetings. Board Member James made a motion to formally express the Board's gratitude and appreciation to Vaughn McKoy for his time and service to the Newark Watershed and City of Newark.

Board Member James requests a motion to express the Board's appreciation to former Board Member Vaughn McKoy for his service.

Motion:

Moved by R. Johnson Second by O. James

Vote:	<u>Yes</u>	<u>No</u>	<u>Absent/ Not Present</u>
The Hon. Cory A. Booker, Mayor			X
The Hon. Donald M. Payne, Councilman at Large	X		
Oscar James, II	X		
Rodney Johnson	X		
William T. Merritt	X		

Action taken Motion Passed

Policies and Procedures

Acting Board Chair Merritt inquired whether any of the Board Members had questions or comments on the draft policies and procedures. Ms. Brashear indicated that the draft was circulated to the Board Members for review during the May Board meeting. Board Member Johnson made two comments: (1) p. 12, code of ethics, Board Member Johnson questioned whether there should be a signature line for employees to attest that they are not employed by any vendors doing business with the Newark Watershed. Mr. Webster recommended that, if the Board was comfortable, a line may be inserted next to code of ethics provision for initialing by each employee; (2) p. 29, vacation time, Board Member Johnson inquired whether there was a cap on vacation time. Ms. Brashear responded that there is a cap on sick time, and that the policy regarding vacation time is a use it or lose it policy for a duration of two year intervals. With no further comments, Acting Board Chair Merritt entertained a motion to approve Resolution AA-45, adopting and approving the policies and procedures for the Newark Watershed Conservation and Development Corporation.

RESOLUTION

AA-45. Resolution approving and adopting the Policies and Procedures of the Newark Watershed Conservation and Development Corporation

Moved by D. Payne Second by R. Johnson

Vote:	<u>Yes</u>	<u>No</u>	<u>Absent/ Not Present</u>
The Hon. Cory A. Booker, Mayor, City of Newark			X
The Hon. Donald M. Payne, Councilman at Large	X		
Oscar James, II	X		
Rodney Johnson	X		
William T. Merritt	X		

Action taken Motion Passed

Executive Summary Continued

Pequannock Water Treatment Plant Update

Executive Director Brashear introduced Pequannock Water Treatment Plant Manager and New Jersey licensed operator, Andrew Pappachen to speak to the Board regarding large initiatives for grant funds in order to achieve major improvements to the Pequannock Water Treatment Plant and Cedar Grove. Andrew Pappachen introduces himself to the Board, as well as the following staff members who work on the operations:

Kevin Greer, General Supervisor
Michael Awertschenko, Water Quality Supervisor
Robert Lincoln, Operations Supervisor
Razzaq Manley, Staff Engineer

Andrew stated that the Plant now has thirty (30) full time employees and four (4) part time employees, supported by nine (9) City of Newark sewer employees. He added that the Newark watershed has made a lot of improvements, including building roads, performing in house work and increasing security. Mr. Pappachen stated that the Pequannock Water Treatment Plant has not received any violations from the Department of Environmental Protection. He indicated that, with respect to security, the staff has developed a good relationship with the local police. Board Member Payne inquired about the status of the helicopter landing, stating that his understanding is that the helicopter, based out of Morristown Hospital, will be located at the Watershed property. Mr. Pappachen agreed.

Mr. Pappachen then explained that an issue exists with respect to the New Jersey Environmental Infrastructure Trust monies. Essentially, Mr. Pappachen stated that, because the funding is based upon a implementation of a rate increase, which has not passed at the Municipal level, the City will not be able to receive its funding. As such, Mr. Pappachen indicated that necessary projects, including new plate settlers, will not be accomplished. Thereafter, he turned the presentation over to the other staff members present at the meeting.

Kevin Greer introduced himself, stating that he is now an assistant supervisor at the Water Treatment Plant. He serves as a second in command to Andrew Pappachen. Razzaq Manley introduced himself, stating that he is staff engineer in charge of supervising aqueducts, air valves and all other equipment. Michael Awertschenko indicated that he started working for the Newark Watershed as a lab technician and was then promoted to a lead operator. He recently obtained his T-4 license so that he is able to assist Andrew Pappachen at the Treatment Plant. Finally, Robert Lincoln introduced himself as the operations supervisor. He explained that recently, he took over the exterior facilities, such as the dams and reservoirs. In addition, he stated that, a short time ago, he received his pesticide license.

Ms. Brashear added that all plant personnel have received their W-2 license by the NJDEP for water supply distribution. Elnardo J. Webster, II, General Counsel, recommended that all personnel obtain the requisite training for W-4 licensing, as well. A brief discussion ensued regarding the financial concern with administering the license tests. Executive Director Brashear indicated that, in exchange for funding the licensing training and tests, the plant personnel commit to work for additional years.

Thereafter, Ms. Brashear explained that, with respect to the NJEIT funds, the City will need Local Finance Board approval; however, said approval is contingent upon a 6.6% rate increase.

Board Member Payne inquired as to how said determination is made and Mr. Webster responded that the Local Finance Board is able to review the financials and conclude that the City has insufficient monies to meet its debt service. Board Member James questioned why the City cannot improve collections, rather than implement a rate increase. Board Member Payne stated that he understands that all residents pay a water and sewer rate increase, as opposed to a tax increase in which exempt properties are not contributing to the tax burden. Mr. Webster called attention to the fact that there should be no money utilized from the City's general budget towards Water and Sewer.

East Orange Water Dispute

Board Member Payne inquired about the status of the City's dispute with East Orange regarding outstanding payments for water usage. Mr. Webster explained that a lawsuit has been filed regarding the amount in dispute. He stated that there is an ongoing disagreement with respect to the amount of water East Orange has taken from the City to provide to both its customers and the residents of South Orange, which obtain water from East Orange. He further indicated that the City is in negotiation with East Orange for a bulk water contract between the City and East Orange, as well as a bulk water contract between the City and South Orange. Board Member Payne asserted that the City needs to be firm in its negotiations because it has viable commodities and should not be taken advantage of. Mr. Webster agreed, but indicated that it is important to negotiate per unit. He stated that the agreement between the City and a municipality might be different than an agreement between the City and a private entity. Board Member James again relayed his concerns with private entities not paying for water usage. He stated that their failure to pay is unfair to those residents being shut off. Mr. Webster explained that the aforementioned issues are the reasons why an alternative approach to water and sewer was proposed to the City.

At this time, the Board meeting was adjourned and the Board of Trustees toured the Camp Watershed facilities.

Old Business

None.

New Business

None.

NEXT MEETING:

Date / Time: August 15, 2011

MEETING ADJOURNED

Motion to adjourn the meeting.

Moved by R. Johnson Second by D. Payne

Vote:	<u>Yes</u>	<u>No/</u>	<u>Absent/ Not Present</u>
The Hon. Cory A. Booker, Mayor			X
The Hon. Donald M. Payne, Councilman at Large	X		
Oscar James, II	X		
William T. Merritt	X		
Rodney Johnson	X		

Action taken Meeting adjourned

Adjourned at approximately 1:01 p.m.