

CITY OF EAST ORANGE, NEW JERSEY
EAST ORANGE WATER COMMISSION
99 South Grove Street
East Orange, NJ 07018
TED R. GREEN, Mayor
REORGANIZATION MEETING
January 19, 2022

MINUTES

Minutes of the Reorganization Meeting of the Board of Water Commissioners held in the Conference Room of the East Orange Water Commission, 99 South Grove Street, East Orange, New Jersey on Wednesday, January 19, 2022.

I. CALL TO ORDER - 5:06 p.m.

ROLL CALL

PRESENT:

Commissioners

Alison Rolling

Shantel Harrison

Lauren Shears – exited meeting at 5:20 pm

Emmanuel O. Awe

Staff

John Liu, Executive Director

Keena-Lyn Simmons, Senior Accounts Clerk

Joseph J. Tomashosky –Finance

Thomas J. Matich – Operations Manager

Kelly Fields, Administrative Analyst

Sheri Lassiter, Customer Service

Counsel

Denis Murphy, Esq. (Weiner Law)

Council Members

None

Public

Mayor Green – at approximately 5:12 pm

The meeting was called to order, Commissioner Rolling determined that there was a quorum and convened the Regular Meeting.

Commissioner Rolling read the Sunshine Law for the record.

Commissioner Rolling read the Rate Statement.

II. STATUS OF RESOLUTIONS

The Mayor has returned Resolutions #126 through #130. All resolutions are in full force and effect.

III. ADOPTION/CORRECTION OF MINUTES

7A: The Minutes of the December 21, 2021, Regular Board Meeting were approved on a motion made by Commissioner Harrison, seconded by Commissioner Shears, and carried unanimously on the call for the Board to vote.

A correction was made to remove Commissioner Oliphant from the attendance.

IV. PRESENTATION

NONE

V. EXECUTIVE DIRECTOR REPORTS

FINANCE – Joe Tomashosky advised the Board that they had a very good month for East Orange collections. The collection rate for the month was 118.1%. He also advised that they have collected about \$2 million more than anticipated. The 52+ days outstanding account at the end of December is 55.3% of total receivables compared to pre-pandemic. The big challenge is to get that collected as we move forward. Budgeted expenses were met in 2021. The largest positive variance was Salary and Wage expenses as needed staff was not hired due to COVID. All in all, another good year in terms of meeting and exceeding budget.

CUSTOMER SERVICE - Sheri Lassiter advised that the only new complaint is a customer asking for a 24-month payment arrangement. A brief discussion was then held regarding same.

CAPITAL – Tom Matich advised the Board that the distribution project has been ongoing since 2020. It is now at the construction phase end. As of Friday, there are less than 6 services to install. Final pavement of the restoration will begin in the Spring. The Emergency Generator Project which commenced last year is on the final phase as well. He then advised the Board that they halted some onsite vendor work due to COVID and are now slowly beginning to allow them back. That includes the SCADA project as well. The Disinfection Conversion Project is ready for advertising. The bid opening date will be in February.

MAINS – Tom Matich advised the Board that Lead Service Line inventory is due on Friday. Information from both the customer database and distribution system are being entered into the approved spreadsheet format.

WORPS – Tom Matich advised the board that last month yielded one of their largest regular water sale months. Last month they provided just about 33MG or \$110,000 in sales.

DIRECTOR REPORT – Director Liu spoke about ongoing projects such as Woodland Avenue. The project reports will be submitted this month by the Engineers. He then advised that the Computerized Maintenance Management System (CMMS) program is ongoing. They continue to replace large meters as they see fit. Dickenson #3 is being designed. New Hires have been sent to personnel so they can get the advertisements out.

Director Liu then advised the Board that he would like to discuss three (3) items:

- 1) **Lead Line Service Inventory** must be submitted to the State. Thirty (30) days after they have to notify the customers that they have a lead line service. He then went over same with the Board.
- 2) **Ionized Study** - Sanitary Sewer Line and Storm Water that goes directly to Passaic Valley. Passaic Valley has meters that charge for every drop that goes through the meter. Therefore, they need to do a study to see how much stormwater is getting into the system. They were notified by Passaic Valley that they have a major inflow situation. Rainfall is getting into the sanitary sewer system which is making it 80 times higher than the normal inflow. He then went on to briefly discuss same with the Board.
- 3) **PFOA** is a new regulation. All the PFOA's are coming from the Canoe Brook Well Field. All these wells have PFOA and the VOC problem. They are looking to solve the mystery about where the PFOA is coming in. It will cost about \$10 Million of capital investment. If they can find out where it is coming in, they can switch the wells and maybe eliminate the problem. A discussion was then held regarding same.

VI. COMMUNICATIONS

None

VII. UNFINISHED BUSINESS

MS4 - Complaints
Legal Matters

Denis Murphy will discuss in Executive Session.

VIII. REORGANIZATION

The following resolutions 13A through 13C were presented to the Board for approval.

13A: Resolution appointing the President of the East Orange Board of Water Commissioners for the Year 2022 – Alison Rolling

Resolution 13A was approved on a motion made by Commissioner Harrison, seconded by Commissioner Shears and carried unanimously on the call for the Board to vote.

13B: Resolution appointing the Vice President of the East Orange Board of Water Commissioners for the Year 2022 – Shantel Harrison

Resolution 13B was approved on a motion made by Commissioner Rolling, seconded by Commissioner Shears and carried unanimously on the call for the Board to vote.

13C: Resolution appointing the Secretary of the East Orange Board of Water Commissioners for the Year 2022 – Lauren Shears

Resolution 13C was approved on a motion made by Commissioner Harrison, seconded by Commissioner Rolling and carried unanimously on the call for the Board to vote.

APPROVAL OF RESOLUTIONS

The following resolutions 13D through 13F were TABLED until after Executive Session.

13D: Resolution appointing the Regular and Alternate Members of the Finance and IT Committees of the East Orange Board of Water Commissioners for the Year 2022

13E: Resolution appointing the Regular and Alternate Members of the Capital Committee of the East Orange Board of Water Commissioners for the Year 2022

13F: Resolution appointing the Regular and Alternate Members of the Personnel Committee of the East Orange Board of Water Commissioners for the Year 2022

A Motion to omnibus Resolutions 13G through 13O was approved by Commissioner Harrison, seconded by Commissioner Awe and carried unanimously on the call for the Board to vote.

13G: Resolution to Designate the Official Depository of East Orange Water Commission Funds and the procedure of Signing Checks and Authorizing Transfers of Water Commission Funds

13H: Resolution designating the Newark StarLedger and the Record Transcript as the East Orange Board of Water Commissioners Official Newspaper for the Publication of Public Notices for 2022

13I: Resolution authorizing and approving an award of a contract for Legal Services for an amount not to exceed \$150,000.00

13J: Resolution to Establish the Annual 2022 Meeting Dates

13K: Resolution ratifying the Recurring Monthly Bills in the amount of \$712,451.91

13L: Resolution authorizing the approval and payments of Operating Bills in the total amount of \$1,109,977.38

13M: Resolution ratifying the payment of December 2021 payrolls in the amount of \$289,209.39

13N: Resolution authorizing the payment of Capital Invoices for the month of December 2021 in the amount of \$369,835.89

13O: Resolution authorizing the January 2022 Temporary Budget in the amount of \$6,087,929.00

IX. PUBLIC COMMENT

None

X. EXECUTIVE SESSION

12A: Resolution for Closed Session

Resolution 12A was approved on a motion made by Commissioner Harrison, seconded by Commissioner Rolling and carried unanimously on the call for the Board to vote.

The Board went into Executive Session to discuss the following at 6:01 pm:

1. Personnel Committee
2. Contracts and Litigation Matters

The Board came out of Executive Session at 7:24 p.m.

XI. REINTRODUCTION OF RESOLUTIONS

A Motion to omnibus Resolutions 13D through 13F was approved by Commissioner Harrison, seconded by Commissioner Rolling and carried unanimously on the call for the Board to vote.

13D: Resolution appointing the Regular and Alternate Members of the Finance and IT Committees of the East Orange Board of Water Commissioners for the Year 2022 (Awe, Harrison and TBD)

13E: Resolution appointing the Regular and Alternate Members of the Capital Committee of the East Orange Board of Water Commissioners for the Year 2022 (Rolling, Awe and TBD)

13F: Resolution appointing the Regular and Alternate Members of the Personnel Committee of the East Orange Board of Water Commissioners for the Year 2022 (Harrison, Shears and TBD)

A motion to add Resolution 13P to the agenda was made by Commissioner Harrison, seconded by Commissioner Rolling and carried unanimously on the call for the Board to vote.

13P: Resolution authorizing and directing the issuance of a Notice to Quit to the Current tenant located at the property located at 361 Parsonage Hill Road, Millburn (Short Hills) for the purpose to retire the property from residential use and commence proceedings to arrange for its demolition upon its vacation

Resolution 13P was approved on a motion made by Commissioner Harrison, seconded by Commissioner Rolling and carried unanimously on the call for the Board to vote.

There being no further business, the meeting was adjourned at approximately 7:30 pm.

THESE MINUTES ARE OF NECESSITY CONDENSED AND ABRIGED AND DO NOT PURPORT TO CONTAIN THE FULL CONTENTS OF THE MATTERS DISCUSSED.

SONYA BUTLER
TRANSCRIBER