

**Meeting of January 21, 2016**  
**Maintenance**

A meeting of the Joint Meeting was held on the above date at the Maplewood Municipal Building at 4:00 p.m. Chairperson Florio in the Chair.

The Executive Director read the following statement:

Pursuant to Section #5, Chapter 231, P.L. 1975, notice of this meeting has been provided to the public by posting and maintaining the annual notice of the regular meetings of the Joint Meeting on the bulletin board of the Maplewood Municipal Building; by mailing the annual notice of the regular meetings for 2016 to the Star Ledger, The Home News Tribune and to the offices of the Municipal Clerks of the 11 member municipalities of the Joint Meeting and to the City Clerk of the City of Elizabeth and to the County Clerks' Office of the Counties of Essex and Union, all on December 28, 2015.

On roll call the following members were present: Messrs. Whitaker, DeLuca, Hokanson, Levison, Florio, Cirilo, Ms. Talmadge, Burgess, Chaneyfield-Jenkins and Donald DeAugustine, Hillside's alternate. Mr. Sun arrived at 4:05 p.m. and Mr. Tillotson arrived at 4:25 p.m.

Also in attendance were Messrs. McGhee, Dowhan, Terrezza, Phillips, Barry, Berkeley, Esq. and Ms. DeFrancis of Joint Meeting; E. Webster, J. Kantor and J. Noble Esq. of Inglesino, Webster, Wyciskala & Taylor, LLC; Joint Meeting's Consultants CME Associates (CME), AVA Consulting LLC (AVA), Global Logistics Group (GLG) and Roman Rivera, Esq. of Scarinci Hollenbeck, LLC.

The Chairperson led the pledge of allegiance.

Since this is the reorganization meeting, Counsel Webster stated that nominations for the offices of Chairperson, Vice-Chairperson/Secretary and Treasurer would be in order.

Ms. Chaneyfield-Jenkins nominated Mr. Levison for the office of Chairperson which nomination was seconded by Mayor DeLuca.

Mayor Hokanson nominated Mr. Cirilo for the Office of Chairperson which nomination was seconded by Mr. Whitaker.

Mr. Cirilo stated that he appreciated being nominated for the Office of Chairperson but he respectfully declines the nomination.

Counsel Webster again asked if there were any further nominations. There being none, on motion by Ms. Chaneyfield-Jenkins, seconded by Mayor DeLuca, the nominations for Chairperson was closed. On roll call; ayes, Messrs. Whitaker, DeLuca, Hokanson, Levison, Florio, Cirilo, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none.

There being only one (1) nominee, on roll call; ayes, Messrs. Whitaker, DeLuca, Hokanson, Levison, Florio, Cirilo, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none; Mr. Levison was elected Chairperson. (R-001)

The Chairperson stated that nominations were now in order for the office of Vice-Chairperson/Secretary Mr. Florio nominated Mayor Hokanson for the office of Vice-Chairperson/Secretary which nomination was seconded by Ms. Chaneyfield-Jenkins.

It now being 4:05 p.m., Mr. Sun arrived.

The Chairperson asked if there were any further nominations. There being none, on motion by Mr. Florio, seconded by Ms. Chaneyfield-Jenkins, the nominations for Vice-Chairperson/Secretary was closed. On roll call; ayes, Messrs. Whitaker, DeLuca, Hokanson, Levison, Sun, Cirilo, Florio, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none.

There being only one (1) nominee, on roll call; ayes, Messrs. Whitaker, DeLuca, Hokanson, Levison, Sun, Florio, Cirilo, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none; Mayor Hokanson was elected Vice-Chairperson/Secretary. (R-002)

The Chairperson stated that nominations were now in order for the office of Treasurer.

Mr. Florio nominated Mr. Sun for the office of Treasurer which nomination was seconded by Ms. Chaneyfield-Jenkins.

The Chairperson asked if there were any further nominations. There being none, on motion by Mr. Florio, seconded by Ms. Chaneyfield-Jenkins, the nomination for Treasurer was closed. On roll call; ayes, Messrs. Whitaker, DeLuca, Hokanson, Levison, Sun, Florio, Cirilo, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none.

There being only one (1) nominee, on roll call; ayes, Messrs. Whitaker, DeLuca, Hokanson, Levison, Sun, Florio, Cirilo, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none; Mr. Sun was elected Treasurer. (R-003)

The Board congratulated Messrs. Levison, Hokanson and Sun on their election as officers of the Joint Meeting.

Messrs. Levison, Hokanson and Sun thanked the Board for their support.

On motion by Ms. Chaneyfield-Jenkins, seconded by Mr. Cirilo, Resolution 004, designating publications as The Star Ledger, Home News Tribune, El Nuevo Coqui, and City News Publications was adopted. On roll call; ayes, Messrs. Whitaker, DeLuca, Hokanson, Levison, Sun, Florio, Cirilo, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none.

On motion by Mr. Florio, seconded by Ms. Chaneyfield-Jenkins, Resolution 005, designating Official Financial Institutions was adopted. On roll call; ayes, Messrs. Whitaker, DeLuca, Hokanson, Levison, Sun, Florio, Cirilo, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none.

On motion by Mr. Florio, seconded by Mr. Cirilo, Resolution 006, designating Bank Signatories was adopted. On roll call; ayes, Messrs. Whitaker, DeLuca, Hokanson, Levison, Sun, Florio, Cirilo, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none

On motion by Mr. Florio, seconded by Ms. Burgess, the minutes of the last meeting were approved as printed. On roll call; ayes, Messrs. Hokanson, Levison, Florio, Cirilo, Ms. Burgess and Chaneyfield-Jenkins; nays, none; ; abstaining, Messrs. Whitaker, DeLuca, Sun and Ms. Talmadge.

On motion by Mr. Florio, seconded by Mayor Hokanson, the **Treasurer's Report** having been mailed to the Board members was received and ordered printed. On roll call; ayes, Messrs. Whitaker, DeLuca, Hokanson, Levison, Sun, Florio, Cirilo, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none.

On motion by Ms. Chaneyfield-Jenkins, seconded by Mr. Florio, the **Treatment Plant Report and Industrial Pretreatment Report** having been mailed to the Board members were received and ordered printed. On roll call; ayes, Messrs. Whitaker, DeLuca, Hokanson, Levison, Sun, Florio, Cirilo, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none.

On motion by Mr. Florio, seconded by Mayor DeLuca, **General Counsel, Conflict Counsel (no report), Special Labor Counsel** and the **Engineering Reports** having been mailed to the Board members were received and ordered printed. On roll call; ayes, Messrs. Whitaker, DeLuca, Hokanson, Levison, Sun, Florio, Cirilo, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none.

The correspondence was received and will be filed.

The Chairperson asked if there was anyone wishing to address the Board on any Joint Meeting matter with a five-minute limit. Hearing no one the Public Session was declared closed.

For clarification purposes, Ms. Chaneyfield-Jenkins explained that at the December meeting concerns were expressed by the P&P Committee and members of the Board with regard to the process used for determining the names submitted as qualified vendors to the Board for a vote. Following several meeting between the P&P Committee and Administration it was determined that the P&P Committee will be more involved with the process and that the names of all qualified, responding vendors would be submitted for consideration by the entire Board for a vote. In addition for the sake of continuity it would be beneficial to have all the Professional Services Contracts become due in December. This would allow for the Board members to have a better understanding and knowledge of what has transpired during the year since they would have served six (6) to twelve (12) months or longer on the Board.

Ms. Chaneyfield-Jenkins further explained that with regard to Resolution 007, RFQ's for Various Professional Services and Extraordinary Unspecifiable Service Firms, there was an issue in regards to No. 5, Public Relations Services since in the past, the work of one (1) of the vendors was not satisfactory and the other bidder was not as well known. Therefore, the P&P Committee recommends, that for No. 5, Public Relations Service, all the bids be rejected and be rebid.

For clarification purposes Counsel Webster explained that the P&P Committee recommended the firms in Resolution 007 be qualified. However, in respect to No. 5 (Public Relations Services) the Committee is recommending that both responses be rejected and re-advertise.

Mr. Florio explained that with regard to Resolution 007 most of those responding were qualified which is what this resolution is saying. It is the individual resolutions voted on by the Board that will determine which qualified vendor will be awarded either a contract or a purchase order.

In answer to a question as to the current engineers, the Plant Superintendent explained that most of the firms in Resolution 007, Nos 1 and 7 are qualified firms that are currently or have in the past worked on projects for Joint Meeting either in the preparation of bid specifications or overseeing the contractors awarded the bid. Some of the projects are in regards to the Collection System, helping in the development of a hydraulic model for the system, the Biosolids Hauling and Land application services and a current project to relocate staff into more permanent offices. It is beneficial to have several engineering firms on the list in case their services are required during the year`.

Counsel Webster stated that basically all the other firms listed under the various Services are well qualified firms who also are currently working or have worked in the past for Joint Meeting.

It now being 4:25 p.m., Mr. Tillotson arrived.

On motion by Mayor DeLuca, seconded by Mr. Florio, Resolution 007, Approving the Qualifications for Various Professional Services and Extraordinary Unspecifiable Service Firms, as amended with the rejection and rebidding of No. 5, Public Relations Services, was adopted. On roll call; ayes, Messrs. Whitaker, DeLuca, Hokanson, Levison, Sun, Florio, Cirilo, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none; abstaining Mr. Tillotson.

On motion by Mr. Florio, seconded by Mayor DeLuca, Resolution 008, awarding a Contract to CME Associates for Engineering Services was adopted. On roll call; ayes, Messrs. Whitaker, DeLuca, Hokanson, Levison, Sun, Florio, Cirilo, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none; abstaining, Mr. Tillotson.

On motion by Ms. Chaneyfield-Jenkins, seconded by Mr. Florio, Resolution 009, awarding a Contract to AVA Consulting LLC for Special Engineering Services was adopted. On roll call; ayes, Messrs. Whitaker, DeLuca, Tillotson, Hokanson, Levison, Sun, Florio, Cirilo, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none.

On motion by Ms. Chaneyfield-Jenkins, seconded by Mr. Florio, Resolution 010, appointing the Law Firm of Inglesino, Webster, Wyciskala & Taylor, LLC as General Counsel was adopted. On roll call; ayes, Messrs. Whitaker, DeLuca, Tillotson, Hokanson, Levison, Sun, Florio, Cirilo, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none.

On motion by Ms. Chaneyfield-Jenkins, seconded by Ms. Burgess, Resolution 011, appointing the Law Firm of Scarinci Hollenbeck, LLC to serve as Labor and Employment Counsel was adopted. On roll call; ayes, Messrs. Whitaker, DeLuca, Tillotson, Hokanson, Levison, Sun, Florio, Cirilo, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none.

Counsel Webster introduced Counsel Rivera from the firm of Scarinci Hollenbeck who thanked the Board for appointing his firm as Labor Counsel and they are looking forward to working with Joint Meeting.

On motion by Ms. Chaneyfield-Jenkins, seconded by Ms. Burgess, Resolution 012, appointing the Law Firm of Hunt, Hamlin & Ridley, LLC to serve as Special Counsel for Pretreatment Violations was adopted. On roll call; ayes, Messrs. Whitaker, DeLuca, Tillotson, Hokanson, Sun, Florio, Cirilo, Levison, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none.

On motion by Mayor Hokanson, seconded by Mayor DeLuca, Resolution 013, reappointing the Firm of Suplee, Clooney & Company for Auditing Services to Perform the 2016 Audit was adopted. On roll call; ayes, Messrs. Whitaker, DeLuca, Tillotson, Hokanson, Sun, Florio, Cirilo, Levison, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none.

On motion by Mr. Cirilo, seconded by Mayor DeLuca, Resolution 014, Renewal of a Contract for Public Relations Services was tabled. On roll call; ayes, Messrs. Whitaker, DeLuca, Tillotson, Hokanson, Sun, Florio, Cirilo, Levison, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none.

On motion by Ms. Burgess, seconded by Ms. Chaneyfield-Jenkins, Resolution 015, Approving Payment of Bills was adopted. On roll call; ayes, Messrs. Whitaker, DeLuca, Tillotson, Hokanson, Sun, Florio, Cirilo, Levison, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none.

On motion by Mr. Sun, seconded by Ms. Talmadge, Resolution 016, Appreciation to Mike McTernan was adopted. On roll call; ayes, Messrs. Whitaker, DeLuca, Tillotson, Hokanson, Sun, Florio, Cirilo, Levison, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none.

On motion by Mr. Cirilo, seconded by Mr. Florio, Resolution 017, Amending Contract with CME Associates for Professional Engineering Services in Connection with The Facilities Flood Control Benefit Cost Analysis was adopted. On roll call; ayes, Messrs. Whitaker, DeLuca, Tillotson, Hokanson, Sun, Florio, Cirilo, Levison, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none.

Mr. Cirilo stated that he would like to revisit Resolution 007 previously adopted by the Board with regard to No. 7, Insurance Services as he did not see a resolution considering one (1) of the firms Fairview Insurance Agency Associates, Inc.

Following a lengthy and thorough discussion with regard to No. 6, Insurance Services, of Resolution 007 and Counsel Webster's opinion that in light of the fact that it is the renewal of the insurance policies in May, the Board can act and vote on the Professional Services (Broker Of Record) Resolution tonight.

Three (3) motions were made; 1) Ms. Chaneyfield-Jenkins motioned Fairview Insurance which was seconded by Mr. Cirilo; 2) Mayor DeLuca motioned to table No. 6 which motion he then rescinded and 3) Mr. Florio motioned BGIA which was seconded by Mayor Hokanson.

Counsel Webster explained that there are two (2) motions on the floor. One motion by Ms. Chaneyfield-Jenkins and seconded by Mr. Cirilo, for Fairview and the other motion by Mr. Florio and seconded by Mayor Hokanson for BGIA. What is usually done in this type of situation is to have a roll

call based upon alphabetical order and the first firm to reach six (6) aye votes is awarded the contract. Therefore, on the motion to award to BGIA, on roll call; ayes, Messrs. Whitaker, DeLuca, Tillotson, Hokanson, Sun and Florio; nays, Messrs. Cirilo, Levison, Talmadge, Burgess and Chaneyfield-Jenkins; with a six (6) to five (5) vote, R-026 awarding a Contract to Business and Governmental Insurance Agency for Insurance Broker Services for 2016 (BGIA) was adopted.

On the question of having all Professional Services Contracts become due on December 31<sup>st</sup>, Counsel Webster explained that on the insurance issue the Board has to be careful when we contract and when we renew as there could be cost applications to that. He will try to schedule a meeting with BGIA representatives to discuss the period of the existing insurance to December 31<sup>st</sup> because there may be a better market opportunity for them.

The Director of Administration and Finance explained that the Broker of Record does not get paid until he actually places the insurance. The broker gets paid from the insurance companies, not from Joint Meeting. In the past the Broker of Record was always done in January and the policies took effect when they were written

Following a discussion as to when this issue should be discussed and voted on, on motion by Ms. Chaneyfield-Jenkins, seconded Mayor DeLuca, Resolution 027, Establishing a Policy That All Professional Service Contract will be voted on at the December Board Meeting and All Such Contracts for Services will Run from the First of the Year to December 31<sup>st</sup> was adopted. On roll call; ayes, Messrs. Whitaker, DeLuca, Tillotson, Hokanson, Levison, Sun, Florio, Cirilo, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none.

A discussion held on a facility that strains the sludge and the question as to whether any of the plastics can be recycled and included in the design CME Associates explained our goal is to make the sludge that we produce as clean as possible so that it can be land applied, etc. This is for construction administration and will be out for bids next week with construction started in the spring.

On motion by Mayor Hokanson, seconded by Mr. Florio, Resolution 018, awarding a Contract to CME Associates for Professional Engineering Services for Digested Sludge Conditioning was adopted. On roll call; ayes, Messrs. Whitaker, DeLuca, Tillotson, Hokanson, Levison, Sun, Florio, Cirilo, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none.

A discussion was held on the pilot plant study for 1 year where food put in a homogenized form by an outside vendor is brought to the plant and comingled with our sludge to produce methane gas which in turn is used in the Co-Generation Facility to generate electric and heat for the plant. As to using food waste from the 11 member municipalities it was explained that we are reaching out to solid waste collectors and asking them to participate in the program. The biggest is Waste Management, who are starting the business on the East Coast and is the type of company we are reaching out to. During the pilot study CME Associates will monitor the amount of additional methane gas produced, the additional waste solids produced, the cost to operate the facility and determine whether it is cost effective. Also, there is the potential tipping fee.

In answer to a question as to the similar facility RVSA is in the process of constructing, CME Associates explained that Joint Meeting is looking not just for waste food but previous processed food.

On motion by Mayor DeLuca, seconded by Mr. Cirilo, Resolution 019, Amending Contract with CME Associates for Professional Engineering Services in Connection with Project to Increase Methane Production by Utilizing Food Waste was adopted. On roll call; ayes, Messrs. Whitaker, DeLuca, Tillotson, Hokanson, Levison, Sun, Florio, Cirilo, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none.

On motion by Ms. Chaneyfield-Jenkins, seconded by Mayor Hokanson, Resolution 020, awarding a Contract to CME Associates for Professional Engineering Services in Connection with the Facilities Flood Control Project Environmental Assessment was adopted. On roll call; ayes, Messrs. Whitaker, DeLuca, Tillotson, Hokanson, Levison, Sun, Florio, Cirilo, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none.

On motion by Mr. Cirilo, seconded by Mr. Florio, Resolution 021, Authorizing the Procurement by Public Bidding of Various Services, Equipment and Materials was adopted. On roll call; ayes, Messrs. Whitaker, DeLuca, Tillotson, Hokanson, Levison, Sun, Florio, Cirilo, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none.

On motion by Ms. Talmadge, seconded by Mayor DeLuca, Resolution 022, awarding a Contract to Clean Venture, Inc. for Co-Generation Facility Iron Sponge Media Removal, Reloading, Disposal and Cleaning of Vessel #302 was adopted. On roll call; ayes, Messrs. Whitaker, DeLuca, Tillotson, Hokanson, Levison, Sun, Florio, Cirilo, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none.

On motion by Mayor DeLuca, seconded by Ms. Talmadge, Resolution 023, Rejecting Bid Submitted for the Carbon Media Supply, Removal, Disposal and Reloading of Vessel #301 for Hydrogen Sulfide Removal was adopted. On roll call; ayes, Messrs. Whitaker, DeLuca, Tillotson, Hokanson, Levison, Sun, Florio, Cirilo, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none.

On motion by Mayor DeLuca, seconded by Mr. Cirilo, Resolution 024, authorizing a Purchase Order to Dave Heiner Associates, Inc. for Furnishing and Delivering One (1) Wemco Pump and Parts was adopted. On roll call; ayes, Messrs. Whitaker, DeLuca, Tillotson, Hokanson, Levison, Sun, Florio, Cirilo, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none.

On motion by Mayor Hokanson, seconded by Ms. Burgess, Resolution 025, authorizing a Purchase Order to Global Logistics Group, LLC for providing Accounting Clerk Services was adopted. On roll call; ayes, Messrs. Whitaker, DeLuca, Tillotson, Hokanson, Levison, Sun, Florio, Cirilo, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none.

**Unfinished business** – the Executive Director stated that since we have a number of new members, in addition to longer term members, who may not have had the opportunity to take a tour of the facility, he thought that perhaps the Board would consider having a couple of meetings at the facility in the Spring.

There being no further business on motion by Mr. Florio, seconded by Mayor DeLuca, the meeting then adjourned to meet again on Thursday, February 18, 2016, at the Maplewood Municipal Building at 4:00 p.m. unless called earlier by the Chair. On roll call; ayes, Messrs. Whitaker, DeLuca, Tillotson, Hokanson, Levison, Sun, Florio, Cirilo, Ms. Talmadge, Burgess and Chaneyfield-Jenkins; nays, none.

Respectfully submitted,

Carl Hokanson  
Secretary