

**WARREN COUNTY (PEQUEST RIVER)
MUNICIPAL UTILITIES AUTHORITY
REORGANIZATION MEETING
MINUTES
FEBRUARY 16, 2011**

The reorganization meeting of the Warren County (Pequest River) Municipal Utilities Authority was called to order by Chairman Chamberlain at 7:30 P.M. The meeting was held at the Authority's Administration building at 199 Foul Rift Road, Belvidere, New Jersey.

Mr. Tipton administered the Oath of Office to Mr. Piazza and Mr. Scott, Jr.

Present at roll call:

Chad Chamberlain
Drew Kiszonak
Laurel Napolitani
Everdina O'Connor
Robert Piazza
Philip Rosenberg
A. Morris Scott, Jr.
Michael Walsh

Angelo Accetturo (entered at 7:34)

Also, in attendance were: Steve Donati, P.E., Authority Engineer and Consultant; Brian Tipton, Esq., Authority Legal Counsel; Charles L. Houck, Authority CFO; and Patricia Kaspereen, Administrative Assistant.

Chairman Chamberlain led everyone in the Pledge of Allegiance and then read the Introductory Statement.

Mr. Accetturo entered the meeting.

REPORTS OF COMMITTEES

Mr. Piazza, a member of the Finance Committee, recapped the past year's accomplishments, mainly the implementation of the new billing system.

Mr. Walsh informed the Board that the Township of White imposes a 12% surcharge on the sewer bills to cover administrative costs.

Chairman Chamberlain thanked the Finance Committee and Mr. Houck for their hard work and accomplishments in the past year.

As the chairperson for the Personnel Committee, Chairman Chamberlain thanked the committee for the amount of time they devoted over the past year. The Authority evaluated its wants versus its needs for the leadership of the MUA, in order to come up with an economical solution.

In 2010, the Personnel Committee made some modifications to the Personnel Policy Manual and expects to make more modifications in the future.

ELECTION OF OFFICERS

Chairman Chamberlain passed the gavel to Mr. Tipton for the Election of Chairperson.

Mr. Tipton opened the floor for nominations for the position of Chairperson.

Mr. Scott moved to nominate Mr. Chamberlain as Chairperson. Ms. O'Connor seconded. There were no further nominations for Chairperson. The motion passed unanimously, roll call was as follows:

Mr. Accetturo	Yes	Mr. Piazza	Yes
Mr. Kiszonak	Yes	Mr. Scott	Yes
Mr. Rosenberg	Yes	Mr. Walsh	Yes
Ms. Napolitani	Yes	Chairman Chamberlain	Yes
Ms. O'Connor	Yes		

Mr. Tipton congratulated Chairman Chamberlain and relinquished the gavel to him.

Chairman Chamberlain stated he was most proud of the accomplishment that every member has an equal voice, as well as the implementation of the new billing system and the future leadership of the Authority. He expressed appreciation for everyone's support and looks forward to another good year.

Chairman Chamberlain opened the floor for nominations for Vice Chairperson.

Mr. Piazza moved to nominate Mr. Scott for Vice Chairperson; Ms. Napolitani seconded. As there were no further nominations, nominations for Vice Chairperson were closed. The motion passed unanimously on a roll call vote.

Mr. Scott thanked his fellow board members.

Chairman Chamberlain then opened the floor for nominations for Secretary.

Ms. O'Connor moved to nominate Ms. Napolitani as Secretary. Mr. Scott seconded. As there were no further nominations, nominations for Secretary were closed. The motion passed unanimously on a roll call vote.

Chairman Chamberlain said Mr. Accetturo was not interested in continuing as Treasurer.

Chairman Chamberlain asked for nominations for the final position – Treasurer.

Mr. Accetturo moved to nominate Mr. Piazza as Treasurer. Mr. Scott seconded. As there were no further nominations, nominations for Treasurer were closed. The motion passed unanimously on a roll call vote.

Chairman Chamberlain congratulated Mr. Piazza, who credited Mr. Accetturo with the fine job he did as the past Treasurer.

APPOINTMENT OF OFFICERS

Chairman Chamberlain presented a resolution authorizing the award of a non-fair and open contract for professional services to Florio, Perrucci, Steinhardt & Fader for legal services for the WC(PR)MUA. The rate is the same as last year.

Mr. Piazza moved to adopt Resolution 11-04, awarding a non-fair and open contract for professional services to Florio, Perrucci, Steinhardt & Fader for legal services for 2011. Ms. O'Connor seconded. The motion passed unanimously on a roll call vote.

Chairman Chamberlain presented a resolution authorizing the award of a non-fair and open contract for professional engineering services for 2011 to Cerenzio & Panaro.

Mr. Piazza moved to adopt Resolution 11-05, awarding a non-fair and open contract for professional engineering services for 2011 to Cerenzio & Panaro. Mr. Scott seconded. The motion passed on a roll call vote.

On behalf of Cerenzio & Panaro, Mr. Donati expressed his gratitude to the Board for their continued faith in C&P.

NEW BUSINESS

The Committees for 2011 are as follows:

Finance Committee:

Robert Piazza, Chairman
Angelo Accetturo
Morris Scott
Michael Walsh

Personnel Committee:

Chad Chamberlain, Chairman
Drew Kiszonak

Laurel Napolitani
Everdina O'Connor

Feasibility Study Committee (Oxford WWTP Upgrade):

Philip Rosenberg, Chairman
Angelo Accetturo
Drew Kiszonak
Robert Piazza

Chairman Chamberlain presented the resolution for appointment of auditor.

Mr. Scott moved to adopt Resolution 11-06, authorizing the appointment of Nisivoccia & Company to provide the professional services of auditor for FY2010. Ms. Napolitani seconded. Roll call was as follows:

Mr. Accetturo	Yes	Mr. Piazza	Yes
Mr. Kiszonak	Abstain	Mr. Scott	Yes
Mr. Rosenberg	Yes	Mr. Walsh	Abstain
Ms. Napolitani	Yes	Chairman Chamberlain	Yes
Ms. O'Connor	Yes		

Chairman Chamberlain introduced Resolution 11-07, for the appointment of the Authority's Public Agency Compliance Officer for 2011.

Ms. O'Connor moved to nominate Mr. Piazza as the Authority's Public Agency Compliance Officer (PACO) for 2011. Mr. Scott seconded. The motion passed unanimously on a roll call vote

Lastly, Chairman Chamberlain introduced the resolutions for the Authority's meeting dates; official newspapers; and fees chargeable for copies of records.

Mr. Piazza moved to adopt Resolutions 11-08, 11-09, and 11-10, for the establishment of the schedule of the Authority's meeting dates and times; for designation of the Authority's official newspapers; and for the establishment of fees chargeable for copies of records, respectively.

All regular meetings will continue to be on the third Wednesday of the month and will start at 7:30 p.m., with the exception of the February 2012 and December 2011 regular meetings that will start at 8:00 p.m. The reorganization meeting held in February 2012 and the public rate hearing held in December 2011 will start at 7:30 p.m.

The Board designated the *Star Gazette* as the Authority's official newspaper, and with *The Express Times*, as the two newspapers to receive notices of meetings. The fees charged for copies of records and the request form will comply with OPRA.

Mr. Rosenberg seconded the motion. The motion passed unanimously on a roll call vote.

Mr. Kiszona moved and Mr. Walsh seconded that the Reorganization Meeting be adjourned. The motion passed unanimously and the meeting was adjourned at 7:52 p.m.

Patricia Kaspereen
Administrative Assistant