

**WOODBINE MUNICIPAL UTILITIES AUTHORITY**  
**MEETING MINUTES**  
**August 22, 2016**

**The meeting was called to order** by Chairman, William Pikolycky at 7:30 p.m.

Adequate notice of this meeting was provided in compliance with the Open Public Meeting Act by notifying the Atlantic City Press on March 9, 2016, and by posting a copy of said notice on the Lobby Bulletin Board, of the Borough Hall.

An audio recording of this Open Public Meeting is filed with the Secretary of the Board.

**Roll Call** was taken with the following members present:

William Pikolycky, Chairman  
Barbara Prettyman, Vice-Chair  
Eduardo Ortiz, Board Member  
Mary Helen Perez, Board Member  
Enrique Rodriguez, Board Member

William Blaney, Solicitor  
Bruce Graham, Engineer  
Jim Gurdgiel, Plant Operator  
Rebecca Saduk, ETS Representative  
Monserrate Gallardo, Secretary/Treasurer

**The following members and/or professionals were absent:** None.

**The Chairman led the Board to the Pledge of Allegiance.**

**Approval of the Minutes of July 25, 2016 as revised:**

1<sup>st</sup> Motion: Eduardo Ortiz

2<sup>nd</sup> Motion: Enrique Rodriguez

Approved: 4

Abstain: 1

Opposed: 0

Vice-Chair Prettyman abstained.

**UNFINISHED BUSINESS:**

**USDA/Sewer Study Status Update**

Engineer Graham reported that he was waiting for a response from USDA, and that said response could take another thirty (30) or sixty (60) days.

### **Chlorine Room – Flood Damage**

Engineer Graham reported that the system was started and two (2) other problems were discovered. Jim Gurdgiel explained the new problems to the Board. Engineer Graham stated that it was not part of the original scope of the work for which the insurance already paid. Solicitor Blaney stated that he had the check for the initial work in his possession. Engineer Graham estimated that the new repairs would cost an additional \$3,000.00 dollars. A discussion was initiated regarding this matter. Solicitor Blaney stated that the new repairs may be taken back to the insurance company for possible payment. More discussion took place. Solicitor Blaney recommended that a motion be made to authorize emergency repairs which include parts (actuator valve and seal kit), and labor. This resolution was assigned number 11-2016 because numbers 08-2016, 09-2016, and 10-2016 were already assigned.

Motion to authorize emergency repairs  
in the Chlorine Room which include  
parts, and labor:

#### **Resolution No. 11-2016**

1<sup>st</sup> Motion: Eduardo Ortiz

2<sup>nd</sup> Motion: Mary Helen Perez

Approved: 5

Abstain: 0

Opposed: 0

### **USDA/Water Pre-Application Water Filters-Rehab/Main Plant**

Engineer Graham gave a brief status update of the funding that had been applied for regarding the above listed matter. He stated that the next step would be to submit a letter of intent (planning report). He reminded the Board of the ceremony that had taken place to formally announce the reward, and the government officials that attended said event.

### **NEW BUSINESS:**

Engineer Graham continued the meeting by mentioning the resolution to the Local Finance Board to be voted upon at this meeting, and his concerns regarding proposed payment to the Bond Counsel. He explained his concerns in detail. A discussion was initiated regarding this matter. Solicitor Blaney recommended that the Bond Counsel be paid as work is assigned to him. A motion was made and seconded to vote on hiring Attorney Joel Fleishman as Bond Counsel to be paid as work is assigned to him.

Joel Fleishman Hired as Bond Counsel:

#### **Resolution No. 12-2016**

1<sup>st</sup> Motion: Vice-Chair Prettyman

2<sup>nd</sup> Motion: Eduardo Ortiz

Approved: 5

Abstain: 0

Opposed: 0

Mr. Graham concluded by giving an estimated schedule of when the work may begin.

Authorization to Submit Application to  
Local Finance Board

**Resolution No. 08-2016**

1<sup>st</sup> Motion: Eduardo Ortiz

2<sup>nd</sup> Motion: Enrique Rodriguez

Approved: 5

Abstain: 0

Opposed: 0

Inter-local Shared Services Agreement  
Woodbine MUA & Borough/Generator

**Resolution No. 09-2016**

1<sup>st</sup> Motion: Eduardo Ortiz

2<sup>nd</sup> Motion: Mary Helen Perez

Approved: 5

Abstain: 0

Opposed: 0

MUA Personal Policy &  
Procedures Manual

**Draft Copy Review**

Solicitor Blaney explained the above listed MUA Personal Policy & Procedures Manual which the Board Members had a chance to review prior to the meeting. He stated it was standard procedure. A motion was made and seconded to approve said manual.

Adoption of Revised Personal  
Policy & Procedures Manual

**Resolution No. 10-2016**

1<sup>st</sup> Motion: Eduardo Ortiz

2<sup>nd</sup> Motion: Enrique Rodriguez

Approved: 5

Abstain: 0

Opposed: 0

**ENGINEER'S REPORT:** Engineer Graham reminded the Board of the upgrades that AT & T wanted to make on their antenna site. He reported on the situation regarding this matter. Open antenna spots were discussed.

**SOLICITOR'S REPORT:** Solicitor Blaney reported that he would sign off on the checklist for the Woodbine MUA Policy and Procedures Manual, and send it in.

**WATER OPERATIONS:** Jim Gurdgiel reported that Mr. Charles Becica resigned.

**SEWER OPERATIONS:** Nothing new to report.

**TREASURER'S REPORT:**

The Secretary reviewed the bills with the Board Members. She reminded Board Members of the silver sponsorship to the Woodbine Chamber of Commerce for their annual car show.

**Motion to pay bills for the month of August 2016:**

1<sup>st</sup> Motion: Vice-Chair Prettyman

2<sup>nd</sup> Motion: Mary Helen Perez

Approved: 5

Abstain: 0

Opposed: 0

**SECRETARY'S REPORT:** Nothing to report.

**BOARD MEMBERS:** Nothing to report.

**AUDIENCE PARTICIPATION:** None.

**ADJOURNMENT:**

1<sup>st</sup> Motion: Mary Helen Perez

2<sup>nd</sup> Motion: Enrique Rodriguez

Time: 8:10 pm

Approved: 5

Abstain: 0

Opposed: 0

Respectfully Submitted,

**Monserate Gallardo**

Monserate Gallardo,  
Secretary/Treasurer