



**Board of Commissioners**

*Senator Robert Singer, Chairman*

*Raymond Coles, Commissioner*

*Anne Fish, Treasurer*

*Samuel Flancbaum, Assistant Secretary*

*Michael Sernotti, Commissioner*

*Craig Theibault, Alt. Commissioner*

*P. G. Waxman, Vice Chairman*

**THE LAKEWOOD TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

**Regular Meeting Minutes**

**May 6, 2014**

- I. Senator Singer opened the meeting at 10:03 A.M. in the Conference Room of the Lakewood Township Municipal Utilities Authority, 390 New Hampshire Avenue, Lakewood, New Jersey.
- II. It was announced that in accordance with Chapter 231, Public Law, adequate notice of this meeting was given and that a notice of this scheduled meeting was filed with the Township Clerk and posted in the Municipal Building in a place accessible to the public and by means of public notices in the Asbury Park Press on February 7, 2014 and The Tri Town News on February 12, 2014.
- III. **Salute to the Flag**
- IV. **Roll Call of Commissioners**  
On the roll call the following Commissioners were present: Mr. Theibault, Mr. Coles, Mr. Waxman, Mrs. Fish and Senator Singer. Mr. Theibault was seated as an alternate. The following professionals and key personnel were present: Mr. Norman Smith, Esq., Mr. Gerwin Bauer, Auditor, Mr. Justin Flancbaum, Executive Director, Mr. Paul Morrill, P. E., Mrs. Nancy Lapa, Secretary and Mr. Robert Farina, Instrumentation Department Supervisor.
- V. **Minutes**  
A motion to approve the minutes of the Regular Meeting held on April 8, 2014, was made by Mr. Waxman and seconded by Mrs. Fish. On **roll call**, Mr. Waxman, Mrs. Fish and Senator Singer voted "**Yes**". Mr. Theibault and Mr. Coles abstained. **Motion carried.** A motion to approve the minutes of the Water Connection Hearing held on April 8, 2014, was made by Mr. Waxman and seconded by Mrs. Fish. On **roll call**, Mr. Waxman, Mrs. Fish and Senator Singer voted "**Yes**". Mr. Theibault and Mr. Coles abstained. **Motion carried.** A motion to approve the minutes of the Sewer Connection Hearing held on April 8, 2014, was made by Mr. Waxman and seconded by Mrs. Fish. On **roll call**, Mr. Waxman, Mrs. Fish and Senator Singer voted "**Yes**". Mr. Theibault and Mr. Coles abstained. **Motion carried.**

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**LAKEWOOD TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

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## VI. Accountant's Report

Mr. Bauer said he has been working closely with Mr. Rappoccio in the past month. Mr. Bauer gave him a lot of information and Mr. Rappoccio has been working diligently in resolving many issues. Mr. Bauer is very impressed and happy with how everything is progressing. Mr. Bauer reported that he met with Mr. Flancbaum and Mr. Rappoccio regarding what is left in NJEIT and how the Authority will utilize the balance and what would happen if we did not. Now we have clear answers and we are going forward. Mr. Flancbaum said that basically all the funds from supplemental loan for the Water Treatment Plant will be used. The Authority is looking into purchasing meters and doing some installations on our own with the monies left over in the fund portion of the loan for the metering project. If it gets approved by the DEP, that is how the monies will be used. If the DEP does not approve it then they will take the money and put it towards the back end of the loan. Mr. Bauer said that most of the money is at zero percent (0%) interest. They just take it off the back end so the Authority will not have a problem. The loans do not have to be recast. Senator Singer said that is good news. Mr. Bauer said it would be more ideal to use the money that we have instead of losing the ability. Senator Singer asked at what point will reports be generated on the operating accounts on a weekly basis. Mr. Flancbaum said over the next couple of months. Mr. Rappoccio is familiarizing himself with Edmunds and the finance system. He has a pretty good handle on it. Senator Singer said that let's say there is \$5,000 in budget for office supplies. When Ms. Gaynor wants to order more office supplies she should know that there is \$2000 left in budget so she can only order up to that amount. Mr. Rappoccio said the operating budget is being loaded into Edmunds this week and a detailed line. Mr. Rappoccio showed Mr. Flancbaum some sort of reporting. We have some skeleton model showing here is the budget by line item and actuals by line item. Mr. Rappoccio said that he is catching up with getting all the actuals into the system from November 1<sup>st</sup> through March 31<sup>st</sup> and appropriately accounted for. Once it is all in the system, reports can be generated. Senator Singer said that he would like to see that when funds will be expended, the CFO will certify that the funds are there. Currently that is not being done and it should be done. When something is paid out, the CFO should certify that the funds are there for it. It is done that way in the Township. If transfers need to be made, then it comes back at some point to the Board as transfer line items. Mr. Bauer said that Mr. Rappoccio has everything reconciled through March. It is always a month behind. The only issue now is that there was a little interface problem between the accounts receivable, general ledger and billing system. It is being taken care of now.

Mr. S. Flancbaum arrived at 10:06 A.M.

## VII. Engineer's Report

### 1. The Avenue Shoppes Retail Development

- Resolution Granting Conceptual Approval

There is a letter from GTS dated April 7, 2014 detailing the conceptual review of the project. Conceptual Approval would be conditioned on the letter. Mr. Waxman asked Mr. Morrill if he recommends it. Mr. Morrill said yes. Mr. Waxman asked where this is located. Mr. Morrill said it is on Avenue of Americas and New Hampshire Avenue. Mrs. Lapa read **Resolution # 14-51 On Site Water And Sanitary Sewer Extension Grant Of Conceptual Approval The Avenue Shoppes Retail Development Lakewood Township Municipal Utilities Authority Work Order # 140202**. Motion was made by

Mr. Waxman, seconded by Mrs. Fish. On a **voice vote**, all members present voted, "**Aye**". **Adopted.**

**2. Chestnut Street Development**

- Resolution Releasing Cash Performance Guarantees

A Cash Performance Guarantee was posted for the first portion of their work because they did not have their bonds in place. The bonds were received and reviewed. The attorney sent them a letter to them regarding the review of bonds. There is a letter dated April 28, 2014 detailing the conditions for the release of the Cash Performance Guarantees. Mrs. Lapa read **Resolution # 14-52 Release Of Cash Performance Guarantees Chestnut Street 68 Townhome Development.** Motion was made by Mr. Waxman, seconded by Mr. Coles. On a **voice vote**, all members present voted, "**Aye**". **Adopted.**

**3. 216 Joe Parker Road 28 Lot**

- Resolution Reducing Performance Guarantees

This project started in May 2013. In the packet is a letter dated April 28, 2014 from the Authority detailing the terms for release of the guarantees. Mrs. Lapa read **Resolution # 14-53 Reduction Of Performance Guarantees Sanitary Water and Sewer Systems Joe Parker Road 28 Lot Lakewood Township Municipal Utilities Authority Work Order # 080706.** Motion was made by Mr. Waxman, seconded by Mr. Fish. On a **voice vote**, Mr. Coles, Mr. Waxman, Senator Singer and Mrs. Fish voted, "**Aye**". Mr. Theibault abstained. **Adopted.**

**4. Brick Township Municipal Utilities Authority Interconnections**

- Resolution Releasing Retainage and Performance Bond

The Authority received the maintenance bond. There is a letter in the packet dated May 1, 2014 from GTS detailing the terms of release of the retainage. Mr. Waxman asked if Mr. Morrill is okay with it. Mr. Morrill said that he is. Mrs. Lapa read **Resolution # 14-54 Release Of Performance Guarantee, Accepting Maintenance Guarantee and Releasing Retainage Brick Township Municipal Utilities Authority Interconnection.** Motion was made by Mr. Waxman, seconded by Mr. Coles. On a **voice vote**, all members present voted, "**Aye**". **Adopted.**

**5. Repair and Replacement of Sanitary Sewer on Redondo Lane Phase II**

- Resolution Awarding Change Order #3

The Authority has three change order documents dated April 25, 2014 from the consulting engineer. The total amount for all the change orders is \$36,588.25. Mr. Morrill does not agree with one item, the cutting and capping of the laterals. Mr. Morrill believes that it is part of the original work. The amount for this is \$2,990.00. The Authority can either approve the entire amount or exclude that amount which would bring it to a revised total of \$33,598.25. Mr. Waxman asked Mr. Morrill which amount he recommends. Mr. Morrill said the lower amount. Mr. Flancbaum said he thinks the lower amount. This is an item that when a new lateral is installed, you have the old lateral in the ground. There is no other way to do it, you cannot abandon them. The contractor felt that it was not part of the scope and it was not specified. Therefore he wants to charge extra for them. Senator Singer asked Mr. Smith if he seen this yet. Mr. Smith said that this issue has not been presented to him. But as he is hearing it, he agrees with Mr. Morrill and Mr. Flancbaum. Mr. Smith would like to look at it. Mr.

Waxman asked if perhaps the whole amount should not be approved. Mr. Morrill said no. The change order includes the pavement and Mr. Morrill would like to get the job paved. Mr. Smith said he can look at it this afternoon and give an opinion. Mr. Morrill said that the contractor said that he believes he is entitled to even more money. When Mr. Morrill told him that he wants it cleaned up, the contractor said that we will just do another change order on it. We will come back and look at it and tell you why we want even more money on the extension, not the capping. The contractor had to go a little bit further to make the connections. He did not agree with our quantities. Mr. Morrill wanted it closed out so we can finish it. The contractor said he will just make another change order. Mr. Flancbaum said that will be based on the actual quantities. Senator Singer asked is it better to approve the full amount and withhold \$2,990.00 so the Authority has a negotiation factor. Mr. Smith said that is an excellent suggestion. The whole amount should be approved subject to review and approval of the staff. Senator Singer said that some could be held back if the staff feels it needs to. Mr. Morrill said to himself it was very clear. The plans were gone over in fine detail. It was said that the laterals will be replaced from the main to just behind the curb line and new clean outs will be installed. It was extremely clear. The contractor said that you did not say that the existing laterals had to be abandoned. Mr. Morrill said what did he think was going to be done with them. Mrs. Lapa read **Resolution # 14-55 Authorizing Change Order No. 3 And Extend Contract Redondo Lane Sanitary Sewer Improvements Phase 2.** Senator Singer said that it will be added to the resolution that the Authority is authorizing the hold back of money as per the professionals. Motion was made by Mr. Coles, seconded by Mr. Waxman. On a **voice vote**, all members present voted, "**Aye**". **Adopted.**

#### **6. Wells #9 & #16 Maintenance-Project Status**

In April the old pump was pulled and it was found that the cast iron was being attacked by the aggressiveness of the water. The contractor recommended the change in the material to a stainless steel pump for an increase of \$4,817.00. The cost was received a week ago and it was authorized because the well was needed to go back online immediately. A **motion** was made by Mr. Waxman and seconded by Mr. Coles to approve the new stainless steel pump in the amount of \$4,817.00. On **voice vote**, all members present voted, "**Aye**". **Motion passed.** Mr. Theibault questioned what is in the water that would cause that. Mr. Morrill said that the Cohancey Water is extremely acidic. It can range from 5.5 to 4.0 and the combination of the low ph content and the high iron content. This is being found to be a problem in the wells. This well was just done two years ago. It was pulled out and found to be caked with iron clay film packed around the intake of the well. It had to be completely cleaned out. Mr. Morrill has never heard of this. The cast iron has actually softened. Mr. Morrill spoke with a few people and they said that it can happen. With the iron being in contact with it and the low ph attacking it, they recommend the stainless steel pump to solve it. Mr. Theibault questioned if this a concern for the rest of the system. Mr. Morrill said these wells will need an upgrade to the maintenance program. He has already discussed this with the Operations. The wells will have to be pulled every two years and clean them out. It is going to be more of a problem as we go forward. This is one of the items in the long term, we hope to add an additional well. The new well will not impact the Authority's allocation. It will allow taking a well out of service while maintaining another well. The production can be kept up while doing the maintenance program. This is important with the ASR wells. We will need these wells year round as opposed to just the summer

wells. Senator Singer said that a new well is pretty expensive. We will have to talk about perhaps purchasing more water. An analysis will have to be done to see what is more cost effective. Mr. Morrill said the cost of a new well will be around \$600,000.00. It is less because this well would be a shallow well. Mr. Flancbaum said we can talk about this down the road. It is not in the immediate plan. Mr. Morrill said this is long term. We can lay out all the options and see what is best for the Authority.

#### **VIII. Attorney's Report**

**New Jersey Business Systems Lawsuit** – Mr. Smith said that the litigation is starting to come into focus for the Authority. The initial sets of interrogatories were exchanged. Mr. Smith's questions were focused on establishing the facts necessary to prove consumer fraud, which are various unconscionable commercial practices that they engaged in. If Mr. Smith can establish it, it will allow the Authority to treble the damages. With regard to the damages, up until this last week, we have not actual had a solid position on what the damages are. That came into focus this past week with a lot of work from the staff and the Authority's expert. A meeting was held with the expert. Mr. Smith said we showed him our needs, told him what the Authority's litigation needs are and looked at the logistics of it here. Then we took a tour of all the sites of the microwave system. He took pictures and notes at each site. We finally have an initial claim. The initial claim will be more or less in the following area. The four wooden telephone type poles will have to be replaced, which were totally inadequate for microwave communication. They move too much. As they move, there goes the communication. The expert said you need steel towers. He is in process of writing an initial report which will have all this in it. The steel towers cost \$83,000.00 apiece approximately. That gives the Authority approximately \$330,000.00 on the poles. This does not include installation. There are four radios that have to be replaced and there is also installation of the whole project. The whole cost will in the neighborhood of \$430,000.00. If this can get kicked over into the consumer fraud area, which Mr. Smith is trying and is optimistic about based upon what the staff has told him, it can be trebled and made into \$1,200,000.00. This is a starting point. We can certainly talk with the other side once we put a flag in the ground and established our position. Up until last week we were not able to establish a position and that is one of the reasons why he resisted negotiations. Senator Singer asked if they have a bonding company. Mr. Smith said this is their insurance company. He is dealing with their attorney. Now for the first time we have a good place to start with regard to cost of damages and he is anxiously looking forward to the expert's report that will justify what he just said from a technical point of view. Then we can present it to the other side and sit down with them and present our position. Now we can talk. Senator Singer asked for clarification how we did not know that the wood poles do not work with the microwave radios. Mr. Flancbaum said we relied on the contractor. We were unfamiliar that a microwave radio has a millimeter bandwidth. A millimeter bandwidth is a term that has been thrown around with us only for the last year or so. We were completely unfamiliar with how they are supposed to be installed. We relied on experts and professionals. They installed them on telephone poles telling us that it is going to work. They did not work and continue not to work. Mr. Coles asked what their argument is. Mr. Flancbaum said that is what we will find out. Mr. Smith said we exchanged our interrogatories. The Authority is answering them with the help of the expert and they will be answering theirs. Then we will find out what they will say. Mr. Smith said the Authority's technical staff relied on their proposal. There are two things regarding this. The first is that they had a State

Contract for microwave radios and that comes with a certain reputation and you would assume they know what they are doing with microwave radios. Secondly, Mr. Smith is given to understand that they made a very strong presentation of their own expertise. Do not worry; we know what we are going to do. It is a turnkey operation. The Authority's staff relied on them and had to rely on them. Mr. Flancbaum said that this company has been in the technology business since the late 1960's. They seemed to be established and they had a State Contract. Mr. Smith said what we suspect and do not know for certainty but seems likely that their general modus operandi is to get the State Contract and hire subcontractors that are more technical savvy than they are. For whatever reason, this particular job they decided to do it themselves. That is how we see the situation now. Senator Singer asked if the towers are working at all. Mr. Farina said that one tower is fully out of commission fifty percent of the time. Senator Singer asked how we are doing operations. Mr. Flancbaum said as of late especially it has been a struggle. We cannot always see what the Shorrock Street Plant is doing, while sitting here. This is what we are supposed to see. This means we have to spend additional time checking on the plant. Senator Singer asked if this can be done through telephone wires. Mr. Farina said it cannot handle our bandwidth and the amount of data going back and forth. This idea was already investigated. Mr. Smith said he understands that the staff intended the same system to ultimately carry security camera information which requires bigger bandwidth. Mr. Theibault asked are there any other instances where they used these wooden poles. Mr. Flancbaum said any professional, contractor or vendor that we discussed our system with all said the same thing, these types of radios cannot go on top of wooden poles. The bandwidth is just too narrow for a wooden pole. There is no way to properly stabilize a wooden pole to have the point to point communication on that type of radio. There are other radios that have wider bandwidths which can sit on top of telephone poles. The frequency is too high on some of our radios for wooden telephone poles. Mr. Waxman asked if we can change the frequency. Mr. Flancbaum said that now the Authority is looking into eliminating the higher frequency radios as part of the remediation of our system and install lower frequency radios which have wider bands. In the future we will not transmit any security or video over these radios. It can be done via other options like cellular. This will prevent us from having these types of maintenance issues going forward. A millimeter bandwidth has to be maintained constantly. Even on top of a steel tower it gets thrown out of alignment. A couple of times a year it has to be maintained. At some point, New Jersey Business Systems threw in the towel. They did replace one of the higher frequency radios with a lower frequency radio at the end of 2012. They put guide wires on the telephone poles to stabilize it and that did not work. They put up another telephone pole with another guide wire and that did not work. New Jersey Business Systems said "I am not taking any more money out of my pocket to fix this system". Mr. Smith said even though the system never worked they asked the Authority to pay additionally for a service contract before they come back and fix it. Mr. Flancbaum said they were paid in full, \$225,000.00. Mr. Waxman asked how come they were paid in full before knowing that it works. Mr. Flancbaum said they were paid based on their representation that they tested it. They gave us sheets which said they transferred a certain amount of data back and forth and it works. It did work for a very short period of time. That is why they were paid. Mr. Waxman asked if that test was adequate. Mr. Flancbaum said yes. Mr. Smith said that he is working on all of these. The only thing that Mr. Smith wants the commissioners to know is what we think has happened was that they said they have tremendous experience when they sold themselves to us. It

turns out that their experience has been almost exclusively on inner city, where everything is sitting on the roof of the building talking across the street to each other. They have never had to deal with the kind of distances and terrain that the Authority has. They said that they did it but they did not. Mr. Smith said that we are working on a long list of issues and we are moving along. Senator Singer said he fears that they will give back the \$225,000.00 and say fix it yourself. Mr. Smith said if that happens then we will have to discuss it.

## **IX. Executive Director's Report**

### **1. Authorization to advertise RFP for landscaping services**

Mr. Flancbaum asked for authorization to advertise for a request for proposals for landscaping maintenance services. Last season went well and we would like to do the same this year. The request for proposals would be uploaded on the Authority's website today and the proposals would be in by next Friday, May 16. Senator Singer recommended asking for proposals for one to three years. So this does not have to be done every year. A **motion** was made by Mr. Waxman and seconded by Mr. Coles to authorize the advertisement of a request for proposals for landscaping services for one to three years. On **voice vote**, all members present voted, "**Aye**". **Motion passed.**

### **2. Resolution authorizing the purchase of electricity supply services for public use on an online auction website**

On April 22, 2014 a reverse auction was held. The successful bidder was Hudson Energy. An eighteen month contract will prove to be a 4.8 percent savings over JCP&L tariff for an estimated savings to the Authority in the amount of \$14,639.00. This was awarded by phone poll earlier in the month and now the resolution has to be read. Mrs. Lapa read **Resolution # 14-56 Authorizing The Purchase Of Electricity Supply Services For Public Use On An Online Auction Website.** Motion was made by Mr. Waxman, seconded by Mr. Coles. On a **voice vote**, all members present voted, "**Aye**". **Adopted.**

### **3. Rules and Regulations update**

Mr. Flancbaum said that last week he, Mrs. Lapa and Mr. Rappoccio met with Mr. Mercun, the labor attorney. We went over the entire Rules and Regulations. Many sections have not been updated in a while. There were different ideas on how to update certain sections. The labor attorney was going to make modifications and will hopefully have something to bring back to the Board next month. A handbook for new employees will also be put together. This will be a quick reference guide for the Rules and Regulations. Senator Singer said that when the revised Rules and Regulations Manual is done, every employee receives a copy and Mrs. Lapa should make sure that every employee sign that they received it. Mr. Flancbaum said it will be done.

## **X. Instrumentation/IT Department Report**

### **1. Shorrock Street WTP RTU status**

Replacement of the new RTU's for the Shorrock Street Water Treatment Plant and Well field is under way. Well #9 is completed and Well #18 along with the water treatment plant is in full progress as we received two more completed RTU panels from our panel builder last week. They are to be installed and wired.

### **2. Microwave radio/antenna repairs/litigation status**

We have received a preliminary pricing submittal from the microwave radio manufacturer so that we may begin proceeding forward with the required bidding process in order to move along with correcting our radio issues. We have decided in order to make this process more manageable, it should be executed in phases. We will be meeting with the contractor this afternoon to discuss putting into effect a stop gap measure to correct our most severe issues. This will ensure that there can be some reliable means of communication during the summers peak demands while the process of facilitating the entire job goes through all of its necessary steps. Senator Singer said he cannot imagine that we cannot get a metal tower for less than \$83,000.00. Mr. Farina said that there is a lot of engineering that has to be done. Soil boring samples and concrete pouring have to be done. The tower has to be affixed. An engineering wind study has to be done. The microwave antenna is like a giant baseball glove. It catches the wind and presents a wind load on the structure itself. It is complicated. Senator Singer asked if it would help if we can get a relay from the Blue Claws Stadium. Mr. Morrill said no. Mr. Farina said that essentially these antennas work on a point to point visual. They would have to see each other. It is a quite involved process. Mr. Farina wanted to comment on the root cause of the problem with the poles. There was no initial plan on how to mount this equipment. They assumed that they can do it on our existing process structures. When they found out that it was not an option at all, they defaulted to wooden poles. The way they wanted to install would impede the flow of personnel being able to walk and operate on these tanks. The way they wanted to mount it was simply weighing down a skid that included the actual antenna structure with concrete bricks. Mr. Farina made them aware that if that fell into the backwash tank, it would essentially shut down the production capabilities of the water pipe. It is not even an option. Mr. Flancbaum said that their answer to this was that in the city of Trenton they do this all the time on top of buildings. Mr. Flancbaum said on top of buildings is one thing, but not on top of backwash tanks. It cannot be done here. They said then they will put in on top of poles. Mr. Morrill said they were going to put in on the walkway, where we have to pass over the walkway in order to get to the valves. Essentially, we would be climbing over the antenna. Mr. Morrill said when he heard that he told them you cannot do it. Mr. McGregor also said it cannot be done. You cannot block the walkway. Mr. Farina said at that point they should have suggested the towers.

In regards to the New Jersey Business Systems litigation, Mr. Morrill and I went through the interrogatories in an effort to render answers to them. Also, by request of the Authority's Attorney, Mr. Morrill and I also put together a comprehensive and itemized cost of damages along with their traceable sources. We reported our work to the Executive Director who forwarded them to the Attorney.

**3. Shorrock Street WTP replacement VFD status**

Delivery of the two new VFD's for the Shorrock Street Plant High Service Pumps is expected the first week of June. Upon their arrival I will have the electrical contractor expedite their installation and testing so that we may proceed forward with the purchase and replacement of the remaining two VFD's that serve the Ground Tank Pumps. The pumps are now outdated and unsupported by the manufacturer. We have had some failures in the past that we were able to get by and get them functional. However, these are absolutely critical to the function of the plant. That is why the decision was made to go forward with the replacement.

**4. Department's new hire progress**

Our department's new employee is progressing well. He shows initiative and determination and has been involved with training with our programmer, following along with the operators in order to comprehend proper water treatment plant operations, working on day to day responsibilities with myself and has completed an introductory factory training course for our GE PLC's. He has also played a significant role in dealing with and solving some IT issues. At this point I have a positive outlook in regards to his continuing tenure with the Authority. I have rendered a good initial thirty day review of his employment which had taken place last week.

**5. Initial AEA IT Committee meeting**

On the IT side, while Mr. Copeland is on medical leave, I attended in his place, the first meeting of the Association of Environmental Authorities IT committee. This is a newly formed committee that our Executive Director advised to be formed and subsequently Mr. Copeland has been designated to co-chair. I was in attendance with nine other IT professionals representing their respected Authorities. The meeting quickly progressed into a sharing of each other's IT and SCADA goals and issues as well as security. I believe this committee is going to be able to have the ability to develop solutions and ideas for all of us to proceed forward with the future challenges and changes in technology that await this industry in an unbiased way through shared information and experiences rather than just the dependence of vendors and contracted engineering consultants. Mr. Farina believes that there is a lot of money to be saved here by us finding out their issues and failures and vice versa. In the future we will be able to make better decisions, rather than having to pay contractors that make biased decisions for us.

**XI. Commissioners' Report**

**XII. MEETING OPEN TO THE PUBLIC**

There was no response from the public.

**XIII. MEETING CLOSED TO THE PUBLIC**

**XIV. MOTION TO APPROVE THE OPERATING VOUCHERS**

There was an addition to the operating vouchers for So Clean in the amount of \$1,404.00. A **motion** was made by Mr. Waxman and seconded by Mr. Coles to approve the Operating Vouchers in the amended amount of \$1,016,557.78. On **voice vote**, all members present voted, "**Aye**". **Motion passed.**

**XV. CLOSED SESSION**

**XVI. OPEN SESSION**

**XVII. ADJOURNMENT**

**A motion** was made by Mr. Coles, seconded by Mrs. Fish to adjourn meeting. On a **voice vote**, all members present voted, "**Aye**". The meeting was adjourned at 10:45 A.M.

Respectfully submitted,

Nancy Lapa,  
Secretary, LTMUA