



Board of Commissioners

Senator Robert Singer, Chairman

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Anne Fish, Assistant Secretary

P. G. Waxman, Commissioner

Samuel Flancbaum, Alt. Commissioner

Meir Lichtenstein, Alt. Commissioner

THE LAKEWOOD TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

Regular Meeting Minutes

March 6, 2018

- I. Senator Singer opened the meeting at 10:02 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 9, 2018 and The Tri Town News on February 14, 2018.
- III. **Salute to the Flag**
- IV. **Roll Call of Commissioners**
On roll call the following Commissioners were present: Mr. Lichtenstein, Mr. S. Flancbaum, Mr. Waxman and Senator Singer. Mr. S. Flancbaum and Mr. Lichtenstein were seated as alternates. The following professionals and key personnel were present: Mr. Adam Pfeffer, Esq., Mr. Gerwin Bauer, Auditor, Mr. Justin Flancbaum, Executive Director, Mr. Daniel Rappoccio, CFO, Mr. Colin Farrell, CEng MIEI, Director of Engineering, Mr. Adam Ponsi, P. E., Mrs. Nechama Lapa, Secretary and Mr. Robert Farina, Instrumentation Department Supervisor.
- V. **Minutes**
A motion to approve the minutes of the Annual Reorganization Meeting held on February 6, 2018, was made by Mr. S. Flancbaum and seconded by Mr. Lichtenstein. On a **voice vote**, all members present voted "**Aye**". **Motion carried.**

A **motion** to approve the minutes of the Water Connection Fee Hearing held on February 6, 2018, was made by Mr. Waxman and seconded by Mr. Lichtenstein. On a **voice vote**, all members present voted "**Aye**". **Motion carried.**

A **motion** to approve the minutes of the Sewer Connection Fee Hearing held on February 6, 2018, was made by Mr. Waxman and seconded by Mr. Lichtenstein. On a **voice vote**, all members present voted "**Aye**". **Motion carried.**

LAKEWOOD TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

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A motion to approve the minutes of the Regular Meeting held on February 6, 2018, was made by Mr. Waxman and seconded by Mr. S. Flancbaum. On a **voice vote**, all members present voted "**Aye**". **Motion carried.**

VI. Chief Financial Officer Report

1. Financial Results Review For Period Ending February 28, 2018

The Authorities net position for the period ending February 28, 2018 is \$458,000.00 which is approximately \$449,000.00 ahead of the Budget. The Authority's operating revenue is \$3.2 Million. This is approximately \$439,000.00 ahead of the budget. \$324,000.00 of \$439,000.00 is due to higher residential water and sewer revenue. Also, \$90,000.00 revenue was received from the sale of the Woodlake Pump Station land. The Authority's expenses through February 28, 2018 are \$2.7 Million. This is pretty much in line with the budget. The Authority is \$10,000.00 behind the budget.

2. Motion to Approve Operating Vouchers

Mr. Rappoccio provided the commissioners with a list of abstentions. The amount for the Operating Expense Vouchers is \$1,103,432.84. A **motion** to approve operating vouchers in the amount of \$1,103,432.84 was made by Mr. Waxman, seconded by Mr. S. Flancbaum. On **roll call**, all members present voted, "**Yes**" with noted **abstentions. Motion Carried.**

3. Resolution Authorizing a Representative in all matters relating to the Building Addition Project pursuant to the NJEIT Loan

The authorized representatives to act on behalf of the Authority for the funding would be Mr. Justin Flancbaum and himself, Mr. Daniel Rappoccio. Mrs. Lapa read **Resolution # 18-23 Authorizing A Representative In All Matters Relating To The Building Addition Project Pursuant To The NJEIT Loan.** Motion was made by Mr. Lichtenstein, seconded by Mr. S. Flancbaum. On **roll call**, all members present voted, "**Yes**". **Adopted.**

VII. Engineer's Report

Mr. Ponsi's Report

1. Update of Rules and Regulations

- Motion Approving Addendum #25

The BPU is changing their requirements for mark outs. In order to come into compliance, the Authority is changing the location of the meters into meter pits and will require as built drawings prior to meters being installed. The mapping will give the Authority's operators information needed for mark outs. Mr. Waxman asked if this is a good thing. Senator Singer said no, but BPU made a ruling that the Authority is responsible for the location of where the meter is installed, which at this time is inside the building. Mr. Waxman asked why this is becoming the Authority's problem and expense. Mr. J. Flancbaum said it will not become an expense for the Authority. This is for new construction. The Jackson MUA, Brick MUA and New Jersey American Water Company have gone this way, all because of the BPU. Mr. Waxman said that not being able to see the meter will hurt the customer, if the meter is running or broken. Senator Singer said that the Authority has no choice. Mr. Waxman said this is not good. Senator Singer and Mr. J. Flancbaum agreed with Mr. Waxman. Mr. Waxman asked if the Authority can voice their objection. Senator Singer said the Authority has voiced objection. The Authority was physically there and the BPU was going to fine the Authority. A motion was made by Mr. S. Flancbaum, seconded by Mr. Waxman to update the Rules and Regulations. On **roll call**, all members present voted, "**Yes**". **Motion Carried.**

Mr. Waxman said he will not vote on Items No. 2 and 3. Mr. Lichtenstein will not be voting on Item No. 3. Senator Singer asked Mr. Pfeffer if it is okay that two people are abstaining. Mr. Pfeffer said it is okay.

2. Evergreen Blvd 29 Unit Locust Holdings, LLC--Pinchus Wolhendler

- Resolution Granting Conceptual Approval

The Authority received a submission package for conceptual approval on February 14, 2018. GTS Consultants issued a conceptual review on February 21, 2018. The Authority may grant conceptual approval based on the conditions of the GTS letter dated February 21, 2018. Mrs. Lapa read **Resolution # 18-24 Grant Of Conceptual Approval Evergreen Boulevard 29 Unit**. Motion was made by Mr. S. Flancbaum, seconded by Mr. Lichtenstein. On **roll call**, Mr. Lichtenstein, Mr. S. Flancbaum and Senator Singer voted "**Yes**". Mr. Waxman abstained. **Adopted**.

3. Pine Street Hotel RD Lakewood, LLC-Saul Mizrahi

- Resolution Granting Conceptual and Technical Approval

The Authority received a submission package on February 14, 2018. GTS Consultants issued a review of the project on February 26, 2018. The Authority may grant conceptual and technical approval conditioned on the GTS Consultant letter dated February 26, 2018. Senator Singer asked if they are finished with the lawsuit. Mr. Pfeffer said it was affirmed. The person that originally brought the suit is trying to go to the Supreme Court to appeal. Mrs. Lapa read **Resolution # 18-25 Grant Of Conceptual And Technical Approval Pine Street Hotel**. Senator Singer handed the gavel to Mr. S. Flancbaum. Motion was made by Mr. S. Flancbaum, seconded by Senator Singer. Mr. S. Flancbaum handed the gavel back to Senator Singer. On **roll call**, Mr. S. Flancbaum and Senator Singer voted "**Yes**". Mr. Lichtenstein and Mr. Waxman abstained. **Adopted**.

4. Kidz Place Daycare Conversion Kidz Place—Aviva Kahanow

- Resolution Authorizing Executive Director to Endorse Applications

Grant Engineering issued a review letter of the application on February 26, 2018. Due to the proposed development generating over 2,000 gallons per day, the Authority is required to endorse applications to the OCUA and possibly the State if needed. At this time the Authority may pass a resolution for the Executive Director to endorse the applications. Mrs. Lapa read **Resolution # 18-26 Authorizing The Executive Director To Endorse All Applications Kidz Place Daycare Conversion**. Motion was made by Mr. S. Flancbaum, seconded by Mr. Waxman. On a **roll call**, all members present voted, "**Yes**". **Adopted**.

5. Blvd of the Americas Office Building #4 Cedarbridge Office, LLC—Mordy Schron

- Resolution Accepting Developer's Agreement

On February 15, 2018 a meeting was held at the Authority to discuss the terms of the Developer's Agreement. Senator Singer asked if this is the 70,000 square foot building. Is this Mark Chopp's building? Mr. J. Flancbaum said this is Mordy Schron's building. At this time the Authority may accept the terms of the Developer's Agreement. The only item that is different is the fact they are being allowed to pay the connection fees at the time of connection as opposed to at time of final approval. Senator Singer asked why. Mr. J. Flancbaum said it is done because sometimes final approval occurs way before they are actually ready to connect. The connection fees will be paid when the meter is installed and before move in. Senator Singer said they have to understand that it has to be paid for before they move in. Mr. J. Flancbaum said yes, they will not get the meter until it is paid for. Mrs. Lapa read **Resolution # 18-27 Authorizing The Execution Of**

The Developer's Agreement Boulevard Of The Americas Office Building No. 4.

Motion was made by Mr. Waxman, seconded by Mr. S. Flancbaum. On a **roll call**, all members present voted, "**Yes**". **Adopted.**

Mr. Farrell's Report

6. Admin Building Renovation and Expansion (Addition)

- Motion Authorizing Notice to Bidders

On February 8, 2018 the Authority received the completed bid package from the architect including the plans and specifications. On February 27, 2018 the Authority received the completed bid package for the site work from Remington Vernick including the plans and specifications. At this time the Authority may authorize the issuance of the Notice to Bidders for the Administration Building Renovation and Expansion project. Senator Singer said to the Executive Director, Engineer and Project Manager that he wants it to be on record that it is important to go over everything to make sure that there will not be a problem with this addition like the problem that was had with the building across the way, the problem with the heat design or anything else like that. Everything should be in the building. Last time the building was designed without a heating system. The architects and engineers have a disclosure that states that if anything is forgotten it is not their fault. Senator Singer said that everything has to be looked at from where the thermostats are located etc. We need to be very meticulous. The IT Department should also look at it. We have to make sure the wiring should be correct, enough outlets in the wall, how the windows open, a slop sink for the cleaning crew on the second floor, a coffee maker for second floor etc. Mr. Lichtenstein said that you need to figure out the loads for the heating/air conditioning based on how many people will be in each work area, more people means more computers which means more heat. Senator Singer said if offices on the second floor are not built right away, when they are built they need to be able to easily find where the HVAC system is. Also, it is important that the elevators are put in right away. Mr. S. Flancbaum asked for the square footage of the addition. Mr. J. Flancbaum said it is 5,280 square feet. Mr. S. Flancbaum asked if each floor will be approximately 2,600 square foot. Mr. J. Flancbaum said yes. Mr. S. Flancbaum said that there will be two zones, one for each floor. If need be, you can break it up more for efficiency. When the upstairs is fit out the second zone will be used. Senator Singer said his concern is that when the HVAC are put in, it is put in where the offices will be. Mr. Lichtenstein asked if there will be dropped ceilings. Mr. J. Flancbaum said yes. Mr. Lichtenstein said then it can be moved around. Mr. J. Flancbaum said there will be two zones and there will be a dropped ceiling so that the venting can be done properly. The current HVAC system was not tied into the Administration Building, as Senator Singer mentioned earlier and you need to be an electrical engineer to change the temperature here. The addition will have a very simple system with thermostats at different locations. Mr. Waxman asked if there will be dampers. Mr. J. Flancbaum said that he will be looking into how the zones will be divided. Mr. Waxman said you need to look into it because there are much better ways of separating zones than years ago. The dampers can get stuck. A motion was made by Mr. Waxman, seconded by Mr. Lichtenstein to authorize notice to bidders. On **roll call**, all members present voted, "**Yes**". **Motion Carried.**

7. Cell Antenna New Hampshire Avenue Water Tank

- Motion Authorizing Notice to Bidders

At this time the Authority may authorize the issuance of the Notice to Bidders for cellular antennas on the New Hampshire Avenue Tank. A motion was made by Mr. Waxman, seconded by Mr. Lichtenstein to authorize notice to bidders. On a **voice vote**, all members present voted, "**Aye**". **Motion Carried.** Mr. Lichtenstein said that the various agencies in the Township are looking to be able to take advantage of these antennas.

8. LTMUA Sidewalk Feasibility Study—Project Status

On February 6, 2018 a concerned resident requested the Authority to explore the possibility of extending the sidewalk along New Hampshire Avenue. On March 1, 2018 the Authority's Director of Engineering issued a report recommending against the installation of additional sidewalk along New Hampshire Avenue for numerous reasons. A copy of the report is included in the appendix of this report. Senator Singer asked for a letter to be drafted to the resident that put in the request. The letter should include that had the Planning Board required sidewalks at the beginning it would have been the responsibility of the company that installed the solar field. Mr. Waxman asked how come the Planning Board did not require sidewalks. Senator Singer said we do not want people walking up and down New Hampshire Avenue. Mr. Waxman said they will anyways. Senator Singer said they will not. They will walk from the back area, not this way. The Authority has an active driveway. Also, the sidewalk from the Authority would not connect to the sidewalk of the shopping center. Their sidewalk is not being built to the Authority's property line. If the Authority puts in a sidewalk, there will be a sidewalk going nowhere and will create a traffic pattern in front of the building that we do not want because of the danger. Mr. Lichtenstein said if the Authority wants to put in sidewalks it should be put in, if they do not want to put in sidewalks then not. Saying that the Authority is not putting it in because the Planning Board did not ask the solar company to put it and now it would be the Authority's cost, is not a good idea. In Town there is a great push for sidewalks and here a government agency is not spending money in putting in the sidewalks because another government agency did not ask for it up front. Senator Singer said he disagrees with Mr. Lichtenstein. Mr. Waxman said he agrees with Senator Singer. Senator Singer said if the sidewalks were needed, the Planning Board should have asked the solar company. The other point is that it does not make economic sense and it does not make good pedestrian sense. We do not want the traffic in front of the Authority. There is no residential on this side of the block. Mr. Lichtenstein said that he would have put in the letter that at this time the Authority feels that having people walk in front of the Authority is unsafe and if there is future development and we see there is foot traffic, accommodations can be made at that time. Mr. Lichtenstein said there is no need to complicate it with the Planning Board etc. Senator Singer said he would like to have on record that the building next door is not building a sidewalk. If the Authority builds a sidewalk, it will go from nowhere to nowhere. Mr. Waxman asked how come the building next door is not required to have sidewalks. Mr. J. Flancbaum said the shopping center's sidewalks do not extend across their entire frontage only their entire improvement. It stops around twenty feet shy of the property line shared with the Authority. Mr. Waxman said that it does not make sense. Mr. J. Flancbaum said he can guess because they have the embankment there and other complicating factors but he is not one hundred percent sure. Senator Singer said the Authority will have a parking problem. Mr. J. Flancbaum said if the sidewalk is extended to the Authority it will encourage the shoppers to use the Authority parking lot. Mr. J. Flancbaum said that as long as we have been here and there has been residential across the street, he has not seen a person walk in front. Mr. Lichtenstein said that he agrees with Mr. Waxman that people will start walking here when the shopping center opens up. Mr. Lichtenstein said he thinks that when the shopping center opens the sidewalk issue should be revisited. Senator Singer said that the Authority should ask for the Township to pay for the sidewalks. Mr. Lichtenstein said the request can be put in. Mr. J. Flancbaum said that in Mr. Farrell's report there were safety concerns and economic concerns. Mr. Lichtenstein said that if people start walking from the shopping center to the light, there will be a safety concern. Mr. Lichtenstein said he understands what Senator Singer was saying that people from Cedar Bridge Avenue might walk

through the back road. If that is the way it will be then it will be safe, but if people start walking on New Hampshire Avenue it should be revisited and find out why the twenty feet of the shopping center was not done. Mr. J. Flancbaum said he will keep an eye on it.

9. Solar Field—Project Status

It looks like the project will be up and running next week. We are waiting for JCP&L to put in the meter.

10. Quickbase—Project Status

The Engineering Department has introduced new management software to assist with the day to day operations. This application software has been developed to mimic the Engineering Department work processes. The Engineering Department has been working with the application developers for over two months and we have started to utilize the software to track all our day to day operations. Information pertaining to applications, insurance requirements, developer's agreements, bonds, review letters, plans, fees and their associated status can now be easily tracked with a click of a button. The software is designed to make our department and the Authority more efficient by improving project management and project tracking. I would like to thank Mr. J. Flancbaum, Mr. Ponsi, Ms. Stensgaard and Ms. Adams for the work they done in developing this application. We are confident this software will also create a more streamlined application process for developers, the Authority and review consultants.

VIII. Attorney's Report

BPU Meeting - Mr. J. Flancbaum, Mr. Robbins and Mr. Pfeffer went to Trenton to meet with BPU. The original purpose of the meeting was to discuss an incident from approximately two years. It was resolved and we came to an understanding. The Authority does not necessarily like what needs to be done but will comply. Senator Singer explained that the BPU told the Authority at that meeting that they are responsible to mark out private water service lines to the house. The Authority asked why it is necessary for us to mark out till the house. The BPU said because the meter is in the house and the Authority is responsible for where the meter is. This is the reason the meters will be put in pits from now on. The Authority has never asked before for as built until the house. The Authority was sent a notice of alleged violation. Mr. J. Flancbaum said the penalty for the violation was for \$3,000.00. The Authority did not want to accept the violation because it will then go on the record. Mr. Pfeffer said it was disputed. The meeting was held with the Bureau chief and case workers and came to an agreement and no penalty was assessed.

Mr. Waxman asked if there was an update with the State and the water allotment issue. Mr. J. Flancbaum said that it is still being worked on. Senator Singer said that Bricktown is objecting our application and Bricktown has an application that we are also objecting to. Mr. J. Flancbaum said that Howell is also objecting to Bricktown's application.

IX. Executive Director's Report

1. Resolution Authorizing the Execution of two way emergency interconnection agreement with NJ American Water Company

The Authority has an existing interconnection with New Jersey American Water Company. This is a three year agreement with an automatic one year renewal. This agreement basically states that we both agree to provide emergency service to each other in the event of an emergency. Mrs. Lapa read **Resolution # 18-28 Authorizing The Execution Of An Emergency Interconnection Agreement With New Jersey American Water Company, Inc.** Motion was made by Mr. Waxman, seconded by Mr.

S. Flancbaum. On a **roll call**, all members present voted, "**Yes**". **Adopted**. Mr. Waxman asked how many such agreements does the Authority have. Mr. J. Flancbaum said the daily purchase agreement is with the Brick MUA. This is the second one. The Authority does not have an interconnection with Toms River yet. Mr. Waxman asked if the Authority is going to have one with Toms River. Senator Singer said Toms River MUA only does sewer. Mr. J. Flancbaum said Suez is the water purveyor in Toms River. The Authority will talk with them regarding building a future interconnection with them because we know over time we will eventually need more interconnections. The Authority is now in active discussion with Suez.

2. Resolution authorizing execution of a shared services agreement with the Toms River MUA

Toms River MUA only services their rate payers with sewer. This is a one year agreement enabling our entities to share equipment, resources and manpower for normal day to day operations, essentially for the repair, maintenance or installation of sewer laterals for a cost not to exceed \$10,000.00. Any sharing of resources beyond \$10,000.00 would be by separate agreement with the exception of jet vac services and any other emergency service which will not be subject to the \$10,000.00 cap. This is a one year agreement with the understanding that as long as everything goes well it will be renewed annually at the Annual Reorganization Meeting. Mrs. Lapa read **Resolution # 18-29 Authorizing The Execution Of A Shared Services Agreement With The Toms River Municipal Utilities Authority**. Motion was made by Mr. Waxman, seconded by Mr. S. Flancbaum. On a **roll call**, all members present voted, "**Yes**". **Adopted**. Mr. Lichtenstein asked for clarification of the agreement. Senator Singer said we will share equipment like a vac truck etc.

3. Resolution awarding contract to Fortech Electric, Inc for three phase power electric work in the vehicle storage building

A proposal opening was held on February 23, 2018. One proposal was received from Fortech for \$18,850.00. This will facilitate a dedicated line for a stationary air compressor. The Authority has done work with Fortech previously and recommends awarding the contract. Mr. Waxman asked if the price is reasonable. Mr. J. Flancbaum said yes. Mrs. Lapa read **Resolution # 18-30 Awarding A Contract To Fortech Electric, LLC For The Three Phase Power Electric Work In The Vehicle Storage Building**. Motion was made by Mr. Waxman, seconded by Mr. S. Flancbaum. On a **roll call**, all members present voted, "**Yes**". **Adopted**.

X. Technical Operations Report
Field Operations Report:

1. PM Work Status at Shorrock St. WTP

The preventive maintenance work on the Shorrock Street Filter gallery process piping is progressing as per schedule as well as the chlorine room re-piping and rehabilitation project.

2. Valve Actuator Chang Out Program Status

An additional five new electrically operated type process control valve actuators have been ordered for the ongoing actuator replacement program for the Shorrock Street and New Hampshire Avenue Water Treatment Plants.

3. New Sewer Jet Truck Status

The Authority's new jetter truck is scheduled to be brought down to South Jersey this Friday in order to be outfitted with the actual jetter machine. We will then hold factory training at our facility and immediately deploy the truck for actual use.

Technical Operations:

4. SCADA System Report

All SCADA and control systems are working fine.

5. Shorrock St. and NH Ave. WTP Replacement Actuator Work

Electrical conduit work has begun in order to facilitate the transition from pneumatic valve actuation to electric. All work performed will be utilizing Authority personnel.

6. SCADA Hardware Housecleaning Report

Work has begun at the Shorrock Street Water Treatment Plant SCADA housecleaning. This involves the decommissioning of the old RTU No. 1 and 2 panels as well as all of their associated conduits and wiring runs. This work is also being done by Authority personnel due to the critical nature which requires the exact identification of what is to be removed and what is not to be removed.

IT Department:

7. Reverse 911 System Report

Mr. McBride has scheduled a meeting appointment with a company that offers a reverse 911 messaging system that we may be able to integrate with our billing accounts database and ultimately our GIS database. This will enable the Authority to alert the water customers when there is an issue with their water. If we are able to procure this system, we intend to use it in conjunction with our standard boil water notice and boil water removal notice. We have had two meetings so far with this vendor and now are awaiting cost quotations. Senator Singer explained that there is legislation moving because of a Trenton issue and the Authority is ahead of the curve on this. It is not expensive. Normally when there is a situation it is confined to a small area. If the bill goes through, the State will require the Authority to notify everyone, including the mayor and this system can do it. This system can instantly notify those that need to boil water. The question is how the customer wants to be notified, via email, text, home phone or cell phone. They can be notified all four ways if they choose. This system is state of the art. The interesting thing is that the State will require all departments and public utilities to do it but not private utilities. Mr. Lichtenstein said the police department has used reverse 911 in the past. With the advent of cell phones, it is very hard to get really good data. Senator Singer said that the data will be gotten from the customer. When they sign up here as a customer, they will tell us how they want to be contacted. Mr. J. Flancbaum said that an excel spreadsheet will be exported into their software. Mr. J. Flancbaum said that if the customer does not have direction in their account on how to be notified, they will not be notified.

GIS Department:

NJ Geospatial Forum Report

Mr. McClain attended the New Jersey Geospatial Forum and Municipal update meeting whereas he arranged to receive new LiDAR data that will enable us to create one foot contours of our service area. He learned that the state is looking to update imagery in 2020. They will also be updating their status regarding parcels, roads and address data sets. He made arrangements to get copies of State Base mapping data for MUA use.

8. Updated CAD Drawings Report

Our GIS department also received updated CAD drawings from GTS Consultants and is currently incorporating them into the Authority's GIS data base.

9. Creation of Geometric Network

The department is also focusing on creating a Geometric Network for our water system. This will enable automatic valve isolation along with the affected customer listings for those scenarios regarding customer water disruption.

10. Integration of Data Report

Mr. McClain is initiating talks with Edmunds in order to integrate our customer account data with our GIS data.

Mr. J. Flancbaum said that Mr. McBride will be giving a presentation on cybersecurity at the next MUAA Board Meeting next month.

XI. Commissioners' Report

Senator Singer said that Mr. J. Flancbaum and Mr. Robbins should make sure that every driver here signs a paper understanding the responsibility of the Authority vehicles. It may be in the handbook but a reminder memo that keys are their responsibility, trucks cannot be left running etc. needs to be given out. Mr. Lichtenstein questioned why someone would leave a truck running. Senator Singer said that one of the Authority employees left his truck running with the keys inside of it and it was stolen. Fortunately, the Authority has a GPS system and the Authority was able to locate it. The state police picked it up in Middlesex County. This is being dealt with. Mr. J. Flancbaum said that the labor counsel updated the vehicle usage policy. There will be an Operations Staff meeting tomorrow and this will be brought up and everyone will have to sign off on the policy. Mr. Lichtenstein said he has seen in business that sometimes it is easier on the trucks especially in inclement weather to leave them running. Mr. Lichtenstein suggested that possibly as new trucks are being purchased there are systems in place to prevent what happened. There is a simple one that when the push button is pressed to start the car, the remote has to be in the car. If someone tries to drive away and you are not next to the car the engine dies. There is also a key pad or a fob. Senator Singer thanked Mr. Lichtenstein and said that it is an excellent suggestion and they will look at it for future purchases.

XII. MEETING OPEN TO THE PUBLIC

XIII. MEETING CLOSED TO THE PUBLIC

XIV. ADJOURNMENT

A **motion** was made by Mr. Lichtenstein, seconded by Mr. Waxman to adjourn meeting. On a **voice vote**, all members present voted, "**Aye**". The meeting was adjourned at 10:50 A.M.

Respectfully submitted,

Nechama Lapa,
Secretary, LTMUA