

**RAHWAY VALLEY SEWERAGE AUTHORITY**

**Special Meeting Minutes – May 16, 2009**

The Chairman called the meeting to order at 9:00 a.m.

The Chairman read the statement on “Open Public Meetings Law”.

In accordance with the requirements of the Open Public Meetings Act, State of New Jersey, adequate notice of this meeting has been provided by the inclusion of the date, time and place in a Notice forwarded to The Star Ledger, the Home News Tribune and the Clerk of each of the eleven member municipalities on April 12, 2009.

The Chairman asked if any member of this body believed that this meeting is being held in violation of the provisions of the Open Public Meetings Act, to please state their objection and the reasons for same at this time.

The Chairman requests that everyone stand to salute the Flag and a moment of silence.

.... Hearing no objections, he stated that we shall proceed with our scheduled meeting.

**Roll Call**

The following members were present:

Maria A. Abram	for the Township of Springfield
Allen Chin	for the Town of Westfield
Rene Dierkes	for the Borough of Mountainside
Richard LoForte	for the Borough of Kenilworth
Charles P. Lombardo	for the Borough of Garwood
Robert G. Luban	for the Township of Woodbridge
Joan Papen	for the Township of Scotch Plains

The following members were absent:

James J. Murphy	for the Township of Cranford
Paul M. Sefranka	for the City of Rahway
Frank G. Mazzarella	for the Township of Clark
Attilio S. Venturo	for the Borough of Roselle Park

The following were also present:

Michael J. Brinker, Jr., PE	Executive Director
Robert J. Materna	Secretary-Treasurer
Joanne Grimes	Office Admin./Board Secretary

The Chairman stated that the meeting was being held for discussion purposes only; specifically to facilitate discussion on various matters related to the Authority. Mr. Chin shall serve as the Facilitator for this meeting. The Chairman turned the meeting over to Mr. Chin.

1. Mr. Chin first handed out a Test of Alertness to get everyone prepared for the meeting. Then he discussed with the Commissioners, especially those Commissioners who had never attended a “Retreat” before, how to get the most out of the Strategic Off-Site meeting. Then he turned the floor over to Mr. Brinker.
2. Mr. Brinker gave an overview of the Treatment Plant, the process of the waste from the time it enters the plant through to the final disposal – wastewater to the Arthur Kill, solids to land application, etc.

Mr. Brinker reviewed and summarized improvement items which remain to be completed.

He noted the challenges that he feels the Authority will face and also how he feels that the Commissioners can help.

3. Mr. Materna then gave a brief overview on the status of the outstanding debt obligations.
4. Mr. Chin then discussed the Commissioner’s self evaluation, evaluation and impression of the Authority, strengths and weaknesses and individual comments. Mr. Chin noted that the evaluation forms were previously distributed to the Commissioners who completed them and returned them to him. Discussion regarding the comments from the evaluation forms followed.

- Meeting hand outs made available to Commissioners.
- Communications with municipal officials.
- Plant tours.
- Committee assignments and responsibilities.
- Communications with and support of Executive Director and staff.

5. Re-affirmed the RVSA Vision:
  - *“The Rahway Valley Sewerage Authority shall be the best, most efficiently run sewerage authority, in full compliance with all regulations, in the State of New Jersey.”*
6. The Commissioners also discussed the following items that should be considered when they are voting:

- Safety of Plant, Personnel, Citizens and Service Area
- Legal and Fiduciary Responsibilities As Commissioners
- Environmental Compliance Concerns
- Regulatory Body Requirements
- Service Agreement
- Recommendations from Executive Director and Consultants
- Cost Effectiveness
- No Failure Of Operation-Keep Cost In Mind, Reliability / Dependability
- Who will benefit?
- Effect On Member Municipalities

- Optimum Operating Condition Of Plant
  - Common Sense
  - Work For Common Goal
7. Mr. Chin asked what the Commissioners needed to do to improve RVSA? (and also make yourself a better you!)
- The Commissioners agreed that the Committees need to foster vigilance.
  - Curtail side bar meetings at Board and Committee Meetings.
  - Take time to discuss what needs to be discussed and accomplished at meetings.

The Commissioners also discussed having an Open House in the fall for all Member Municipal Officials.

The Commissioners also discussed the importance of communications with the appropriate personnel within the municipalities regarding key contacts in case of emergencies and also making them more knowledgeable about discharges into the sewers.

**Adjournment**

As there was no further business, Mr. Luban made a motion to adjourn the meeting, seconded by Mrs. Papen. The motion was unanimously approved and the meeting adjourned at 12:15 p.m.

*Robert J. Materna*  
Robert J. Materna, Secretary-Treasurer

JG/jg