

NJPPA MEETING AGENDA

July 20, 2017 10:30 A.M.

Borough of Madison Municipal Building

1. Call to Order and Reading of Required Statement:

“Notice of this meeting was published in the Star-Ledger on February 15, 2017 and displayed by Authority members in their municipal offices.”

2. Roll Call

3. Approval of Minutes of the Regular Meeting of April 27, 2017, the Executive Session of April 27, 2017 and the Special Meeting of June 5, 2017 (enclosures).

4. Payment of Claims (enclosure)

5. Treasurer’s Report (enclosure)

6. Executive Director’s Report (enclosures)

7. Approval of new Commissioner (attachment)

8. Resolution of the New Jersey Public Power Authority to recognize the retirement of James A. Jablonski, Executive Director, effective August 3, 2017 (enclosure).

9. Unfinished Business:

a. Committee Assignments (attachment/enclosure)

b. Resolution 2017-2018-18 to read by title only the annual budget and capital budget program of the New Jersey Public Power Authority for Fiscal Year February 1, 2017 - January 31, 2018 (attachment/enclosure).

c. Public hearing on the New Jersey Public Power Authority Budget for Fiscal Year February 1, 2017 - January 31, 2018. (attachment). Open the public hearing and

reading of Required Statement: "Notice of this public hearing was published in the Star-Ledger on June 29, 2017 and displayed by Authority members in their municipal offices."

d. NJPPA Transition items (attachments)

1. Custody of NJPPA Files/Equipment
2. Services agreement/IMA between PPANJ/NJPPA
3. Office Insurance
4. Administrative/Clerical

e. RFQ for Professional Services (attachment)

f. Risk assessment services (attachment/enclosures)

10. New Business: (None)

11. Next meeting: October 18-19, 2017, 2:30 PM Days Hotel & Conference Center, 195 Route 18, East Brunswick, NJ 08816

12. Adjourn

AGENDA ATTACHMENTS

Item 7. Approval of new Commissioner. Each local governing body must designate a Commissioner and may designate an Alternate Commissioner to serve on the Board of Commissioners. Joe Zanga, for the Borough of South River was named as the Alternate Commissioner until a replacement could be named. On May 22, 2017, South River appointed Jack P. Layne to serve as South River's Commissioner. The Board will need to approve Jack P. Layne as South River's Commissioner of the Authority.

Item 9.a. Committee Assignments: Executive, Finance, Administration, and Power Procurement. The NJPPA committee rosters are updated to reflect new committee members. The new rosters are attached.

Item 9.b. Resolution 2017-2018-18 to read by title only the annual budget and capital budget program of the New Jersey Public Power Authority for Fiscal Year 17-18. This will be the second and final reading of the budget. The budget shall be read, at the public hearing by its title, if (a) at least one week prior to the date of the hearing, a complete copy of the approved budget was made available for public inspection and (b) the governing body shall, by resolution passed by not less than a majority of the full membership, determine that the budget shall be read by its title and declare that the conditions set forth above in (a) and (b) have been met. The budget was made available for public inspection on our www.njppa.net website on June 26, 2017.

Item 9.c. Public Hearing on New Jersey Public Power Authority 2017-2018 Budget. A public hearing will be held at our meeting regarding the New Jersey Public Power Authority fiscal year 2017-2018 budget and capital budget program. The notice of public hearing was published in the Star-Ledger on June 29, 2017 and displayed by Authority members in their municipal offices.

Item 9.d. NJPPA Transition Items. There are several items common to the Association and the Authority.

1. **Custody of NJPPA Files/Equipment.** At present, NJPPA files/equipment are located at the Seaside Heights office and in Vineland. The Board should plan for moving the files/equipment to the Butler office. The Seaside Heights office will close as of August 3, 2017. Vineland needs space and would like the files relocated as soon as possible. There are metal file cabinets, computer equipment, office furniture and multiple boxes that need to be transported to Butler.
2. **Services Agreement/IMA between PPANJ/NJPPA.** The Executive Director's salary and benefits are to be prorated between PPANJ/NJPPA, however during start-up all of the acting Executive Director's salary and benefits are being paid by the PPANJ and all of the salary and benefits of the new Executive Director are being paid by the NJPPA and some type of reimbursement between PPANJ/NJPPA will need to take place. Do we need a

formalized agreement to make reimbursements? And how should this be handled going forward?

- 3. Office Insurance.** The Board needs to determine the need for office insurance at Butler, if any, to cover files/equipment/furniture.

I recommend the Board enters Executive Session for purposes of discussing the NJPPA transition item Administrative/Clerical (Item 9.d.4.), the wholesale energy management services RFQ (Item 9.e.) and the Consideration of Proposal for Risk Assessment Services (Item 9.f.) and as they pertain to personnel matters and potential vendor contract negotiations.

- 4. Administrative/Clerical.** Funds have been budgeted to pay for administrative/clerical support to be provided by a member or members or third-party. The funds were split with 25 percent in the Authority budget and 75 percent in the PPANJ budget. Who and how the support will be provided should be established relatively soon so that the support person can be trained to assume duties on a regular basis after August 3. Additionally, the support person may assume some PJM back-up/primary duties to be discussed under RFQ for Professional Services (Item 9.d.)

Item 9.e. RFQ for Professional Services. The Authority issued an RFQ for wholesale energy management services to nine interested parties on May 30, 2017 with Final Proposals due on June 19, 2017. We received four proposals on June 19, 2017. The Power Procurement Committee met via conference call on July 10, 2017 to discuss the proposals/alternatives and make potential recommendations.

Item 9.f. Consideration of Proposal for Risk Assessment Services. If the members are interested in Risk Assessment Services offered by a vendor, the process should begin soon so that each system's assessment may be completed to provide direction and strategies for energy purchases under the Authority. The indicative proposal, Consulting Agreement and cost breakdown are enclosed.