

**SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY  
MINUTES - CAUCUS MEETING – NOVEMBER 13, 2014**

**CALL TO ORDER:** The Caucus Meeting of the South Monmouth Regional Sewerage Authority was called to order at 7:00 p.m. on Thursday, November 13, 2014.

**Moment of Silence and Salute:** Led by Chairman Farrell

**Announcement:** This meeting was called in accordance with the provisions of the Open Public Meetings Act in that an announcement of the same was mailed to the Asbury Park Press, the Coast Star; and to the Clerks of our member municipalities on February 20, 2014. The minutes of this meeting will be available after Board approval at a subsequent meeting.

**Roll Call:**

**Present:** Commissioners Burne, Cory, Farrell, Lynch, Mattia, McLean, Nicol, and Thompson.

Mr. Bujak and Mr. Ruppel.

**Excused:** Mr. Bonello

**EXECUTIVE DIRECTOR’S REPORT:**

**ADMINISTRATION:**

**Submittal of the 2014 amended Income and Appropriation Budgets**

Mr. Ruppel updated the Commissioners that these budgets have been submitted and approved by the Division of Local Government Services, (DLGS).

**New guidelines for 2015 Municipal Budget Submissions**

Mr. Ruppel stated at both the September and October Board of Commissioners Meetings, the reporting format for the 2015 Municipal Budget has changed significantly from previous years’ submissions. He suggested that the Commissioners contact their respective Municipality’s representative for further information regarding it.

**Status and Award of Annual Procurement Contracts**

Mr. Ruppel reported the solicitation and awards for the annual electrical and maintenance contracts will be solicited this month and awarded in January 2015. In regards to the Professional Services Contracts, he requested the Board consider postponing the scheduled laboratories’ RFEI five year review, and in its place solicit for engineering services. He stated his reason for doing so is to revisit the previous generic RFEI for Engineering Services to further support the addition of an in-house engineer and revise the solicitations to better serve the Authority’s internal needs. He stated this could increase competition to include some of the local engineering firms that could provide

drafting services for a more reasonable rate than the previously used sanitary firms like CDM, Smith, Inc. The intent is to compile a solicitation that will support interest from these type of firms. He believes that not only will this support the Authority internally but will allow it to use the same concept with larger engineering firms.

### **Amendment to 457b Program to Include Wealth Management Services**

Mr. Ruppel stated that on the Regular Meeting Agenda are two resolutions for Board consideration and approval that would support the adoption of an amendment to the 457b Program which is an individual tax deferred retirement program for SMRSA employees. There have been several amendments to the program over the years and the Authority has continued with only the original program adopted in the 1980's. MetLife administers the program and conducts periodic on-site visits to the Authority to review individual portfolios, which may result in an employee's decision to defer more or less earnings.

In the 1980's the Authority entered into a contract with H.C. Copeland and Associates Inc. who later was absorbed by MetLife Securities, a division of the MetLife Company to act in the capacity of Deferred Compensation Plan Administrative Contractor. Subsequent to that time public law has provided for numerous revisions and enhancements to the plan including a Wealth Management Services, Investment Option.

During MetLife's most recent visit to SMRSA there seemed to be an increased interest with SMRSA's more senior employees to expand the program. The Authority's role is one of an administrator with Mr. Bujak certifying and initiating payroll deductions as directed by MetLife. MetLife has approached SMRSA to offer the program, in which employees participating in the program could enter into an agreement with MetLife individually to manage their portfolio.

Employee participation in the program will remain voluntary and the Authority or its employees will not be required to pay any sum whatsoever for said services with an expressed condition, which limits remuneration to commissions or other compensations realized from the investment of funds with third party participants other than the Authority or its employees.

Two resolutions have been placed on the Regular Meeting Agenda, the first is to amend the Authority's Deferred Compensation Plan to include Wealth Management Service's Investment Option, and the second is to appoint a Plan Administrator to the Authority Deferred Compensation Plan for Board of Commissioners review and approval.

### **Interlocal Agreement with Brielle**

Mr. Ruppel stated that staff is currently obtaining quotes from the GSA for the purchase of two Hazard Mitigation Grant Program (HMGT) approved pumps and related ancillary equipment valued at \$80,000. If a direct purchase is not possible, the Authority will solicit bids for the acquisition. In addition, staff has been working with the Borough of Brielle to facilitate the reimbursement process.

Mr. Ruppel reported that he received an invitation from the Environmental Defense Fund which is State personnel representing the Governor's Office dealing with the distribution of hazard mitigation funds set aside for energy resilience in New Jersey. The Authority is one of three utilities that were invited to and attended the meeting. It was an introduction of what the State is envisioning for the use of these funds. Much of the funds are being directed towards micro-grids.

They do not want to provide resilience through duplication of transmissions lines and power agreements. The establishments of micro-grids are going to be geographic grids based in communities throughout the entire State that will ultimately earmark resilience power alternatives to critical infrastructure within the State including, wastewater treatment plants, water treatment plants, hospitals, and emergency shelters. They envision to have some form of local power generation, co-generation, storage of electric energy or other form of power production to build something that would provide power in the event of a wide spread outage. Then by collaboration and interaction with the utilities also be able to provide power to the Neptune Sewer Plant and perhaps some pre-determined privately own local business, like supermarkets, gas stations, etc. and begin to support the community while waiting for the grid to get back on line.

## **SYSTEM STATUS**

### **Lake Como Pumping Station**

Mr. Ruppel reported that construction at the Lake Como Pumping Station continues to progress. The pumps are in the building and are currently being assembled.

### **Pitney Avenue Pumping Station**

Mr. Ruppel reported that the preliminary start date for the Pitney Avenue Pumping Station construction will be the beginning of December. Commissioner Mattia asked if the concept drawings have been received by SMRSA. Mr. Ruppel replied that he had not received the drawings yet. Discussion then ensued regarding the rendering of the building and its surroundings. Concerns were stated regarding the landscaping with the rendering possibly giving false expectations to the residents and planning board.

### **Belmar Pumping Station**

Mr. Ruppel reported the mobile enclosure design is 90% completed, however, on the overall project design only 75% has been completed. He stated that he did appear before the Belmar Planning Board for the Capital Project Review. The review was very well received with a considerable amount of positive dialogue and exchange. There were some matters but resulted in positive collaboration and agreement on same.

### **Brielle Pumping Station:**

Mr. Ruppel reported that long-term maintenance to include cleaning of the wet-wells is scheduled for the Brielle Pumping Station within the next several weeks.

## **MISCELLANEOUS**

Mr. Ruppel shared with the Commissioners, the final published featured article regarding SMRSA's resiliency planning which appeared in the November edition of the "*Municipal Sewer and Water Magazine*". He also stated that some of his interview with the publication was broadcast on News 12 New Jersey and a follow up story appeared in the Asbury Park Press later that week.

### **AEA Annual Meeting**

Mr. Ruppel stated as a reminder, the 2014 Annual Association of Environmental Authorities Meeting is scheduled for November 18<sup>th</sup> and 19<sup>th</sup>. It is also anticipated that he will be voted President of the AEA. He stated that having this position would put the Authority in a very positive and strategic position.

### **League of Municipalities Conference**

Mr. Ruppel stated that he and Mr. Bujak would be co-presenting with the NJEIT at the N.J. League of Municipalities Conference on Wednesday, November 19<sup>th</sup> in the Atlantic City Convention Center.

### **New Jersey Governor's Advisory Council:**

Mr. Ruppel stated that he has also been asked to be on the Governor's Advisory Council regarding water issues in the State of New Jersey. One of the goals of this council is to gain control over combined sewerage overflows, which is a real issue in the urban communities of this State. The combined sewerage overflows includes sewer lines that not only take wastewater but storm water as well. Since the Advisory Council has numerous presenters presenting on CSO, but no presenters on infiltration and inflow, the Council asked Mr. Ruppel to present on this subject.

### **BUSINESS:**

- Resolution amending the Authority's Deferred Compensation Plan to include a Wealth Management Services – Investment Option.
- Resolution appointing a Plan Administrator to the SMRSA Deferred Compensation Plan.

### **PUBLIC PORTION:**

It was moved by Commissioner Mattia and seconded by Commissioner Burne to open the public portion of the meeting. On voice vote, all Commissioners voted aye.

Commissioner Burne made the motion to close the public portion and re-open the Caucus Meeting. Commissioner Mattia seconded the motion. On voice vote, all Commissioners voted aye.

### **ADJORNMENT:**

Commissioner Mattia made the motion to adjourn the Caucus Meeting. Commissioner Cory seconded the motion. On voice vote, all Commissioners voted aye.