

**SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY  
MINUTES - CAUCUS MEETING – OCTOBER 9, 2014**

**CALL TO ORDER:**

The Caucus Meeting of the South Monmouth Regional Sewerage Authority was called to order at 7:03 p.m. on Thursday, October 9, 2014.

**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:**

Commissioners Burne, Cory, Farrell, Lynch, Mattia, McLean and Nicol.

Messrs. Bonello, Bujak and Ruppel.

**Excused:**

Commissioner Thompson

**ATTORNEY’S REPORT:**

Mr. Bonello reported he reviewed with Mr. Ruppel a contract with a sole source provided for the Co-gen Gas Conditioning Skid, and other items related to the Pitney Avenue and Belmar Pumping Station Projects of which Mr. Ruppel will review with the Board of Commissioners during his Executive Director’s Report.

**EXECUTIVE DIRECTOR’S REPORT:**

***DLGS Posting of LFN 2014-14 detailing new guidelines for 2015 Authority Budget Submissions***

Mr. Ruppel stated within each Commissioner’s meeting folder was a newly required worksheet to be completed as part of the Authority’s Annual Budget regarding new disclosure requirements from the Division of Local Government Services (DLGS). Although received at the Finance Committee level he stated that if there were questions regarding completing the worksheet he would review with the entire Board of Commissioners. Having no questions, he requested all Commissioners to return the completed worksheet to Mr. Bujak no later than October 17, 2014 to ensure a timely budget filing to the DCA.

***Pitney Avenue – SAIL Loan Details***

Mr. Ruppel reported that on September 23, 2014, the Authority closed on the Pitney Avenue portion of the SAIL loan in the amount of \$1,532,224 at a rate of 0.13%.

## **Status and Award of Annual Procurement Contracts**

### **Procurement and Services Contracts:**

Mr. Ruppel stated beginning in the 2014 contract year, the contract for the Removal and Disposal of Sewerage Sludge was divided between hauling sludge contractors and sludge receiving sites. For the 2015 contracts, to protect itself from unforeseen circumstances, the Authority has further divided these contracts to include sewer sludge hauling and identifying a primary and secondary sewer sludge-receiving site. A resolution has been placed on the Regular Meeting Agenda recommending the contract award for the hauling of Sewerage Sludge to Accurate Waste Disposal. In addition, staff solicited three proposals and received responses for inter-local agreements with Stony Brook Sewerage Authority and Passaic Valley Commission with pricing compensable to last year. As there has been strong encouragement from the State to have alternative receiving sites, the Authority is proposing selecting two inter-local agreements. The primary is with Stony Brook Sewerage Authority, which will receive 80%, and Passaic Valley Commission for the remaining 20% of the Authority's sludge disposal respectively. Resolutions have been placed on the Regular Meeting Agenda for the approval of inter-local agreements for both Stony Brook Sewerage Authority and Passaic Valley Commission for Board of Commissioner review and approval.

In addition to the Sludge contract solicitations, bids were opened on October 7, 2014 to Furnish and Deliver Sodium Hypochlorite and Magnesium Hydroxide. The lowest responsive bid for Sodium Hypochlorite was Univar USA, Inc. from Middletown, PA, and for Magnesium Hydroxide, was Premier Magnesia LLC from West Conshohocken, PA. The Sodium Hypochlorite costs increased from last year; however, the Magnesium Hydroxide was lower thereby equalizing the annual cost of these two products. Resolutions have been placed on the Regular Meeting Agenda for Board of Commissioner review and approval.

Mr. Ruppel stated that the solicitations and awards for the annual maintenance and electrical services contracts are scheduled for a future Board of Commissioners Meeting.

### **SYSTEM STATUS**

#### **Lake Como Pumping Station:**

Mr. Ruppel reported Lake Como Pumping Station Project continues on its schedule.

#### **Pitney Avenue Pumping Station:**

Mr. Ruppel reported that the Pitney Avenue Pumping Station bids were completed and contracts were awarded in September 2014. Work will commence within the next few weeks.

#### **Belmar Pumping Station:**

Mr. Ruppel reported the Belmar Pumping Station is still in its design stage, however, staff has communicated with the Belmar Planning Board and has scheduled a meeting on October 20, 2014 to begin the capital project review; staff is currently preparing the presentation.

## MISCELLANEOUS

### *NJEIT – Sandy Recovery and Resilience Publicity Event*

Chairman Farrell eluded to the publicity event regarding resiliency at the Pitney Avenue Pump Station. Mr. Ruppel stated that at the request of the NJEIT, Channel 12 News and the Asbury Park Press were at the Pitney Avenue Pumping Station to promote the Authority as the first applicants to receive funds through the SAIL Program. SMRSA was the pilot Authority for the program helping to define the procedures and requirements. NJEIT is currently promoting the \$2.8 billion put aside to rebuild the State Utilities' infrastructure. It was a good event and the Authority received positive exposure of its accomplishments and its use of mobile enclosures. He also stated that even though the Rehabilitation of the Belmar Pump Station is not FEMA eligible, there still might be an opportunity for the Authority to receive up to 20% principal forgiveness of a future borrowing. He stated he has become aware of a pool of HUD funds set aside for non-eligible disaster relief utilities for which the Authority could possibly receive. Since it is a first come first serve type program and the Belmar Pump Station being the Authority's last project there are potentially many applicants ahead of the Authority. However, Mr. Ruppel has contacted the NJEIT to inquire if they would entertain a change order to increase the cost of the design project to become eligible for principal forgiveness on the end of the project and received a positive response from the NJEIT that they were willing to discuss the option.

### *AEA Annual Meeting*

The Association of Environmental Authorities has scheduled its 2014 Annual Meeting for Tuesday and Wednesday, November 18<sup>th</sup> and 19<sup>th</sup> in Atlantic City. It is anticipated that Mr. Ruppel will be voted President of the AEA, but he will not be take office until January 2015. It is beneficial to the Authority, as being president will provide more exposure to the SMRSA. The draft agenda will include an Introduction to the Envision Program; Asset Management, Long-term Control Plans and Other Matters on the Horizon at the DEP; Compliance with FEMA, CDBG and Sandy SRF; Introduction to SAIL Bridge Loan Program; Powering through a Storm; the New Energy Resilience Bank; Management Update on Sludge & Solid Waste.

### *League of Municipalities Conference*

The NJEIT and the League of Municipalities has requested Mr. Bujak and Mr. Ruppel to assist in presenting a workshop entitled Cash Flow for Construction – NJEIT's SAIL Program on Wednesday, November 19<sup>th</sup> (2:00 PM – 3:40 PM) at the League Conference being held at the Atlantic City Convention Center.

### **BUSINESS:**

- Resolution amending the 2014 Income and Appropriation Budgets
- Resolution to approve an Interlocal Agreement with Stony Brook Regional Sewerage Authority for the Disposal of Liquid Sewage Sludge
- Resolution to approve an Interlocal Agreement with Passaic Valley Sewerage Commission for the Disposal of Liquid Sewage Sludge
- Resolution awarding the 2015 Contract to Furnish & Deliver Bulk Sodium Hypochlorite to Univar USA, Inc.

- Resolution awarding the 2015 Contract to Furnish & Deliver Magnesium Hydroxide, Thioguard to Premier Magnesia, LLC
- Resolution awarding the 2015 Contract for the Removal and Disposal of Liquid Sewer Sludge to Accurate Waste Removal Services
- Resolution authorizing the procurement of Engineering Services and System Upgrades from a sole source provider, Unison Solution, Inc., related to the Co-Generation Gas Conditioning Skid
- Resolution authorizing the solicitation of bids for the procurement of necessary equipment for the Belmar Pump Station

**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. As there was no public present, Commissioner Mattia made the motion to close the public portion and re-open the Caucus Meeting. Commissioner Burne seconded the motion. On voice vote, all Commissioners voted aye.

**ADJORNMENT:**

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