

**SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY
MINUTES - CAUCUS MEETING – SEPTEMBER 11, 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, September 11, 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.

Messrs. Bonello, Bujak, and Ruppel.

ATTORNEY’S REPORT:

Mr. Bonello reported he reviewed with Mr. Ruppel the contracts for the Pitney Avenue Pumping Station Project and several other items which Mr. Ruppel will review with the Board during his Executive Director’s Report.

EXECUTIVE DIRECTOR’S REPORT:

U.S. Securities and Exchange Commission:

Last month, Mr. Ruppel reported the Division of Enforcement of the U.S. Securities and Exchange Commission has initiated a Municipality Continuing Disclosure Cooperation (MCDC) Initiative. All Governmental Entities have been directed to conduct a continuing disclosure review of its prior borrowings, and self-report and correct any deficiencies. He stated that the Authority has engaged NW Financial, a third-party disclosure-dissemination firm, to complete the Authority’s required review and expects to receive a report within the next several weeks.

In addition, Mr. Ruppel stated that the SMRSA hosted a workshop on behalf of the AEA at the Authority on August 27, 2014. The conference was well attended and included the Director of the Division of Local Government Services (DLGS), Bond Counsel’s from throughout the State and was a comprehensive session which further educated Mr. Bujak and himself on the U.S. Securities and Exchange Initiatives.

2015 Budget:

Mr. Ruppel stated, normally, the DLGS does not post its on-line budget forms until the middle of October and are due back to DLGS by the end of October. He stated that a week ago staff became aware that the forms were already on-line. After reviewing the budget-reporting format, it was discovered the reporting format had changed dramatically for Authorities from previous years' submissions. Failure to submit the budget in the required format will result in a non-approval by the DLGS. Newly required supplemental information includes the salaries of the top five paid employees of the Authority and the SMRSA Commissioners and their interaction with other political appointments or positions. The Authority is now required to ascertain both roles by that individual and report the information in detail within the budget worksheets. Mr. Ruppel stated that his concern is in obtaining accurate information and how the DLGS will validate the reported data.

Inter-Local Agreement with Borough of Brielle:

Mr. Ruppel reported in the post landfall of Super Storm Sandy, the Authority became aware of hazard mitigation grant funds and subsequently submitted the appropriate application. The Authority was informed last week that it was eligible for an \$80,000 grant for emergency by-pass pumping and ancillary equipment. The county has a Hazard Mitigation Program, however, SMRSA is not eligible to join. One of the alternatives that the County OEM suggested was that the Authority create an Inter-local agreement with one of its member municipalities to act as a fiduciary giving the Authority access to the grant funds through the member municipality. A resolution has been placed on the Regular Meeting Agenda for an Inter-Local Agreement between the Borough of Brielle and SMRSA for Board of Commissioners consideration and approval.

New Jersey Utility Authorities Joint Insurance Fund Renewal:

The New Jersey Utility Authorities Joint Insurance Fund (NJUA-JIF) is a duly chartered Municipal Insurance Fund. The Authority is currently a member of the NJUA-JIF and this membership will expire on December 31, 2014. Mr. Ruppel recommended to the Board of Commissioners the renewal of membership in the NJUA-JIF for a three (3) year period, beginning January 1, 2015 and ending December 31, 2017. He reiterated to the Board of Commissioners the continued savings the Authority has experienced since joining the NJUA-JIF in 2002. A resolution authorizing the Executive Director to execute the agreement to renew membership on behalf of the Authority has been placed on the Regular Meeting Agenda for Board consideration and approval.

SYSTEMS

Lake Como Pumping Station:

Mr. Ruppel reported the Lake Como Pumping Station project is progressing and continues to be on schedule.

Pitney Avenue Pumping Station:

Mr. Ruppel reported that the Pitney Avenue Pumping Station Project Preconstruction Meeting took place last week and all insurance certificates and bonds are received and in order, therefore official Notices to Proceed letters will be mailed within the week.

Belmar Pump Station:

An informal meeting with representatives from the Borough of Belmar was held on August 22, 2014. Staff was able to receive some general feedback from the representative regarding thoughts the Belmar Planning Board has on the project. A meeting will be scheduled with Belmar's Mayor and Administrator shortly.

BUSINESS:

- Resolution authorizing the renewal of SMRSA's membership in the New Jersey Utility Authorities Joint Insurance Fund.
- Resolution Authorizing an Inter-local Agreement between the South Monmouth Regional Sewerage Authority and the Borough of Brielle in receipt of HMGP grant funds.

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