

**SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY
MINUTES - REGULAR MEETING – FEBRUARY 12, 2015**

CALL TO ORDER:

The Regular Meeting of the South Monmouth Regional Sewerage Authority was called to order at 7:47 p.m. on Thursday, February 12, 2015.

Announcement:

This meeting was called in accordance with the provisions of the Open Public Meetings Act, and 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, Nicol, and Thompson.

Messrs. Bonello, Bujak, and Ruppel.

Excused:

Commissioner McLean

REORGANIZATION:

Chairman Farrell asked the Nominating Committee to offer their nominations. Commission Cory cited the nominations for the SMRSA 2015 Officers as follows:

Chairman	Keven Thompson
Vice Chairman	Thomas B. Nicol
Secretary	Michael Mattia
Treasurer	Mary L. Burne
Assistant Secretary	Michael J. Ruppel

Chairman Farrell asked if there were any nominations from the Board or floor, hearing none, Commissioner Cory made the motion to close the nominations. Commissioner Mattia seconded the motion.

Roll Call:

In the Affirmative:

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

Abstained:

Commissioner Thompson.

1. RESOLUTION #08-15

Commissioner Mattia made the motion to appoint Commissioner Thompson as Chairman, Commissioner Nicol as Vice Chairman, Commissioner Mattia as Secretary, Commissioner Burne as Treasurer and Executive Director, Michael Ruppel as Assistant Secretary. Commissioner Farrell seconded the motion.

Roll Call:

In the Affirmative:

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

Abstained:

Commissioner Thompson.

TRANSFER OF CHAIRMAN:

Chairman Thompson assumed his new position as Chairman and appointed the SMRSA 2015 Committee Assignments as follows:

Engineering Committee

Mary L. Burne – Chairman
Kevin Lynch
Gary McLean
Thomas B. Nicol
*Kevin Thompson (1)
*Michael Mattia (2)

Human Resources Committee

Michael Mattia – Chairman
Mary L. Burne
E. Gene Cory
Ken Farrell
*Kevin Thompson (1)
*Kevin Lynch (2)

Finance Committee

Thomas B. Nicol – Chairman
Ken Farrell
Kevin Lynch
Michael Mattia
*Kevin Thompson (1)
*Mary L. Burne (2)

Executive Committee

Kevin Lynch – Chairman
E. Gene Cory
Gary McLean
Kevin Thompson
*Mary Burne (1)
*Thomas B. Nicol (2)

*(1) Alternate #1

*(2) Alternate #2

1. RESOLUTION #09-15

Commissioner Nicol made the motion that,

BE IT RESOLVED, that the following South Monmouth Regional Sewerage Authority Caucus and Regular Meeting dates have been approved for 2015/2016 calendar years.

- Thursday, March 12, 2015
- Thursday, April 9, 2015
- Thursday, May 14, 2015
- Thursday, June 11, 2015
- Thursday, July 9, 2015
- Thursday, August 13, 2015
- Thursday, September 10, 2015
- Thursday, October 8, 2015
- Thursday, November 12, 2015
- Thursday, December 10, 2015
- Thursday, January 14, 2016
- Thursday, February 11, 2016

Commissioner Farrell seconded the motion.

Roll Call:

In the Affirmative:

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

2. RESOLUTION #10-15

Commissioner Farrell made the motion that,

BE IT RESOLVED, that the financial institutions listed below be and are hereby designated as the Authority’s Official

Depositories for the period February 12, 2015 through February 11, 2016:

Depositories

Manasquan Savings Bank
New Jersey Cash Management Fund
Ocean First Bank
Provident Bank
Santander Bank
TD Bank
Two River Community Bank

BE IT FURTHER RESOLVED, that the Authority's Finance and Administration Manager and/or Executive Director have the authority and empowerment to communicate with the aforementioned Official Depositories to conduct wire transfers of funds between such institutions for the purpose of cash management and maximizing interest income based upon short-term financial needs of the Authority. Commissioner Burne seconded the motion.

Roll Call:

In the Affirmative:

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

RESOLUTION #11-15

Commissioner Mattia made the motion that,

BE IT RESOLVED, that the Authority's Officers and the Finance and Administration Manager are named as the Authority's Official Signatories for the period February 12, 2015 through February 11, 2016.

BE IT FURTHER RESOLVED, that the Authority's Officers and the Finance and Administration Manager named as Signatories for the following Authority's Financial Accounts.

With respect to the *OPERATING* Account, any three (3) of the following Authority Officers with a minimum of one (1) live signature: Chairman, Vice-Chairman, Secretary, Treasurer, and Assistant Secretary as signatories.

With respect to the *PAYROLL* Account, any one (1) of the following Authority Officers or Staff Members live signature: Chairman, Vice-Chairman, Secretary, Treasurer, Assistant Secretary and Finance and Administration Manager as signatories.

With respect to the *SPECIAL OPERATING* Account, any one (1) of the following Authority Officers or Staff Members live signature: Chairman, Vice-Chairman, Secretary, Treasurer, Assistant Secretary and Finance and Administration Manager as signatories.

NOW THEREFORE BE IT RESOLVED, that the afore-referenced officers and staff members be and are hereby authorized as outlined above to sign, make, draw, accept or endorse on behalf, or in the name of this Authority, any and all checks, notes, drafts, bills of exchange, acceptances, orders or other instruments for the payment of money or the withdrawal of funds base on the financial needs of the Authority. Commissioner Burne seconded the motion.

Roll Call:

In the Affirmative:

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

3. RESOLUTION #12-15

Commissioner Burne made the motion that,

BE IT RESOLVED, that the Executive Director is hereby authorized to maintain a Petty Cash Fund (\$350.00) and a Special Operating Account (\$2,000.00) for incidental cash outlays and charges. Commissioner Farrell seconded the motion.

Roll Call:

In the Affirmative:

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

4. RESOLUTION #13-15

Commissioner Lynch made the motion that,

BE IT RESOLVED, that the following newspapers be and are hereby designated as the Authority's Official Newspapers for the period February 12, 2015 through February 11, 2016:

The Asbury Park Press
The Coast Star
The Star Ledger

Commissioner Mattia seconded the motion.

Roll Call:

In the Affirmative:

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

5. RESOLUTION #14-15

Commissioner Cory made the motion to approve the appointment of Dilworth Paxson L.L.P based on their proposal dated November 21, 2014 as Bond Counsel for the Authority for the period February 12, 2015 through February 11, 2016. Commissioner Burne seconded the motion.

Roll Call:

In the Affirmative:

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

6. RESOLUTION #15-15

Commissioner Cory made the motion to approve the appointment of Manna & Bonello based on their proposal dated November 19, 2014 as consulting Attorney for the period February 12, 2015 through February 11, 2016. Commissioner Burne seconded the motion.

Roll Call:

In the Affirmative:

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

7. RESOLUTION #16-15

Commissioner Nicol made the motion to approve the appointment of Cleary, Jacobbe, Alfieri, Jacobs, LLC based on their proposal dated January 21, 2015 as consulting Labor Attorney for the period February 12, 2015 through February 11, 2016. Commissioner Farrell seconded the motion.

Roll Call:

In the Affirmative:

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

8. RESOLUTION #17-15

Commissioner Farrell made the motion to approve the appointment of Ferraioli, Wielkocz, Cerullo and Cuva, P. A. based on their proposal dated November 24, 2014, as Auditor for the Authority for the period February 12, 2015 through February 11, 2016 wherein they will conduct the FY14 Audit. Commissioner Mattia seconded the motion.

Roll Call:

In the Affirmative:

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

9. RESOLUTION #18-15

Commissioner Mattia made the motion to approve the Pre-qualifying Consulting Engineering Firms listed below in a non-procurement action for the period of February 12, 2015 through February 11, 2016 under a Non-Fair and Open Solicitation:

Alaimo Group
CDM Smith, Inc.
C.M.E. Associates
T&M Associates

Commissioner Burne seconded the motion.

Roll Call:

In the Affirmative:

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

10. RESOLUTION #19-15

Commissioner Burne made the motion to approve the appointment of Coastal Solutions, Inc. based on their proposal dated December 8, 2014 to provide Information Technology and

Computer Services for the period of February 12, 2015 through February 11, 2016. Commissioner Mattia seconded the motion.

Roll Call:

In the Affirmative:

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

11. RESOLUTION #20-15

Commissioner Lynch made the motion to approve the appointment of QC Laboratories based on their proposal dated September 25, 2014 to provide Water Quality Based Laboratory Testing Services for the Authority for the period February 12, 2015 through February 11, 2016. Commissioner Mattia seconded the motion.

Roll Call:

In the Affirmative:

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

12. RESOLUTION #21-15

Commissioner Cory made the motion to approve the appointment of Air Nova, Inc. based on their proposals dated September 30, 2014 to provide Air Quality Based Laboratory Testing Services for the Authority for the period February 12, 2015 through February 11, 2016. Commissioner Burne seconded the motion.

Roll Call:

In the Affirmative:

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

13. RESOLUTION #22-15

Commissioner Nicol made the motion to appoint Mr. Charles Casagrande of the Danskin Agency as the Authority's Risk Management Consultant for the period February 12, 2015 through February 11, 2016 in accordance with the NJUJIF Fund's bylaws at a fee rate of 6% of the Authority's assessment payable from its premium. Commissioner Burne seconded the motion.

Roll Call:

In the Affirmative:

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

TREASURER'S REPORT:

1. RESOLUTION #23-15

Commissioner Burne made the motion that,

BE IT RESOLVED, by the South Monmouth Regional Sewerage Authority that Revenue Fund Requisition #14-14 in the total amount of \$85,616.89 is hereby approved for transfer from the 2014 Revenue Fund to the Operating Fund in satisfaction of all 2014 is hereby approved for transfer attached hereto and made a part thereof as of this date.

BE IT FURTHER RESOLVED, that bills listed in the aforesaid Revenue Fund Requisition is hereby approved for payment. Commissioner Mattia seconded the motion.

Roll Call:

In the Affirmative:

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

2. RESOLUTION #24-15

Commissioner Burne made the motion that,

BE IT RESOLVED, by the South Monmouth Regional Sewerage Authority that Revenue Fund Requisition #02-15 in the total amount of \$280,162.54 is hereby approved for transfer as follows:

1. That \$139,098.70 is transferred from the Revenue Fund to the Operating Fund in satisfaction of all approved bills attached hereto and made a part thereof as of this date.
2. That \$141,063.84 is transferred from the Revenue Fund to the Payroll Fund to reimburse the Authority for the prior month's gross payroll and employer payroll taxes.

BE IT FURTHER RESOLVED, that bills listed in the aforesaid Revenue Fund Requisition is hereby approved for payment. Commissioner Mattia seconded the motion.

Roll Call:

In the Affirmative:

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

3. RESOLUTION #25-15

Commissioner Burne made the motion that,

BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that Construction Project Fund Requisition CPF #02-15 in the total amount of \$191,107.25 is hereby approved for payment from the Construction Project Fund. Commissioner Farrell seconded the motion.

Roll Call:

In the Affirmative:

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

BUSINESS:

1. MEETING MINUTES

Commissioner Farrell made the motion to approve the January 8, 2015 Connection Fee Hearing transcription as written. Commissioner Mattia seconded the motion. On voice vote all Commissioners voted aye.

2. MEETING MINUTES

Commissioner Mattia made the motion to approve the January 8, 2015 SMRSA Caucus & Regular Meeting Minutes as written. Commissioner Lynch seconded the motion. On voice vote all Commissioners voted aye.

3. RESOLUTION #26-15

Commissioner Lynch made the motion to authorize the execution of Change Order No. 1 to the Lake Como Pumping Station Contract with Quad Construction Company. Commissioner Mattia seconded the motion.

Roll Call:

In the Affirmative:

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

4. RESOLUTION #27-15

Commissioner Cory made the motion to authorize the Change in Scope of previously approved Engineering Services and System Upgrades from a Sole Source Provider Related to the Co-Generation Gas Conditioning Skid. Commissioner Farrell seconded the motion.

Roll Call:

In the Affirmative:

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

COMMISSIONER'S COMMENTS:

Chairman Thompson commented that Mr. Ruppel has and is currently doing a great job with the FEMA grant awards. Mr. Ruppel stated that if the Authority is not successful in retaining the original FEMA award for the Pitney Avenue Pump Station, the Authority is going to incur the \$1M deficit. Mr. Ruppel suggested to the Board of Commissioners that alternatives to consider would be the Authority taking on new debt, reduce its overall Sandy debt or delay the Belmar Pumping Station Project to make up for this shortfall. Commissioner Mattia stated that his recommendation would be to continue to improve SMRSA's infrastructure and if we the Authority does not continue on schedule with the Belmar Pumping Station, he is concerned what will happen during the next wet weather/storm event.

PUBLIC PORTION:

It was moved by Commissioner Mattia and seconded by Commissioner Burne to open the public portion of the meeting. All Commissioners voted aye. As there was no public present a motion was made by Commissioner Mattia, and seconded by Commissioner Cory to close the public portion of the meeting. All Commissioners voted aye.

ADJORNMENT:

Commissioner Burne made the motion to adjourn the Regular Meeting. Commissioner Mattia seconded the motion. All Commissioners voted aye. The time was 8:10 p.m.