

**SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY
MINUTES - CAUCUS MEETING – JULY 9, 2015**

CALL TO ORDER:

The Caucus Meeting of the South Monmouth Regional Sewerage Authority was called to order at 7:00 p.m. on Thursday, July 9, 2015.

Moment of Silence and Salute:

Led by Chairman Thompson

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 13, 2015. The minutes of this meeting will be available after Board approval at a subsequent meeting.

Roll Call:

Present:

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

Mr. Bujak and Mr. Ruppel.

Excused:

Commissioner Mattia and Mr. Bonello

EXECUTIVE DIRECTOR'S REPORT:

SYSTEM STATUS

Lake Como Pumping Station

Mr. Ruppel reported the new Lake Como Pumping Station is operational and performing as designed.

Pitney Avenue Pumping Station

Mr. Ruppel reported the new Pitney Avenue Pumping Station is operational. The previously mentioned start-up issues have been rectified. Due to the delay in start-up, negotiations are underway regarding the covered warranty period. He stated most of the temporary equipment will be removed from the site with one exception to be used as a precautionary measure only. The construction phase of the project will be completed within the month with the attention being placed on the administrative aspects of the project.

Belmar Pumping Station:

Mr. Ruppel reported a Notice to Bidders for the Belmar Pumping Station Project was advertised in the Asbury Park Press on July 1, 2015 with the Bid Opening scheduled for August 6, 2015. A pre-bid meeting was held on July 9, 2015. It is the hope to be able to award the contract at the August 2015 Board of Commissioner Meeting.

ADMINISTRATION

Outfall Project:

Mr. Ruppel reported that he and staff met with CDM Smith, Inc. for the kick-off meeting for the Outfall Project. Milestones and schedules were among the topics discussed at the meeting. He reported that the project is less complicated in design than it is to acquire the necessary ocean permits. Since permitting can be a long process, he anticipates that the Authority will seek approval to bid the project in February 2016 and actually start the project in June 2016.

NJEIT SAIL Loan Note:

Mr. Ruppel reported that on the Regular Meeting Agenda is a resolution ratifying the extension of the NJEIT SAIL loan note he executed on behalf of the Authority.

2014 Audit:

Mr. Ruppel reported the 2014 Audit for the Fiscal Year Ending December 31, 2014 has been completed and copies were distributed to all the Commissioners at the June 11, 2015 Board of Commissioner Meeting. The Audit reported no recommendations and he received no comments from the Commissioners. An Exit Interview was held with the Auditor, Paul Cuva of Ferraioli, Wielkotz, Cerullo & Cuva and subsequent to this with the Finance Committee. A resolution has been placed on the Regular Meeting Agenda for Board of Commissioner approval.

Purchase of Energy Generation Services:

Mr. Ruppel reported that on June 3, 2015 the Authority held an online auction to purchase energy generation services at fixed rates ranging from .0807/kWh to .0893/kWh. Because of a fatal flaw created by the vendor in the bid process the Authority was required to reject all the bids from this auction. The Authority subsequently held another auction on June 30, 2015 which the awarded fixed rate was .0825/kWh resulting in an increase in value of \$2,102.30 over a 12 month period with Hudson Energy. A resolution has been placed on the Regular Meeting Agenda for the Board of Commissioners to ratify the purchase of Energy Generation Services from Hudson Energy for a period of 24 months.

The Authority went to the Agency that facilitated the auctions and advised them that due to their fatal flaw in the 1st auction, the Authority has had to absorb an additional \$2,102.30 for the same energy services and requested compensation for the increase in energy costs. After much negotiations, EMEX agreed to reimburse the Authority for the additional cost.

Annual Procurement and Services Contracts:

Mr. Ruppel reported two resolutions have been placed on the Regular Meeting Agenda, the first for the Annual Procurement Contracts (Hypo, MAG & Sludge) and the second is for the Electrical Repair and Maintenance Repair Services Contracts for Board of Commissioners authorization to solicit bids for the 2016 contract year.

Requests for Proposals from Consulting Engineering Firms:

Mr. Ruppel reported a resolution has been placed on the Regular Meeting Agenda authorizing the Executive Director to solicit Requests for Proposals from Consulting Engineering Firms in a non-procurement action for the 2016 contract year for Board Consideration and approval.

BUSINESS:

- Ratify the purchase of energy generation services from Hudson Energy for Public Use utilizing an online website
- Resolution to approve 2014 Audit for fiscal year ending December 31, 2014
- Resolution to Authorize Solicitation of Bids to Furnish and Deliver Sodium Hypochlorite, Magnesium Hydroxide and for the Removal of Sewer Sludge and F.O.G. Residuals
- Resolution to Authorize Solicitation of Bids to Contract Equipment Repair, Rental, Maintenance & Installation Services; and Electrical Diagnostic, Troubleshooting and Repair Services
- Resolution Authorizing the Executive Director to Solicit Requests for Proposals from Consulting Engineering Firms in a Non-Procurement Action for Fiscal Year 2016
- Resolution Ratifying the Extension of the NJEIT SAIL Loan Note to December 31, 2016

PUBLIC PORTION:

It was moved by Commissioner Burne and seconded by Commissioner Farrell to open the public portion of the meeting. On voice vote, all voted aye. A motion was made by Commissioner Burne, and seconded by Commissioner Farrell to close the public portion of the meeting. On voice vote, all voted aye.

ADJORNMENT:

Commissioner Lynch made the motion to adjourn the Caucus Meeting. Commissioner McLean seconded the motion. On voice vote, all voted aye.