

**SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY
MINUTES - CAUCUS MEETING – JUNE 9, 2016**

CALL TO ORDER:

The Caucus Meeting of the South Monmouth Regional Sewerage Authority was called to order at 7:00 p.m. on Thursday, June 9, 2016.

Moment of Silence and Salute:

Led by Chairman Nicol

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 Clerks of our member municipalities on February 22, 2016; and to the Asbury Park Press and the Coast Star on February 25, 2016. The minutes of this meeting will be available after Board approval at a subsequent meeting.

Roll Call:

Present:

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

Messrs. Bonello, Bujak, and Ruppel.

ATTORNEY'S REPORT:

Mr. Bonello reported he worked with Mr. Ruppel on several items during the month of which he will review in his Executive Director's Report.

EXECUTIVE DIRECTOR'S REPORT:

SYSTEM STATUS

Belmar Pumping Station:

Mr. Ruppel reported the Belmar Pumping Station Project is progressing and it should be on line in early July 2016.

Outfall Project:

Mr. Ruppel reported the Outfall Project has been authorized by FEMA and will be advertised in the Authority's official newspaper and on its website on June 10, 2016; deadline for bid receipt will be July 12th with the expectation of consideration and award at the July Board of Commissioner Meeting.

Additional FEMA Funding:

Mr. Ruppel reported that both the Authority Engineer, Mr. Krause and Finance Manager, Mr. Bujak attended a meeting with FEMA regarding the Outfall Project's Engineering Review which was subsequently approved by FEMA. During the same meeting, additional discussion ensued regarding possible opportunities that could be pursued in order to increase FEMA's funding for

other SMRSA projects in terms of hazard mitigation work. He complimented Mr. Krause and Mr. Bujak on a good job as they walked away from the meeting with a 90% certainty that there is going to be additional funding for the Outfall Project between \$300,000.00 and \$500,000.00. He stated they discussed the Belmar Pumping Station which has currently received no funding from FEMA due to a duplication clause concerning insurance funds. At the meeting they stressed that the Authority is not seeking federal funds for damages, but are seeking federal assistance for hazard mitigation work. It may be possible that the cost of the mobile enclosure and some of the design efforts could be reimbursed with the existing hazard mitigation funds available.

Co-Generation System Feasibility Study Update:

Mr. Ruppel reported the project is currently going through a Cost Benefit Analysis being conducted by Rutgers and has received a verbal non-committal response that the project has received a positive score (a positive score being between 1 and 15 with 1 being best). A conference call has been scheduled for Friday, June 10, 2016 and should the number remain positive, staff will authorize T&M Associates to do the work that was discussed at a previous Board of Commissioner Meeting. A resolution has been placed on the Regular Meeting Agenda for Board consideration and approval to award T&M Associates an amended contract to assist on an as needed basis, with the preparation of a full application package submittal to the Energy Resilience Bank.

ADMINISTRATION

2015 Authority Audit:

Mr. Ruppel reported the Authority's 2015 Audit is complete. Draft copies have been received and are being reviewed by both himself and Mr. Bujak. In compliance with GASB Pronouncement 68, this is the first year the Authority has had to record its total portion of the Pension liability on its financial statements. Once the Audit is reviewed with the Finance Committee an exit interview will be scheduled with the anticipation of having the audit considered and approved during the July Board of Commissioner Meeting.

Policy and Procedure Manual:

Mr. Ruppel reported that with the assistance of Labor Counsel SMRSA's Non-Union Employee Policy and Procedure Manual has been revised and updated. A resolution has been placed on the Regular Meeting Agenda adopting the revised Manual for Board of Commissioner consideration and approval.

BUSINESS:

- Resolution Amending and Approving Changes to the South Monmouth Regional Sewerage Authority Employee Policy and Procedure Manual.
- Resolution awarding a professional engineering services contract to T & M Associates to assist on an as needed basis, with the preparation of a full application package submittal to the Energy Resilience Bank.

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 voted aye. A motion was made

by Commissioner Burne, and seconded by Commissioner Mattia to close the public portion of the meeting. On voice vote, all voted aye.

ADJORNMENT:

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