

**SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY
MINUTES - CAUCUS MEETING – MAY 12, 2016**

CALL TO ORDER:

The Caucus Meeting of the South Monmouth Regional Sewerage Authority is called to order at 7:00 p.m. on Thursday, May 12, 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, Mattia, McLean, and Nicol.

Messrs. Bonello, Bujak, and Ruppel.

Excused:

Commissioner Lynch

ATTORNEY'S REPORT:

Mr. Bonello reported he worked with Mr. Ruppel on several items, particularly the Pitney Avenue Pump Station and a personnel item.

EXECUTIVE DIRECTOR'S REPORT:

SYSTEM STATUS

Belmar Pumping Station:

Mr. Ruppel reported the Belmar Pumping Station Project is progressing. There were two issues that were resolved. All excavations have been completed with the exception of one. The current project's focus is reducing the site's footprint, moving equipment within the building and some electrical work to be completed in order to prepare it for the Memorial Day Holiday.

Pitney Avenue Pump Station:

Mr. Ruppel reported the Pitney Avenue Pump Station project is progressing. During the April 14, 2016 SMRSA Meeting, an alternative to the final landscaping plan was discussed. He reported after some discussion with representatives of the Borough of Spring Lake, it was decided to initiate an Inter-local Agreement between the Authority and the Borough of Spring Lake whereby the Authority would turn over the purchase, installation, and maintenance of all plantings and shrubbery both inside and outside of the Pump Station's fence to the Borough of Spring Lake allowing the

Borough to decide on the selection of plantings and shrubbery. In exchange, the Authority will contribute a one-time payment of \$10,000.00 to the Borough thereby releasing the Authority of any future obligations. A resolution has been placed on the Regular Meeting Agenda for Board of Commissioner consideration and approval of an Inter-local Agreement between South Monmouth Sewerage Authority and the Borough of Spring Lake.

Outfall Project:

Mr. Ruppel reported the Outfall Project Design is 99% complete with the plans and specifications currently being reviewed by FEMA.

Co-Generation System Feasibility Study Update:

Mr. Ruppel reported that it was decided during the April 14, 2016 Board Meeting, the Authority would pursue the Co-Gen System Feasibility Study until a firm commitment can be made. He stated it will require an investment of \$20,000.00 to complete the project in order to evaluate whether the new system's actual return on investment will outweigh the cost to be invested.

2015 Authority Audit:

Mr. Ruppel reported the Authority's 2015 Audit is in progress. The Auditor has completed the on-site work and anticipates having an Exit Session within the next several weeks once the Management, Discussion & Analysis (MD&A) has been completed.

ADMINISTRATION

Personnel Items:

Mr. Ruppel reported that two resolutions have been placed on the Regular Meeting Agenda concerning the same individual, Mr. Thomas Strong. The first resolution is to approve Mr. Strong as a full-time permanent employee. He was hired as an Operator Journeyman and has received a favorable performance review and has met his 90 day probationary period. A condition of his hire was that he transfer his Delaware Operator License to a New Jersey License to which he has done. The second resolution for Board of Commissioner consideration and approval is promoting Mr. Strong from an Operator Journeyman to a Shift Operator.

BUSINESS:

- Resolution to Approve an Inter-local Agreement between the South Monmouth Regional Sewerage Authority and the Borough of Spring Lake for the Pitney Avenue Pumping Station.
- Resolution to Approve Mr. Thomas Strong as a Full-time Permanent Employee of the South Monmouth Regional Sewerage Authority.
- Resolution to Approve the Promotion of Mr. Thomas Strong from an Operator Journeyman to Shift Operator.

PUBLIC PORTION:

It was moved by Commissioner Dempsey 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 Farrell to close the public portion of the meeting. On voice vote, all voted aye.

ADJORNMENT:

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