

**SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY
MINUTES - CAUCUS MEETING – MARCH 9, 2017**

CALL TO ORDER:

The Caucus Meeting of the South Monmouth Regional Sewerage Authority was called to order at 7:00 p.m. on Thursday, March 9, 2017.

Moment of Silence and Salute:

Led by Chairman Mattia

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 21, 2017; and to the Asbury Park Press and the Coast Star on February 23, 2017. The minutes of this meeting will be available after Board approval at a subsequent meeting.

LEGAL COUNSEL

Mr. Bonello swore Commissioner Lynch as the re-appointed SMRSA Commissioner representing the Borough of Lake Como.

Roll Call:

Present:

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

Messrs. Bonello, Bujak, Ruppel and Mr. Krause, Authority Engineer.

Excused:

Commissioner Donovan

EXECUTIVE DIRECTOR'S REPORT:

SYSTEMS

Outfall Project

Mr. Ruppel reported the Outfall Project continues to be on schedule with the contractor on board and staff reviewing the shop drawings.

Cogeneration Resiliency Upgrades

Mr. Ruppel reported most of the design work has been completed. Staff has been working closely with the BPU and JCP&L for the authorizations of the interconnects necessary for the Cogeneration Upgrades. Staff is proactively working with them early in the process in order to avoid delays in the final connection as has happened in the past with other projects.

Enterro-Cocci Pilot Program:

Mr. Ruppel reported that the Pilot Program for the Enterro-Cocci is on hold until warmer weather prevails.

Belmar Pumping Station:

Mr. Ruppel reported the Belmar Pump Station Project has been closed-out with the exception of final payment which has been delayed due to a few administrative items. He believes that the Project close-out will be completed and ready for Board of Commissioner approval at the next Board Meeting. He stated this project agrees to the total NJEIT borrowing as it was the only pumping station that did not receive FEMA funds after Sandy. The Finance Committee met on March 8, 2017 to discuss this borrowing and members unanimously decided to postpone the long-term financing with the NJEIT-SAIL Program to the Fall in lieu of the possibility of receiving additional hazard mitigation funds from FEMA.

ADMINISTRATION

Project Financing Audit:

As staff was preparing for the current long-term financing and potential closing of the 2017 MCIA Bonds, the Authority received the Local Finance Board findings of the Refunded 2016 Borrowing. Mr. Ruppel reminded the Commissioners that the Local Finance Board was reviewing financing for any projects being funded by participating municipalities and Authorities in order to insure compliance with the LFB rules. A resolution acknowledging and certifying the findings of the Local Finance Board as it relates to the 2016 Borrowing has been placed on the Regular Meeting Agenda for Board of Commissioner review and approval.

Staffing:

Mr. Ruppel reported staff continues to work diligently to find qualified people to staff the Authority. This has resulted in three interviews for the Journeyman II position vacancy of which Mr. Ruppel extended an offer of employment to Mr. Joseph Gillette who accepted. Mr. Gillette currently resides in Howell, New Jersey and will earn a starting salary of \$24.35 per hour. A resolution has been placed on the Regular Meeting Agenda for Board of Commissioners ratification and approval of the actions taken by the Executive Director in the hiring Mr. Gillette for the Journeyman II vacant position.

Collective Bargaining Negotiations:

Mr. Ruppel reported a meeting has been scheduled with the Collective Bargaining Unit for March 10, 2017 and he is hopeful that negotiations will be finalized during this meeting.

Financial Disclosure Forms:

Mr. Ruppel reminded the Commissioners of their obligation to complete the State's Annual Financial Disclosure Forms. Mr. Bujak reported the forms will be available shortly and are the same forms used as last year.

AEA Spring Conference:

Mr. Ruppel stated the AEA Spring Utility Conference is scheduled for March 14 & 15, 2017. It is going to be a significant event, the attendees of the Professional Development Academy that were developed this time last year will be graduating. Mr. Tim Timbrook will be graduating as a full participant and Ms. Karen Oliver attended three of the tracks and will be recognized as

well. Commissioner Burne commented that the Commissioners should consider attending the conference as it would support the Authority specifically because the Authority's Executive Director, Mr. Ruppel is the President of AEA; and since then she has witnessed positive changes within the organization including new Authorities joining the membership and attributes this to Mr. Ruppel's excellence leadership.

BUSINESS:

- Resolution Acknowledging and Certifying the Findings of the Local Finance Board with respect to a Project Financing of the Authority (2016 MCIA Funding)
- Resolution Amending the SMRSA Sewer Use Rules and Regulations
- Resolution Ratifying the Actions of the Executive Director in hiring Mr. Joseph Gillette as Journeyman II.

PUBLIC PORTION:

It was moved by Commissioner Burne and seconded by Commissioner Lynch 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 Cory to close the public portion of the meeting. On voice vote, all voted aye.

ADJORNMENT:

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