

**SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY
MINUTES - CAUCUS MEETING – FEBRUARY 14, 2019**

CALL TO ORDER:

The Caucus Meeting of the South Monmouth Regional Sewerage Authority was called to order at 5:30 p.m. on Thursday, February 14, 2019.

Moment of Silence and Salute:

Led by Chairman Burne

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; and to Asbury Park Press and the Coast Star on February 12, 2018. The minutes of this meeting will be available after Board approval at a subsequent meeting.

CHAIRMAN

Chairman Burne acknowledged the 5-year re-appointment of Commissioner Cory for the Borough of Belmar and Commissioner Nicol for the Borough of Brielle.

EXECUTIVE DIRECTOR:

Mr. Krause swore Commissioner Cory as the SMRSA Commissioner representing the Borough of Belmar and Commissioner Nicol as the SMRSA Commissioner representing the Borough of Brielle. Mr. Krause congratulated both on their re-appointments.

Roll Call:

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

Messrs. Bujak, Krause, and Timbrook.

Excused:

Commissioners Mattia, Donovan, and Mr. Bonello

EXECUTIVE DIRECTOR'S REPORT:

Outfall Access Chamber Project:

Mr. Krause reported the Outfall Access Chamber is substantially complete with no change from previous reports. The contractor is waiting for the weather to warm in order to complete the backfill and plant seed.

SMRSA Pump Stations Upgrade Project:

Mr. Krause reported the 75% design documents have been received and staff has reviewed these documents and given their comments to the Consultant Engineer.

Force Main/Outfall Condition Assessment Plan:

Mr. Krause reported staff and the Consultant Engineer have had several meetings during the month and are currently identifying the high risks sections of the force main.

Co-Generation System Upgrades:

Mr. Krause reported that the new Co-Generation Engine is operational and the plant is back producing power.

M Street Property:

Mr. Krause reported Wall Township informed him that their soil investigation for the M Street Property results is clean which now leaves the administrative process necessary to transfer the property.

FINANCE AND ADMINISTRATION:

Sewer Extension Applications:

Mr. Krause stated two resolutions have been placed on the Regular Meeting Agenda for Board of Commissioners consideration and approval, the first is for a two-year extension to a previously approved sewer extension and TWA for a project located in Wall Township known as JSM at Wall LLC (Wall Corporate Suites). The second sewer extension is also located in Wall Township and is known as Allenwood Apartments who will also be applying for a TWA as well.

Collective Bargaining Negotiations:

Mr. Krause reported the next meeting is scheduled with representatives of the Union on February 20, 2019.

Customer Billing 2% Cap Law Update:

The Senate and the Assembly have recently passed a bill mainly for towns to create Stormwater Utilities (Rain Tax Bill) and is waiting to be signed by Governor Murphy. In this Bill, there is language that AEA was successful in getting into the Bill that would limit the 2% cap for regional authorities which reside in Essex and Union Counties which narrows it to North Hudson Sewerage Authority which is coming full circle since this Sewerage Authority created the Law, to begin with. Assuming Governor Murphy signs the Bill and it becomes Law it will not be applicable to the South Monmouth Regional Sewerage Authority.

Annual Reorganization:

Mr. Krause stated that during the Regular Open Public Meeting, the Authority will hold its 2019 Annual Reorganization Proceedings.

AEA Annual Spring Conference:

Mr. Bujak stated that the AEA will be holding its Spring Utility Conference on Tuesday and Wednesday, March 12th & 13th at Caesars in Atlantic City. Presentations include Energy, Overview of the Environmental Professional Development Academy, Human Resource and Stormwater discussions.

2017-2018 JIF Annual Report:

Mr. Bujak stated that he has received several copies of the 2017-2018 Annual Report for the Joint Insurance Fund and are available to anyone who would like one.

Staffing:

Mr. Bujak stated his position that the Authority's pay for performance model is proving to be a success. He stated over the past six months, the Authority has had five (5) employees that have earned certificates confirming the program SMRSA has in place is, in fact, working and the majority of its employees understand, acknowledge, and embrace what the Authority is trying to do. Mr. Bill Apuzzo received his S1 License; Mr. Keenan Morin received his C1 license; Mr. Joseph Grabowski received his S1 license; Mr. Frank Rockwell went from an S1 to S2 license and Mrs. Karen Oliver recently received her Qualified Purchasing Agent (QPA) designation.

BUSINESS:

- Reorganization
 - Appointment of 2019 Authority Officers
 - Appointment of 2019 Committee Assignments
 - Adoption of 2019-2020 Scheduled Meeting Dates
 - Adoption of Official 2019 Depositories
 - Adoption of Official 2019 Signatories
 - Adoption of Official 2019 Newspapers
 - Award Professional Service Contracts
 - Auditor
 - Bond Counsel
 - Legal Counsel
 - Labor Counsel
 - Special Counsel for NJPDES Matters
 - Financial/Continuing Disclosure Services
 - Risk Manager Consultant
 - Laboratories Services
 - I/T Services
 - Resolution to award Pre-qualified Engineering Services
 - Resolution re-appointing Bernard J. Bujak as the Authority's Public Assistance Compliance Officer (PACO)
 - Resolution re-appointing Bernard J. Bujak as Qualified Purchasing Agent for the Authority
 - Resolution re-authorizing Petty Cash Fund & Special Operations Account
 - Resolution to approve a two-year extension of approval for JSM at Wall, LLC for the project known as Wall Corporate Suites

- Resolution to Approve a Sewer Extension for Allenwood Apartments
- Approve January 10, 2019 Caucus & Regular Meeting Minutes as written
- Approve the 2019 Connection Fee Hearing Transcripts as transcribed.
- Resolution to Authorize the Transfer of Funds from the 2018 Revenue Fund to the Operating Fund for the explicit purpose of payment of all known calendar year 2018 listed bills
- Resolution to Authorize the Transfer of Funds from the 2019 Revenue Funds to the Operating and Payroll Funds for the explicit purpose of payment of all known calendar year 2019 listed bills
- Resolution to Authorize Payment of the Current Month's Construction Project Bills

PUBLIC PORTION:

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

ADJOURNMENT:

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