

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

CALL TO ORDER: The Caucus Meeting of the South Monmouth Regional Sewerage Authority was called to order at 6:00 p.m. on Thursday, March 14, 2019.

Moment of Silence and Salute: Led by Chairman Cory

Announcement: This meeting is called in accordance with the provisions of the Open Public Meetings Act in that an announcement of the same has been mailed to the Clerks of our member municipalities; and to the Asbury Park Press and the Coast Star on February 15, 2019. The minutes of this meeting will be available after Board approval at a subsequent meeting.

Roll Call: Commissioners Burne, Cory, Donovan, Farrell, Lynch, Mattia, and Nicol.

Messrs. Bonello, Bujak, Krause, and Timbrook.

Excused: Commissioner May

ATTORNEY’S REPORT:

Mr. Bonello reported during the month he reviewed several items with Mr. Krause of which will be covered in the Executive Director’s Report.

EXECUTIVE DIRECTOR’S REPORT:

Outfall Access Chamber Project:

Mr. Krause reported the Outfall Access Chamber Project is substantially complete with no change from previous reports.

SMRSA Pump Stations Upgrade Project:

Mr. Krause reported the Pump Station Upgrade Project’s design is 90% complete and will be coordinating an Engineering Meeting in the near future to review with the Committee. A resolution has been placed on the Regular Meeting Agenda for Board of Commissioners consideration and approval to authorize the solicitation of bids for the Pump Stations Upgrade Project.

Force Main/Outfall Condition Assessment Plan:

Mr. Krause reported staff and the Consultant Engineers, CDM Smith, Inc. continue to identify the high risk sections of the force main and are also evaluating different technologies for the assessment phase of the project.

Co-Generation System Upgrades:

Mr. Krause reported the new Co-Generation Engine is onsite and operational.

M Street Property:

Mr. Krause reported he has been in contact with Wall Township's Attorney regarding the transfer of the M Street Property to Wall Township. In order to proceed with the transfer, there needs to be some type of exchange of services. He stated that he is working with Wall Township on the possibility of using their Street Sweep services to remove the sand placed in the Authority's parking lots during the winter months.

Commissioner's Portal & Pictures

Mr. Krause distributed a booklet that consisted of pictures of all current SMRSA Employees. He stated that a Commissioner Portal has been established for each Commissioner to access these same pictures. In addition, information will be periodically added to this portal, for example, the Commissioner's Manual and other related information as requested. Instructions have been provided for accessing this portal. Coinciding with this portal, an Employee Portal has also been developed to share information with SMRSA employees, such as the Employee Handbook, Job Postings, etc.

ADMINISTRATION:

Backhoe Loader Purchase:

Mr. Krause stated a resolution has been placed on the Regular Meeting Agenda for Board of Commissioners consideration and approval to purchase a John Deere backhoe loader through the Sourcewell Cooperative Purchasing Program. The purchase was discussed by the Finance Committee as recently as November 2018 and that all proper public notifications have been satisfied. By purchasing this backhoe through this program, the Authority will realize a 44% cost savings off its list price.

Collective Bargaining Negotiations:

Mr. Krause reported SMRSA Management and the Collective Bargaining Unit are currently at an impasse. The Authority has received a letter from the Public Employees Relations Commission advising that the Union has filed an impasse notification with the State. The letter was forwarded to the Authority's Labor Counsel for review and advisement.

Customer Billing 2% Cap Law Update:

Mr. Krause reported the Rain Tax Bill (Stormwater) is still waiting to be signed by Governor Murphy. Within this Bill, there is language that AEA has been successful incorporating which will eliminate the 2% cap for regional authorities (SMRSA included) residing outside of Essex and Hudson Counties.

Financial Disclosure Forms:

Mr. Bujak reported that Annual Financial Disclosure Forms will be available in April and expects a Local Financial Notice to be distributed prior to the next SMRSA Board Meeting. It is his intention

to send instructions for the disclosures to all required positions via email and will be available to assist any Commissioner who might need assistance.

BUSINESS:

- Resolution to Authorize the Transfer of Funds from the 2018 Revenue Funds 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
- Approve February 14, 2019 Caucus & Regular Meeting Minutes as written
- Resolution to Authorize the Purchase of one John Deere Backhoe Loader through the Sourcewell Cooperative Purchasing Program
- Resolution to Authorize the Solicitation of Bids for the SMRSA Pump Station Upgrade Project

PUBLIC PORTION:

A motion was made by Commissioner Mattia 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 Mattia and seconded by Commissioner May to close the public portion of the meeting. On voice vote, all voted aye.

ADJOURNMENT:

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