

**SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY
MINUTES - REGULAR MEETING – FEBRUARY 10, 2011**

CALL TO ORDER:

The Regular Meeting of the South Monmouth Regional Sewerage Authority was called to order at 7:41 p.m. on Thursday, February 10, 2011.

Announcement:

This meeting was called in accordance with the provisions of the Open Public Meetings Act, and that an announcement of the same was mailed to the Asbury Park Press and the Coast Star; and to the Clerks of our member municipalities on February 12, 2010. The minutes of this meeting will be available after Board approval at a subsequent meeting.

Roll Call:

Present:

Commissioners Blasi, Burne, Cory, Farrell, Lynch, Mattia, Nicol and Schmeling.

Mr. Bonello, Mr. Bujak, Mrs. Brophy, and Mr. Ruppel.

REORGANIZATION:

Chairwoman Burne asked the Nominating Committee for their report.

Commissioner Nicol provided the Nominating Committee's Report and offered the following nominations for the SMRSA 2011 Officers:

Chairman	E. Gene Cory
Vice Chairman	Robert R. Blasi
Secretary	Kevin Lynch
Treasurer	Ken Farrell
Assistant Secretary	Michael J. Ruppel

Chairwoman Burne asked if there were any nominations from the Board or from the floor. Hearing none, Commissioner Farrell motioned to close the nominations. Commissioner Mattia seconded the motion.

Roll Call

In the Affirmative:

Commissioners Blasi, Burne, Cory, Farrell, Lynch, Mattia, Nicol and Schmeling.

RESOLUTION #11-11

Commissioner Lynch made the motion to appoint Commissioner Cory as Chairman; Commissioner Blasi as Vice Chairman; Commissioner Lynch as Secretary; Commissioner Farrell as Treasurer; and Executive Director, Michael Ruppel as Assistant Secretary. Commissioner Mattia seconded the motion.

Roll Call

In the Affirmative:

Commissioners Blasi, Burne, Cory, Farrell, Lynch, Mattia, Nicol and Schmeling.

CHAIRMAN

Commissioner Cory assumed his new position as Chairman and presented former Chairwoman Burne with a plaque acknowledging her services as Chairwoman. Former Chairwoman Burne thanked the Board, Executive Director Ruppel and SMRSA staff for their support during the past year.

Chairman Cory thanked former Chairwoman Burne for not only her leadership the past year but also her nine years serving the Authority as a Commissioner.

Chairman Cory then appointed the 2011 SMRSA Committee Assignments as follows:

Engineering Committee

Robert R. Blasi – Chairman
Michael Mattia
Mary L. Burne
Thomas B. Nicol
*Kevin Lynch

Human Resources Committee

Michael Mattia – Chairman
Mary L. Burne
E. Gene Cory
Robert R. Blasi
*Ken Farrell

Finance Committee

Thomas B. Nicol – Chairman
William E. Schmeling
Kevin Lynch
Ken Farrell
*Robert R. Blasi

Legal/Administrative Committee

Kevin Lynch – Chairman
E. Gene Cory
Ken Farrell
William E. Schmeling
*Michael Mattia

*Alternate

1. RESOLUTION #12-11

Commissioner Nicol made the motion that,

BE IT RESOLVED, that the following South Monmouth Regional Sewerage Authority Caucus and Regular Meeting dates have been approved for 2011/2012 calendar years. Commissioner Mattia seconded the motion.

Thursday, March 10, 2011
Thursday, April 14, 2011
Thursday, May 12, 2011
Thursday, June 9, 2011
Thursday, July 14, 2011
Thursday, August 11, 2011
Thursday, September 8, 2011
Thursday, October 13, 2011
Thursday, November 10, 2011
Thursday, December 8, 2011
Tuesday, January 3, 2012
Thursday, February 9, 2012

Roll Call

In the Affirmative:

Commissioners Blasi, Burne, Cory, Farrell, Lynch, Mattia, Nicol and Schmeling.

2. RESOLUTION #13-11

Commissioner Farrell made the motion that,

BE IT RESOLVED, that the financial institutions listed below be and are hereby designated as the Authority's Official Depositories for the period of February 10, 2011 through February 9, 2012:

Depositories

Bank of America
Capital One Bank
Crown Bank
Manasquan Savings Bank
New Jersey Cash Management Fund
Ocean First Bank
Provident Bank
Sovereign/Santander Bank
Sun National Bank
TD Bank
Two Rivers Community Bank
US Bank
Wachovia/Wells Fargo Bank

BE IT FURTHER RESOLVED, that the Authority's Finance and Administration Manager and/or Executive Director have the authority and empowerment to communicate with the aforementioned Official Depositories to conduct wire transfers of funds between such institutions for the purpose of cash management and maximizing interest income based upon short-term financial needs of the Authority. Commissioner Burne seconded the motion.

Roll Call

In the Affirmative:

Commissioners Blasi, Burne, Cory, Farrell, Lynch, Mattia, Nicol and Schmeling.

3. RESOLUTION #14-11

Commissioner Schmeling made the motion that,

BE IT RESOLVED, that the Authority's Officers and the Finance and Administration Manager are named as the Authority's Official Signatories for the period of February 10, 2011 through February 9, 2012.

BE IT FURTHER RESOLVED, that the Authority's Officers and the Finance and Administration Manager named as Signatories for the following Authority's Financial Accounts.

With respect to the *OPERATING* Account, any three (3) of the following Authority Officers with a minimum of one (1) live signature: Chairman, Vice-Chairman, Secretary, Treasurer, and Assistant Secretary as signatories.

With respect to the *PAYROLL* Account, any one (1) of the following Authority Officers or Staff Members live signature: Chairman, Vice-Chairman, Secretary, Treasurer, Assistant Secretary and Finance and Administration Manager as signatories.

With respect to the *SPECIAL OPERATING* Account, any one (1) of the following Authority Officers or Staff Members live signature: Chairman, Vice-Chairman, Secretary, Treasurer, Assistant Secretary and Finance and Administration Manager as signatories.

NOW THEREFORE BE IT RESOLVED, that the afore-referenced officers and staff members be and are hereby authorized as outlined above to sign, make, draw, accept or endorse on behalf, or in the name of this Authority, any and all checks, notes, drafts, bills of exchange, acceptances, orders or other instruments for the payment of money or the withdrawal of funds base on the financial needs of the Authority. Commissioner Mattia seconded the motion.

Roll Call

In the Affirmative:

Commissioners Blasi, Burne, Cory, Farrell, Lynch, Mattia, Nicol and Schmeling.

4. RESOLUTION #15-11

Commissioner Mattia made the motion that,

BE IT RESOLVED, that the following newspapers be and are hereby designated as the Authority's Official Newspapers for the period of February 10, 2011 through February 9, 2012:

The Asbury Park Press
The Coast Star
The Star Ledger

Commissioner Burne seconded the motion.

Roll Call

In the Affirmative:

Commissioners Blasi, Burne, Cory, Farrell, Lynch, Mattia, Nicol and Schmeling.

5. RESOLUTION #16-11

Commissioner Lynch made the motion to approve the appointment of Manna & Bonello based on the proposal dated November 30, 2010, as consulting Attorney for the period of

February 10, 2011 through February 9, 2012. Commissioner Burne seconded the motion.

Roll Call

In the Affirmative:

Commissioners Blasi, Burne, Cory, Farrell, Lynch, Mattia, Nicol and Schmeling.

6. RESOLUTION #17-11

Commissioner Burne made the motion to approve the appointment of Ferraioli, Wielkotz, Cerullo and Cuva, P. A. based on their proposal dated October 21, 2010, as Auditor for the Authority for the period of February 10, 2011 through February 9, 2012 wherein they will conduct the FY10 Audit. Commissioner Mattia seconded the motion.

Roll Call

In the Affirmative:

Commissioners Blasi, Burne, Cory, Farrell, Lynch, Mattia, Nicol and Schmeling.

7. RESOLUTION #18-11

Commissioner Blasi made the motion to approve the appointment of Dilworth Paxson L.L.P based on their proposal dated November 22, 2010 as Bond Counsel for the Authority for the period of February 10, 2011 through February 9, 2012. Commissioner Nicol seconded the motion.

Roll Call

In the Affirmative:

Commissioners Blasi, Burne, Cory, Farrell, Lynch, Mattia, Nicol and Schmeling.

8. RESOLUTION #19-11

Commissioner Nicol made the motion to approve the appointment of Coastal Solutions, Inc. based on their proposal dated November 30, 2010 to provide Information Technology and Computer Services for the period of February 10, 2011 through February 9, 2012. Commissioner Schmeling seconded the motion.

Roll Call

In the Affirmative:

Commissioners Blasi, Burne, Cory, Farrell, Lynch, Mattia, Nicol and Schmeling.

9. RESOLUTION #20-11

Commissioner Farrell made the motion to approve the appointment of QC Laboratories based on their proposal dated November 30, 2010 to provide Water Quality Based Laboratory Testing Services for the Authority for the period of February 10, 2011 through February 9, 2012. Commissioner Mattia seconded the motion.

Roll Call

In the Affirmative:

Commissioners Blasi, Burne, Cory, Farrell, Lynch, Mattia, Nicol and Schmeling.

10. RESOLUTION #21-11

Commissioner Schmeling made the motion to approve the appointment of Air Nova, Inc. based on their proposal dated December 2, 2010 to provide Air Quality Based Laboratory Testing Services for the Authority for the period of February 10, 2011 through February 9, 2012. Commissioner Lynch seconded the motion.

Roll Call

In the Affirmative:

Commissioners Blasi, Burne, Cory, Farrell, Lynch, Mattia, Nicol and Schmeling.

11. RESOLUTION #22-11

Commissioner Mattia made the motion to approve the appointment of Essex Service Corporation based on their proposal dated November 3, 2010 for Metering Specialty and Maintenance Services for the Authority for the period of February 10, 2011 through February 9, 2012. Commissioner Burne seconded the motion.

Roll Call

In the Affirmative:

Commissioners Blasi, Burne, Cory, Farrell, Lynch, Mattia, Nicol and Schmeling.

12. RESOLUTION #23-11

Commissioner Lynch made the motion to appoint Mr. Charles Casagrande of the Danskin Agency as the Authority's Risk Management Consultant for the period of February 10, 2011 through February 9, 2012 in accordance with the NJUAJIF Fund's bylaws at a fee rate of 6% of the Authority's assessment payable from its premium. Commissioner Burne seconded the motion.

Roll Call

In the Affirmative:

Commissioners Blasi, Burne, Cory, Farrell, Lynch, Mattia, Nicol and Schmeling.

TREASURER'S REPORT:

1. RESOLUTION #24-11

Commissioner Farrell made the motion that,

BE IT RESOLVED, by the South Monmouth Regional Sewerage Authority that Revenue Fund Requisition #14-10 in the total amount of \$100,081.82 is hereby approved for transfer as follows:

1. That \$100,081.82 is transferred from the Revenue Fund to the Operating Fund in satisfaction of all approved bills attached hereto and made a part thereof as of this date.

BE IT FURTHER RESOLVED, that bills listed in the aforesaid Revenue Fund Requisition is hereby approved for payment.

Commissioner Mattia seconded the motion.

Roll Call

In the Affirmative:

Commissioners Blasi, Burne, Cory, Farrell, Lynch, Mattia, Nicol and Schmeling.

2. RESOLUTION #25-11

Commissioner Farrell made the motion that,

BE IT RESOLVED, by the South Monmouth Regional Sewerage Authority that Revenue Fund Requisition #02-11 in the total amount of \$324,154.33 is hereby approved for transfer as follows:

1. That \$164,044.75 is transferred from the Revenue Fund to the Operating Fund in satisfaction of all approved bills attached hereto and made a part thereof as of this date.
2. That \$160,109.58 is transferred from the Revenue Fund to the Payroll Fund to reimburse the Authority for the prior month's gross payroll and employer payroll taxes.

BE IT FURTHER RESOLVED, that bills listed in the aforesaid Revenue Fund Requisition is hereby approved for payment.

Commissioner Mattia seconded the motion.

Roll Call

In the Affirmative:

Commissioners Blasi, Burne, Cory, Farrell, Lynch, Mattia, Nicol and Schmeling.

3. RESOLUTION #26-11

Commissioner Farrell made the motion that,

BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that Construction Project Fund Requisition CPF #75-11 in the total amount of \$238,710.69 is hereby approved for payment from the Construction Project Fund. This requisition covers payments for:

Allied Construction Inc. 330 Milltown Road; Suite C21 East Brunswick, NJ 08816	Reconstruction of the Sea Girt PS Resolution #59-10 Pay Estimate # 4 \$ 217,422.94
C.M.E. Associates 3141 Bordentown Avenue Parlin, New Jersey 08859 Attn: Amy Terhune	Rehab Sea Girt PS Resolution #58-10 Invoice # 0118175 \$ 11,536.00

C.M.E. Associates
3141 Bordentown Avenue
Parlin, New Jersey 08859
Attn: Amy Terhune

Rehab Sea Girt PS
Resolution #58-10
Invoice # 0117609 \$ 9,751.75

TOTAL \$ 238,710.69

BE IT FURTHER RESOLVED that bills listed in the aforesaid Construction Project Fund Requisition are approved for payment from the Construction Project Fund.

Commissioner Mattia seconded the motion.

Roll Call

In the Affirmative:

Commissioners Blasi, Burne, Cory, Farrell, Lynch, Mattia, Nicol and Schmeling.

BUSINESS:

1. MEETING MINUTES

Commissioner Burne made the motion to approve the January 4, 2011 Sewer Use Rate and Connection Fee Rate Hearings as transcribed. Commissioner Mattia seconded the motion. On voice vote, all Commissioners voted aye with the exception of Commissioner Schmeling who abstained.

2. MEETING MINUTES

Commissioner Blasi made the motion to approve the January 4, 2011 SMRSA Caucus & Regular Meeting Minutes as written. Commissioner Mattia seconded the motion. On voice vote, all Commissioners voted aye with the exception of Commissioner Schmeling who abstained.

3. RESOLUTION #27-11

Commissioner Nicol made the motion to amend the SMRSA Sewer Extension Application Review Fee, effective immediately. Commissioner Mattia seconded the motion.

Roll Call

In the Affirmative:

Commissioners Blasi, Burne, Cory, Farrell, Lynch, Mattia, Nicol and Schmeling.

4. RESOLUTION #28-11

Commissioner Farrell made the motion to appoint Bernard Bujak as Qualified Purchasing Agent (QPA) for the South Monmouth Regional Sewerage Authority. Commissioner Burne seconded the motion.

Commissioner Cory congratulated Mr. Bujak on receiving his certification as a Qualified Purchasing Agent and also thanked him on behalf of all the Commissioners for his hard work and dedication to the Authority.

Roll Call

In the Affirmative:

Commissioners Blasi, Burne, Cory, Farrell, Lynch, Mattia, Nicol and Schmeling.

5. RESOLUTION #29-11

Commissioner Schmeling made the motion to amend the established Purchasing Limitations as set forth under the New Jersey Public Contract Law. Commissioner Mattia seconded the motion.

Roll Call

In the Affirmative:

Commissioners Blasi, Burne, Cory, Farrell, Lynch, Mattia, Nicol and Schmeling.

6. RESOLUTION #30-11

Commissioner Mattia made the motion to adopt the 2011 Cash Management Plan for the South Monmouth Regional Sewerage Authority. Commissioner Burne seconded the motion.

Roll Call

In the Affirmative:

Commissioners Blasi, Burne, Cory, Farrell, Lynch, Mattia, Nicol and Schmeling.

7. RESOLUTION #31-11

Commissioner Lynch made the motion to acknowledge Raymond Horner for exemplary performance and dedication to duty. Commissioner Schmeling seconded the motion.

Roll Call

In the Affirmative:

Commissioners Blasi, Burne, Cory, Farrell, Lynch, Mattia, Nicol and Schmeling.

8. RESOLUTION #32-11

Commissioner Burne made the motion to acknowledge Timothy Timbrook for exemplary performance and dedication to duty. Commissioner Mattia seconded the motion.

Roll Call

In the Affirmative:

Commissioners Blasi, Burne, Cory, Farrell, Lynch, Mattia, Nicol and Schmeling.

COMMISSIONER'S COMMENTS:

Commissioner Burne thanked Executive Director Ruppel for his leadership and experience in managing the Sewerage Authority. The past year has brought many severe weather conditions to the region in the form of rain and snow. He continually demonstrates his leadership skills in minimizing the possible repercussions that could have been experienced during these storms. His experience and knowledge of running a Sewerage Authority has been invaluable to all Commissioners. The Authority had the opportunity to learn from him as he is always willing to share his knowledge. For example, Co-generation Facility wherein both electrical and thermal energies are being produced from methane gases that are then generated on-site in the anaerobic digestion facilities to reduce overall cost of the operations of the Authority.

Commissioner Mattia added that the most valuable skill Mr. Ruppel brings to the Authority is his forward thinking. He stated that our Authority always seems to be one-step ahead of all the other Authorities. The SMRSA never has to scramble to recover from unforeseen circumstances; we are

always ahead of pending storms. The bi-pass systems recently put in place have been very successful in minimizing flooding during these storms. Because of his “thinking out of the box”, the Authority has been acknowledged as one of the most forwarding looking Authorities by the industry.

PUBLIC PORTION:

It was moved by Commissioner Mattia and seconded by Commissioner Schmeling to open the public portion of the meeting. All Commissioners voted Aye. As there was no public present, a motion was made by Commissioner Lynch and seconded by Commissioner Burne to close the public portion of the meeting. All Commissioners voted Aye.

ADJORNMENT:

Commissioner Mattia made the motion to adjourn the Regular Meeting. Commissioner Nicol seconded the motion. On voice vote, all Commissioners voted Aye. The time was 8:04 p.m.



Michael J. Ruppel, Executive Director

March 10, 2011
Date