

**SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY  
MINUTES - CAUCUS MEETING – JUNE 11, 2020**

**CALL TO ORDER:**

The Caucus Meeting of the South Monmouth Regional Sewerage Authority was called to order at 3:00 p.m. on Thursday, June 11, 2020.

**Moment of Silence and Salute:**

Waived

**Announcement:**

This meeting was called in accordance with the provisions of the Open Public Meetings Act as well as guidance from the New Jersey Department of Community Affairs; Division of Local Government Services in that an announcement of the same appeared on the Authority's website, in the Asbury Park Press, the Coast Star and emailed to the Clerks of our member municipalities on June 4, 2020. The minutes of this meeting will be available after Board approval at a subsequent meeting.

**Roll Call:**

**Present:**

Commissioners Cory, Donovan, Farrell, Lynch, Mattia, May, and Nicol.

Messrs. Bonello, Bujak, Krause, and Timbrook.

**Excused:**

Commissioner Burne

**ATTORNEY'S REPORT:**

Mr. Bonello reported he reviewed the Meeting Agenda with Messrs. Krause and Bujak and with the current environment (COVID-19) there is nothing pending to report and has nothing to add to what is included in the Executive Director report.

**EXECUTIVE DIRECTOR'S REPORT:**

**SYSTEM**

**Outfall Condition Assessment:**

Mr. Krause reported that he continues to negotiate with the consulting engineering firm in regards to scope and cost of the project. He stated his intention of convening an Engineering Committee meeting prior to the July Open Public Board meeting for the purpose of reviewing the details of the final proposal. He further indicated that if approved by the Committee, he would be seeking Board authorization to proceed with the project.

**Pump Station Upgrade Project:**

Mr. Krause reported the Wreck Pond Pump Station Upgrade Project is now complete while work continues at Wall North with ongoing demolition and preparing the wet well for coating.

Mott MacDonald continues to work on revising plans for Brielle and Glimmer Glass Pump Stations. He further stated once complete, he will apply for potential funding from the New Jersey Infrastructure Bank (NJIB); f/k/a The New Jersey Environmental Infrastructure Trust (NJEIT).

## **PLANT**

### **Cogen Resiliency Upgrades:**

Mr. Krause reported progress over the past month in that the two small engines are now operational. Previously mentioned warranty repairs have been delayed by the current COVID-19 situation.

### **Adjacent Property (South M Street):**

Mr. Krause stated that this matter is now complete in that the deed and all related paperwork has been signed and delivered to Wall Township for recording and filing.

## **FINANCE & ADMINISTRATION**

### **SEC Reporting Requirements:**

Mr. Bujak informed the Board that he is currently working the Authority's Financial Advisor, NW Financial in gathering necessary statistical information regarding population, tax rates, property values etc. from four of the Authority's larger Borough's as required under its Bond Covenant(s). The task is about 75% finished and once complete will be uploaded, along with the Authority's 2109 Audit to the Electronic Municipal Market Access (EMMA) portal of the Municipal Securities Rulemaking Board (MSRB) website.

### **Vacant Office Coordinator Position:**

Mr. Krause informed the Board that the vacant position has been advertised in the local newspaper, the Authority website, and various job boards. In response, the Authority has received several resumes and applications. He stated that interviews will soon be scheduled with prospective candidates.

### **COVID-19:**

Mr. Krause reported the Authority continues to operate business as usual with no related illnesses or issues to report. He further stated that primarily all staff are back to work in a full-time capacity. For continued safety reasons, the Administration building remains closed to visitors and non-essential vendors, however will soon be considering opening to the general public.

## **BUSINESS:**

- Resolution Authorizing the Transfer of Funds from the Revenue Account to the 2020 Operating/Payroll Accounts
- Resolution Authorizing Payment of the Current Month's Construction Project Bills
- Resolution Approving the May 14, 2020 Caucus & Regular Meeting Minutes as written

**COMMISSIONER COMMENTS:**

In light of the current health situation, the Commissioners discussed meeting platform options for the summer months, taking into account the health and welfare of Board members, staff and the general public. After discussion, the Commissioners unanimously agreed to continue meeting telephonically beginning at 3:00PM for the duration of the summer (July and August). The topic will again be addressed during the August Board of Commissioner meeting.

**PUBLIC PORTION:**

It was moved by Commissioner May and seconded by Commissioner Mattia to open the public portion of the meeting. On voice vote, all voted aye.

Commissioner May asked if there was any member of the public listening, and if so for the record please state your name, address, and nature of comments. Staff confirmed no electronic public comments had been received. Hearing no public participating, Commissioner May made the motion to close the public portion of the meeting; Commissioner Donovan seconded. On voice vote, all voted aye.

**ADJOURNMENT:**

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