

**SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY  
MINUTES - CAUCUS MEETING – JUNE 10, 2021**

**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 10, 2021.

**Moment of Silence and Salute:**

Led by Chairman Lynch

**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 Thursday, February 18, 2021. The minutes of this meeting will be available after Board approval at a subsequent meeting.

**CHAIRMAN:**

Chairman Lynch acknowledged the appointment of Ralph Addonizio representing Wall Township to fulfill an unexpired term concluding January 31, 2025.

Mr. Bonello administered the Oath of Office to Mr. Addonizio as the SMRSA Commissioner representing Wall Township and congratulated him on his appointment.

**Roll Call:**

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

Messrs. Bonello, Bujak, Krause and Timbrook

**Excused:**

Commissioner Mattia

**ATTORNEY'S REPORT:**

Mr. Bonello reported during the month he worked with Mr. Krause and Mr. Bujak on several issues; which will be discussed in the Executive Director's Report. He stated that in person SMRSA Meetings could begin next month due to the lifting of COVID Restrictions.

## **EXECUTIVE DIRECTOR'S REPORT:**

### **SYSTEM**

#### **Force Main/Outfall Condition Assessment (CA):**

Mr. Krause reported that the Authority should be receiving the final report from CDM Smith and Pure within the next month. The Engineering Committee will be meeting in the near future to discuss the matter.

### **PLANT**

#### **Asset Management Plan:**

Mr. Krause reported that the SMRSA Staff is currently conducting an inventory of the Authority's assets. Staff has identified and given probability of failure and consequences of failure ratings to over 1250 assets. They will continue to go through and identify all the assets and running failure scenarios. The Authority has completed approximately 80% of the Pump Station and Treatment Plant (vertical assets) assets and 30% of the Force Main Condition and Outfall Assessment (horizontal assets) assets.

#### **Cogen Resiliency Upgrades:**

Mr. Krause reported that all three (3) engines are capable of running, however repairs are still needed for the 315 Engine. The gas conditioning skid is currently down for repairs.

#### **Headworks:**

Mr. Krause reported that the Headworks will need the Grit Chamber Concrete repaired and will be putting the work out for bid. The Authority is also considering an upgrade to the Odor Control System. It will put out a Request of Proposal (RFP) for Odor/H<sub>2</sub>s Scrubber Evaluation and to review three (3) newer technologies. The Authority has met with the Wall Township Sewer Department and their Consulting Engineer about H<sub>2</sub>s coming from the Wall Township Sewer System and talked about alternate effective ways to do pre-treatments of the waste water. Mr. Krause has also met with other towns serviced by SMRSA about the H<sub>2</sub>s coming from their systems. Due to the pending DEP proposed regulations to add H<sub>2</sub>s to the hazards air pollutants, it is becoming more critical that the Authority understands where the H<sub>2</sub>s is coming from and pre-treat where necessary.

#### **Digester Feedstock:**

Mr. Krause reported that SMRSA met with Waste Management who has assumed operations of the Monmouth County Landfill. Waste Management has a food waste processing facility in Elizabeth New Jersey. Starting in September 2021 regulations will require some businesses to have their food waste processed. Waste Management will treat the waste and turn it into a slurry and are looking to partner with waste water treatment plants that have Anaerobic Digesters. The

slurry will increase the methane gas output from the digester in return enabling the Authority to create more electricity for the plant. The Authority is going to enter into a pilot program with Waste Management to analyze how much more methane gas will be produced with the introduction of the slurry into the digester.

## **FINANCE & ADMINISTRATION**

### **COVID-19:**

Mr. Krause reported that there were no new cases reported at the Authority. Staff members continue to receive the vaccines. The Mask Mandate was also lifted so any SMRSA Employee who has been fully vaccinated will not have to wear a mask. With COVID restrictions been lifted he suggested that Commissioners discuss future meeting platforms.

### **HR Subcommittee:**

Mr. Krause reported that the Human Resources Committee recently met to discuss:

- 1) A qualified candidate for one of the open Maintenance Mechanic positions. The Authority is considering meeting a second time with the applicant.
- 2) Continued succession planning for the Authority.
- 3) The Municipal Excess Liability (MEL) Personnel Policies and Procedures Manual template. The revisions include legalized cannabis and its effects on the drug free workplace policy and a Sick Time Donation Policy allowing employees to donate their sick time to an employee bank. It is anticipated that the Board will formally approve the Personnel Policy and Procedure Manual prior to the October 31, 2021.

### **2020 Audit:**

Mr. Bujak reported that the field work for the audit is complete and that the Auditor is working on a draft of the audit. The Authority received a Local Finance Notice (LFN) granting calendar year Authorities a three (3) month filing extension (from June 30, 2021 to September 30, 2021). The Authority is still awaiting the release of the Division of Pensions and Benefits GASB #68 (Accounting for Pensions) and #75 (Accounting for Post-Employment Benefits other than Pension) liability figures.

### **Development Applications:**

Mr. Krause reported a Resolution has been placed on the Regular Meeting Agenda for Board of Commissioners Consideration and Approval for a Sewer Extension Application for the project know as 619 Rankin Road located in the Borough of Brielle. This requires a permit from the DEP and the Authority will need to sign off on the permit.

**BUSINESS:**

- Approve the May 13, 2021 Caucus & Regular Meeting Minutes as written
- Resolution to Authorize the Transfer of Funds from the Revenue Account to the 2021 Operating and Payroll Accounts
- Resolution to Approve the Sewer Extension Application for 619 Rankin Road, LLC located in the Borough of Brielle

**COMMISSIONER'S  
COMMENTS:**

Chairman Lynch opened a discussion about returning to 6:00 p.m. in person meetings. Commissioner Nicol commented that the Borough of Brielle is continuing its virtual meeting format until September 2021. The Commissioners held a voice vote to return to the 6:00 p.m. in person meeting format beginning with the regularly scheduled July open public meeting to which all voted aye.

**PUBLIC PORTION:**

Commissioner Lynch made a motion to open the public portion of the meeting.

Commissioner Donovan seconded the motion. On voice vote, all voted aye.

*If there is any member of the public listening, for the record please state your name, address and nature of the comment(s)*

*Staff verified there was no receipt of any Public Electronic Communication*

Commissioner Lynch made a motion close the public portion of the meeting.

Commissioner Farrell seconded the motion. On voice vote, all voted aye.

**ADJOURNMENT:**

Commissioner Lynch made a motion to adjourn the Caucus Meeting.

Commissioner Donovan seconded the motion. On voice vote, all voted aye.