

**SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY
MINUTES - CAUCUS MEETING – MAY 13, 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, May 13, 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.

Roll Call:

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

Mr. Bonello, Mr. Bujak, Mr. Krause.

Excused:

Mr. Timbrook

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.

EXECUTIVE DIRECTOR'S REPORT:

SYSTEM

Force Main/Outfall Condition Assessment (CA):

Mr. Krause reported that a resolution has been placed on the Regular Open Public Meeting Agenda to end the State of Emergency for the Brielle 12" DIP Force Main Line Emergency Repair Work as it has been successfully completed. The Authority is still waiting on the final results of the Glimmer Glass Section of the Force Main. The Borough of Manasquan is replacing the culvert crossing during which the Authority is considering inspecting the pipe.

Contract Award – PSI Process:

On April 8, 2021, the Board of Commissioners unanimously approved Resolution #33-21 authorizing a fair and open solicitation for Pump Station/Meter Chamber Control Panels. Received Bids were read aloud on May 6th with the lowest responsive responsible Bid submitted by PSI Process of Middlesex, New Jersey. A resolution has been placed on the Regular Open Public Meeting Agenda awarding a contract to PSI Process of Middlesex, New Jersey for the purchase five (5) Pump Station/Meter Chamber Control Panels in the amount of \$98,502.00.

PLANT

Flows:

Mr. Krause reported that flows were lower due to the dry weather over the last month.

Odor and Noise Complaints:

Mr. Krause reported that the Authority received a few odor complaints. The Authority made adjustments to combat the problem. There was also a noise complaint due to an aerator. Staff has taken immediate measures to correct the issues.

FINANCE & ADMINISTRATION

COVID-19:

Mr. Krause reported that there were no new cases reported at the Authority. Staff members continue to receive the vaccines. For continued safety reasons, the Administration building remains closed to visitors and non-essential vendors, however, those allowed to enter the building are screened using a written and signed questionnaire form.

Personnel:

Mr. Krause reported that two (2) resolutions have been placed on the Regular Open Public Meeting Agenda. The first is approving Ryan Schulz as a full-time permanent employee and the second is accepting the resignation of Employee #31160. Interviews for vacant positions are ongoing.

Mr. Krause reported that the Authority's current Collective Bargaining Agreement will expire at the end of the year. The Human Resources Committee will be meeting in the future to discuss the matter.

2020 Audit:

Mr. Bujak reported that Mr. Cuva has been meeting with the Authority and that the field work for the audit is complete. He stated that issuance of the Authority Audit may be delayed due to a delay by the Division of Pensions and Benefits in releasing GASB # 68 (Accounting for Pensions) and #75 (Accounting for Post-Employment Benefits other than Pension) liability figures.

2021 Financial Disclosure Statements:

Mr. Bujak asked that any Commissioners who have not completed their Financial Disclosure to please do so.

MISCELLANEOUS

Certificate of Appreciation from Lake Como:

Mr. Krause reported Chairman Lynch accepted via Zoom a Certificate of Appreciation from Lake Como Environmental Committee recognizing SMRSA's efforts to improve the environment and wild life habitat at the Lake Como Pump Station. Chairman Lynch advised that the trees planted by the Authority are growing nicely and the landscaping is well manicured.

Belmar Finance Committee:

Mr. Krause reported that he along with Commissioner Cory met with the Belmar Finance Committee to discuss matters associated with regards to the Borough's sewer and water utilities.

BUSINESS:

- Resolution to Authorize the Transfer of Funds from the Revenue Account to the 2021 Operating and Payroll Accounts
- Approve the April 8, 2021 Caucus & Regular Meeting Minutes as written
- Resolution Ending the State of Emergency Regarding a Severely Corroded Force Main Affecting the Ability to Provide Service to the Members of the Authority
- Resolution to Award the Pump Station/Meter Chamber Control Panels Contract
- Resolution to Approve Ryan Schulz as a Full-time Permanent Employee
- Resolution Accepting the Resignation of Employee Number 31160

**COMMISSIONER'S
COMMENTS:**

PUBLIC PORTION:

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

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

ADJOURNMENT:

Commissioner Lynch made a motion to adjourn the Caucus Meeting.

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