

**SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY
CAUCUS MEETING MINUTES– APRIL 9, 2025**

CALL TO ORDER:

The Caucus Meeting of the South Monmouth Regional Sewerage Authority was called to order at 5:30 p.m. on Wednesday, April 9, 2025.

Moment of Silence and Salute:

Led by Chairman Cory

Announcement:

This meeting is called in accordance with the provisions of the Open Public Meeting 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, in the Coast Star and emailed to the Clerks of our member municipalities on February 20, 2025. The minutes of this meeting will be available after Board approval at a subsequent meeting.

Roll Call:

Present:

Commissioners Cory, Donovan, Lynch, Mattia, May, Meixsell, and Shields

Mr. Bonello, Mr. Krause, and Ms. Oliver

Excused:

Commissioner Nolan

ATTORNEY'S REPORT:

Nothing new to report.

EXECUTIVE DIRECTOR'S REPORT:

PLANT

Cogen Resiliency Upgrades

Mr. Krause reported that the Authority is working with the contractor in preparation for Island Testing.

Trickling Filter #1 and #2 Arms Replacement

Mr. May inquired and Mr. Krause confirmed that the new Trickling Filter Arms will be made of stainless steel. Mr. Krause reported that the main equipment shop drawings have been approved, and the tentative delivery date is mid-to-late Summer. The contractor is expecting to be finished with the project by the end of this year. In the original scope of project, we planned to rebuild the spare turntable and install it on Trickling Filter #1 because the bearing oil analysis showed

sign of condensation. Given the age and results of recent oil analysis for Trickling Filter #2, it makes sense to have the turntable that is being removed from Trickling Filter #1 rebuilt and installed on Trickling Filter #2. This work will be performed using the allowance item in the contract. The turntable currently on Trickling Filter #2 will be stored for use as a spare.

Pipe Galley (Pipe Coating and Electrical Upgrades)

Mr. Krause reported Construction Contract Public Bid Opening Scheduled for May 8, 2025. The Authority had a pre-bid meeting on April 8th, and contractors came to review the project. This should put us in a position to award at the May board meeting.

Waste Gas Burner Flare Replacement

Mr. Krause reported corresponding with NJDEP/NJIB and has addressed concerns regarding the plans and specifications; the Authority expects authorization to advertise from NJIB shortly. A Resolution Authorizing Solicitation of Public Bids for the Waste Gas Burner Project has been placed on the Agenda for the Commissioner's Review and Approval, subject to the approval of the NJIB.

Stabilization Pond Liner Repair/Replacement

Mr. Krause reported the Authority had a kickoff meeting with Design Engineer (Tetra Tech) yesterday and design is ongoing.

SMRSA Access Road Slope Stabilization

Mr. Krause reported meeting with the Engineering Committee after soliciting proposals from engineering firms. The Committee is recommending placing a Resolution on the Agenda for the Commissioner's Review and Approval Awarding a Professional Engineering Services Contract to H2M Architects & Engineers for Design and Bid Assistance Services for SMRSA Access Road Slope Stabilization Project. Time and Materials Cost Not to Exceed \$73,800.00.

Finance & Administration

Mr. Krause reported working with bond counsel regarding the Service Area Agreements Amendment(s) being prepared (on going).

Mr. Krause reported Elected Officials Risk Management Seminar online course should be completed this month.

Ms. Oliver reported website for the Commissioners to file their 2025 Financial Disclosure Statements is: www.fds.nj.gov. Filing must be completed by April 30, 2025; fines will be imposed for late filings.

Mr. Krause reported a Resolution has been placed on the Agenda for the Commissioner's Review and Approval Authorizing the Purchase Utilizing the New Jersey State Contract, of one Hyster H60A Lift Truck, replacing original plant equipment (1976), in the amount of \$66,495.45.

Mr. Krause reported a Resolution has been placed on the Agenda for the Commissioner's Review and Approval Authorizing the Execution of a Sidebar Agreement with the United Steel Workers Local #4-406 for Employer Sponsored Health Reimbursement Account (HRA).

Mr. Krause reported a Resolution has been placed on the Agenda for the Commissioner's Review and Approval Appointing EB Solutions, LLC (DBA the Difference Card) to provide Health Reimbursement Account Services for the South Monmouth Regional Sewerage Authority.

BUSINESS:

The Board took action on the following items during the Regular Meeting immediately after the Caucus Meeting.

- Approve the March 12, 2025 Caucus & Regular Meeting Minutes as written
- Resolution to Authorize the Transfer of Funds from the 2025 Revenue Fund to the Operating Fund for the explicit purpose of payment of all known calendar year 2025 listed bills
- Resolution Approving the Purchase of one Hyster H60A Lift Truck Utilizing the New Jersey State Contract
- Resolution Authorizing the Solicitation of Bids for the Waste Gas Burner Flare Replacement Project
- Resolution Awarding a Professional Engineering Services Contract to H2M Architects & Engineers for Design and Bid Assistance Services for the SMRSA Access Road Slope Stabilization Project
- Resolution Authorizing the Execution of a Sidebar Agreement with the United Steel Workers Local #4-406 for Employer Sponsored Health Reimbursement Account (HRA)
- Resolution Appointing EB Solutions, LLC (DBA the Difference Card) to Provide Employer Sponsored Health Reimbursement Account (HRA) Services

**COMMISSIONER'S
COMMENTS:**

None

PUBLIC PORTION:

Chairman Cory made a motion to open the public portion of the meeting.

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

Chairman Cory made a motion close the public portion of the meeting.

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

ADJOURNMENT:

Chairman Cory made a motion to adjourn the Caucus Meeting.

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