

**SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY
CAUCUS MEETING MINUTES– MARCH 11, 2026**

CALL TO ORDER:

The Caucus Meeting of the South Monmouth Regional Sewerage Authority was called to order At 4:00 p.m. on Wednesday, March 11, 2026.

Moment of Silence and Salute:

Recognition of the passing of former SMRSA Commissioner Richard Dunne as well as Nan Cory, wife of current Commissioner Gene Cory.

Led by Chairman Shields

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 18, 2026. The minutes of this meeting will be available after Board approval at a subsequent meeting.

Roll Call:

Present:

Commissioners Lynch, Mattia, May, Meixsell, and Shields.

Mr. Krause, and Ms. Oliver.

Excused:

Mr. Padula, Commissioner Cory, Commissioner Nolan, and Commissioner Donovan

ATTORNEY'S REPORT:

Mr. Glass representing Mr. Padula's firm: No new business to report.

EXECUTIVE DIRECTOR'S REPORT:

Plant

Trickling Filter #1 and #2 Arms Replacement

Mr. Krause reported a delay due to the trickling filter arms being out of specification; Mr. Specht spoke with the manufacturer today, and reported they should be delivered in the next two weeks.

Pipe Galley (Pipe Coating and Electrical Upgrades)

Mr. Krause reported that the electrical work is about 75% complete and should be completed within the next month.

Stabilization Pond Liner Repair/Replacement

Mr. Krause reported that the Authority is currently working with the engineers on the project.

SMRSA Access Road Slope Stabilization

Mr. Krause reported that the Authority is currently working with the engineers on the project.

FINANCE/ ADMINISTRATION

Administration

Mr. Krause reported Service Area Agreements Amendment(s) being prepared: the Middlesex County Improvement Authority cancelled their March meeting but will be preparing a resolution in April adopting the amendment which will then be sent to the member towns.

Mr. Krause reported that Commissioner Shields and Commissioner Donovan need to complete the D2/Xcitium Cybersecurity Training (Part I). Part II will follow at the end of the month.

Mr. Krause reported that the MEL Risk Management Training Brochure is included in meeting packets. The Authority receives \$250 credit towards the premium for everyone who completes the on-line training.

Mr. Krause thanked the staff, noting that some employees remained at the plant for 24–36 hours during the storm. The Authority provided beds and food and greatly appreciated the extra effort from our workers. Damage cost estimates totaling approximately \$120,000 have been submitted to the State Office of Emergency Management through the County. A significant portion of the cost was related to an accident at the Spring Lake Heights Pump Station, where a worker operating the backhoe did not realize another employee had pulled in behind him with an F-250 truck. The truck sustained major damage and is believed to be a total loss, though fortunately no one was injured. The Authority will file a claim with the Danskin Agency, and the cost of the accident is expected to be recovered through insurance; the outcome will be reported at the next meeting. The Authority also completed Category A debris removal, which involved clearing downed trees from the storm, and Category B work, including salt spreading, overtime labor, and the use of vehicles and equipment.

Mr. Krause reported an emergency procurement due to a problem with the automatic transfer switch which allows the plant to switch to generator power in the event of a power outage. One of the two switches malfunctioned, and Circuit Breaker Sales was called to troubleshoot the problem.

Human Resources

Mr. Krause reported Resolution has been placed on the Regular Meeting Agenda for the Commissioners' Review and Approval Appointing EB Solutions, LLC (DBA the Difference Card) to provide HRA Services for a new High-Deductible Plan.

Mr. Krause reported a Resolution has been placed on the Regular Meeting Agenda for the Commissioners' Review and Approval Authorizing the Execution of a Sidebar Agreement with the United Steel Workers Local #09613 for Employer Sponsored Health Reimbursement Account (HRA).

Mr. Krause reported Resolution has been placed on the Regular Meeting Agenda for the Commissioners' Review and Approval Ratifying an Offer of Conditional Employment to Mr. Max Miller for Journeyman II Vacancy.

Mr. Apuzzo and Mr. Krause will be attending a Career Fair at the Monmouth County Vocational School; the Authority still has one job vacancy.

Mr. Krause reported that the Authority has budgeted for a summer intern. We are searching for an engineering student who will help with asset management and various other engineering duties.

Finance

Ms. Oliver reported that all pertinent information for the 2025 financial audit, including schedules and reconciliations, has been forwarded to Paul Cuva, the auditor, for his review. Mr. Cuva typically conducts his on-site review in April.

BUSINESS:

The Board intends to take action on the following items during the Regular Meeting immediately after the Caucus Meeting.

- Approve the February 11, 2026 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 to Authorize the Transfer of Funds from the 2026 Revenue Fund to the Operating Fund for the explicit purpose of payment of all known calendar year 2026 listed bills.
- Resolution Appointing EB Employee Solutions, LLC D/B/A "The Difference Card" to Provide Health Reimbursement Account Services (HRA) for the Eligible High-Deductible Plans.
- Resolution Authorizing the Executive Sidebar Agreement Between the United Steel Workers AFL-CIO CLS Local #09613.
- Resolution Ratifying an Offer of Conditional Employment to Mr. Max Miller for the Journeyman II Vacancy.

COMMISSIONER'S

COMMENTS: **None**

PUBLIC PORTION:

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

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

Chairman Shields made a motion to close the public portion of the meeting.

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

ADJOURNMENT:

Chairman Shields made a motion to adjourn the Caucus Meeting.

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