

## TOWNSHIP OF NEPTUNE SEWERAGE AUTHORITY

March 20, 2019 Meeting

The meeting for the Township of Neptune Sewerage Authority was held on the above date with the following Authority Commissioners present: Harry Devine, Linda Johnson, James Mowczan, Alonzo Wright and James W. Manning, Jr. The following consultants were also present: Ms. Aldarelli, Mr. Volk, Mr. Fallon, Mrs. Mallon Traynor and Mr. Del Bove. In addition, Executive Director Tina Cunningham and Superintendent Chris Kelly were also present.

Chairman Manning called the meeting to order at 6:00 p.m. Moment of Silence and Flag Salute. Chairman Manning stated that the fire exits are located in the direction that he is indicating, in case of fire you will be notified by bell and or public address system. Chairman Manning requested a roll call.

Chairman Manning made the following statement. Adequate notice of this meeting has been approved by the delivering of the required advertisement to the Asbury Park Press and the Coaster on February 20, 2019 and by filing a copy of said notice with the clerks of the customer municipalities.

Chairman Manning questioned if anyone had any other business that may come before the Authority. None Noted.

The 2019 Rate Hearing began.

### RESOLUTION

No. 5232 – Authorize the Adoption of the 2019 Service Charges:

Commissioner Johnson moved Resolution No. 5232 seconded by Commissioner Devine. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Wright: Aye and Manning: Aye.

The 2019 Rate Hearing was concluded.

Chairman Manning questioned Mr. Volk if he had anything else to add to the Engineer's Report. Mr. Volk stated that he reviewed the Service Agreement for 501 Green Grove Road and recommended approval. He also stated that his office completed the annual Engineer's Report and specifically noted the needed improvements to the roadways within the plant.

Chairman Manning questioned Ms. Aldarelli if she had anything to report. She indicated that she had a few matters for executive session.

Chairman Manning questioned Mr. Kelly if he had anything to add to his report. Mr. Kelly stated that Envirodyne was going to be on-site tomorrow to inspect the installation of the new grit system. He stated that it should be up and running within a week. Chairman Manning thanked Mr. Kelly and staff on a job well done.

Chairman Manning questioned Ms. Cunningham if she had anything to add to her report. Ms. Cunningham stated that an updated Accounting Manual was submitted for review. She indicated that she included a section discussing procurement cards.

## APPROVAL OF MINUTES

Commissioner Johnson moved, seconded by Commissioner Mowczan that the Meeting Minutes of February 27, 2019 be approved as distributed. On a voice vote, the vote was as follows:

Devine: Abstain, Mowczan: Aye, Johnson: Aye, Wright: Aye and Manning: Aye.

Commissioner Mowczan moved, seconded by Commissioner Johnson that the Executive Session Meeting Minutes of February 27, 2019 be approved as distributed. On a voice vote, the vote was as follows: Devine: Abstain, Mowczan: Aye, Johnson: Aye, Wright: Aye and Manning: Aye.

## RESOLUTIONS

### No. 5233 – Open Executive Session:

Commissioner Devine moved Resolution No. 5233 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Wright: Aye and Manning: Aye.

### No. 5234 – Adjourn from Executive Session:

Commissioner Devine moved Resolution No. 5234 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Wright: Aye and Manning: Aye.

### No. 5235 – March Payment of Bills:

Commissioner Wright moved Resolution No. 5235 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Wright: Aye and Manning: Aye.

No. 5236 – Authorize the Sewer Service Agreement for 501 Green Grove Road:

Commissioner Devine moved Resolution No. 5236 seconded by Commissioner Mowczan. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Wright: Aye and Manning: Aye.

No. 5237 – Authorize the Professional Design and Construction Services Proposal with Arcadis for the Digester No. 3 Improvements:

Commissioner Johnson moved Resolution No. 5237 seconded by Commissioner Devine. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Wright: Aye and Manning: Aye.

No. 5238 – Authorize to Retain the Professional Services of Mr. Charles Dutill of Heritage Technical Services in the amount not to exceed of \$8,820.00 for Phase 1 Services:

Commissioner Mowczan moved Resolution No. 5238 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Wright: Aye and Manning: Aye.

No. 5239 – Authorize to Appoint NW Financial Group as the Authority's Financial Advisor through January 31, 2020 due to Phoenix Advisors not being able to perform the services as outlined in the Request for Qualifications:

Commissioner Wright moved Resolution No. 5239 seconded by Commissioner Devine. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Wright: Aye and Manning: Aye.

No. 5240 – Authorize the Executive Director to Sign the Professional Contracts subject to the revisions to the Engineering Agreements:

Commissioner Devine moved Resolution No. 5240 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Wright: Aye and Manning: Aye.

Chairman Manning questioned if anyone from the general public had any business to be brought before the Authority. None noted.

A motion was made by Commissioner Devine and seconded by Commissioner Mowczan that the meeting be adjourned at 7:03 p.m. On a voice vote, the vote was as follows: Devine: Absent, Mowczan: Aye, Johnson: Aye, Wright: Aye and Manning: Aye.

Respectfully submitted,

Tina M. Cunningham

