

## TOWNSHIP OF NEPTUNE SEWERAGE AUTHORITY

August 15, 2012 Meeting

The meeting for the Township of Neptune Sewerage Authority was held on the above date with the following Authority Commissioners present: Harry Devine, James Williams, James Mowczan, Linda Johnson and James Manning, Jr. The following consultant was present: Ms. Aldarelli. In addition, Executive Director Tina Della Pietro 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 January 14, 2012 and by filing a copy of said notices with the clerks of the customer municipalities.

Chairman Manning questioned if anyone had any other business that may come before the Authority. Mr. Curto was at tonight's meeting to request his job back.

Chairman Manning indicated that Mr. Crane provided his report in the Authority's agenda packet. Ms. Della Pietro stated that Mr. Crane is on vacation and will be available at the next meeting. Commissioner Mowczan questioned if the meeting with the Clean Energy Program was scheduled and completed. Ms. Della Pietro stated that Mr. Crane has been in contact with the program and they still have not scheduled a pre-inspection meeting.

Chairman Manning stated that Mr. Kelly's report was included in the agenda packet. Mr. Kelly stated that the new sludge pump was installed and working properly. He stated that he would provide pictures at the Authority's next meeting. Chairman Manning wanted to thank Mr. Kelly and his staff on a job well done on installing the sludge pump in-house and saving the Authority on hiring an outside contractor.

Chairman Manning stated that Ms. Della Pietro's report was included in the Authority's agenda. Ms. Della Pietro stated that she had a few additional items to include in her report.

Ms. Della Pietro stated that she prepared a revised payment of bills for a credit adjustment of \$99.00 from Hibrett Puratex. Next, she requested that the Authority authorize the execution of the Audit resolution at tonight's meeting so it can be sent it to the State. Following, Ms. Della Pietro indicated that she prepared bid specifications for the following services: Laboratory Analysis, Hydrogen Sulfide Control Chemical, Sodium Hypochlorite, Calcium Hydroxide, Electrician Services and Emergency Response Services. Ms. Della Pietro requested if she could receive authority to go out to bid upon the review of Ms. Aldarelli and Mr. Kelly. The Commissioners agreed to go out to bid subject to the Attorney's review.

Lastly, Ms. Della Pietro stated that Mr. Crane prepared a justification letter dated July 30, 2012 concerning purchasing two (2) Digester Gas Flow meters as required within the Authority's Air Permit. Ms. Della Pietro stated that both meters would cost approximately \$8,000.00 and the Authority currently utilizes the same manufacturer. Mr. Kelly agreed with Mr. Crane's recommendation. Commissioner Mowczan questioned if this purchase is subject to the Local Public Contracts law. Ms. Della Pietro stated that it

does not meet the Authority's bid threshold. The Commissioners agreed with Mr. Crane's recommendation to purchase the two gas flow meters from FCI.

Chairman Manning stated that Ms. Della Pietro is requesting to sell the old copy machine through GovDeals. The Commissioners agreed to auction the item off through Govdeals.

#### APPROVAL OF MINUTES

Commissioner Devine moved, seconded by Commissioner Johnson that the Meeting Minutes of July 18, 2012 be approved as distributed. On a voice vote, the vote was as follows: Devine: Aye, Williams: Aye, Mowczan: Aye, Johnson: Aye and Manning: Abstain.

Commissioner Devine moved, seconded by Commissioner Mowczan that the Executive Session Meeting Minutes of July 18, 2012 be approved as distributed. On a voice vote, the vote was as follows: Devine: Aye, Williams: Aye, Mowczan: Aye, Johnson: Aye and Manning: Abstain.

#### RESOLUTIONS

##### No. 4527 – Open Executive Session (6:15 p.m.):

Commissioner Devine moved Resolution No. 4527 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Aye, Williams: Aye, Mowczan: Aye, Johnson: Aye and Manning: Aye.

##### No. 4528 – Adjourn from Executive Session (7:03 p.m.):

Commissioner Devine moved Resolution No. 4528 seconded by Commissioner Mowczan. On a voice vote, the vote was as follows: Devine: Aye, Williams: Aye, Mowczan: Aye, Johnson: Aye and Manning: Aye.

No. 4529 – Approve Revised August Payment of Bills:

Commissioner Devine moved Resolution No. 4529 seconded by Commissioner Johnson.

On a voice vote, the vote was as follows: Devine: Aye, Williams: Aye, Mowczan: Aye, Johnson: Aye and Manning: Aye.

No. 4530 – Received and Reviewed the 2011 Audit, Specifically the Section of the Audit Report Entitled “General Comments and Recommendations”:

Commissioner Devine moved Resolution No. 4530 seconded by Commissioner Mowczan. On a voice vote, the vote was as follows: Devine: Aye, Williams: Aye, Mowczan: Aye, Johnson: Aye and Manning: Aye.

No. 4531 – Authorize to go out to Bid for Electrician Services:

Commissioner Devine moved Resolution No. 4531 seconded by Commissioner Mowczan. On a voice vote, the vote was as follows: Devine: Aye, Williams: Aye, Mowczan: Aye, Johnson: Aye and Manning: Aye.

No. 4532 – Authorize to go out to Bid for Sodium Hypochlorite:

Commissioner Devine moved Resolution No. 4532 seconded by Commissioner Mowczan. On a voice vote, the vote was as follows: Devine: Aye, Williams: Aye, Mowczan: Aye, Johnson: Aye and Manning: Aye.

No. 4533 – Authorize to go out to Bid for Laboratory Analysis Services:

Commissioner Devine moved Resolution No. 4533 seconded by Commissioner Mowczan. On a voice vote, the vote was as follows: Devine: Aye, Williams: Aye, Mowczan: Aye, Johnson: Aye and Manning: Aye.

No. 4534 – Authorize to go out to Bid for Calcium Hydroxide:

Commissioner Devine moved Resolution No. 4534 seconded by Commissioner Johnson.

On a voice vote, the vote was as follows: Devine: Aye, Williams: Aye, Mowczan: Aye, Johnson: Aye and Manning: Aye.

No. 4535 – Authorize to go out to Bid for Hydrogen Sulfide Control Chemical:

Commissioner Johnson moved Resolution No. 4535 seconded by Commissioner Mowczan. On a voice vote, the vote was as follows: Devine: Aye, Williams: Aye, Mowczan: Aye, Johnson: Aye and Manning: Aye.

No. 4536 – Authorize to go out to Bid for Emergency Response Services:

Commissioner Johnson moved Resolution No. 4536 seconded by Commissioner Devine. On a voice vote, the vote was as follows: Devine: Aye, Williams: Aye, Mowczan: Aye, Johnson: Aye and Manning: Aye.

No. 4537 – Authorize to Purchase two (2) Gas Flow Meters from FCI as Recommended by Mr. Crane dated July 30, 2012 in the amount of \$8,430.00:

Commissioner Johnson moved Resolution No. 4537 seconded by Commissioner Devine. On a voice vote, the vote was as follows: Devine: Aye, Williams: Aye, Mowczan: Aye, Johnson: Aye and Manning: Aye.

No. 4538 – Authorize the Executive Director to Auction the Old Copier (Kyocera) through GovDeals and declare it Surplus:

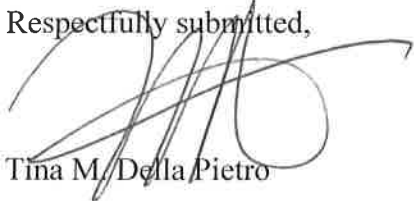
Commissioner Mowczan moved Resolution No. 4538 seconded by Commissioner Devine. On a voice vote, the vote was as follows: Devine: Aye, Williams: Aye, Mowczan: Aye, Johnson: Aye and Manning: Aye.

No. 4539 – Authorize the Executive Director to Extend a Counter Offer for the Property  
Located at 636 Old Corlies Avenue:

Commissioner Mowczan moved Resolution No. 4539 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Nay, Williams: Aye, Mowczan: Aye, Johnson: Aye and Manning: Aye.

Chairman Manning questioned if anyone from the general public had any business to be brought before the Authority. Mr. Curto again requested his job back. A motion was made by Commissioner Williams and seconded by Commissioner Devine that the meeting be adjourned at 7:08 p.m. On a voice vote, the vote was as follows: Devine: Aye, Williams: Aye, Mowczan: Aye, Johnson: Aye and Manning: Aye.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Tina M. Della Pietra', written over a horizontal line.

Tina M. Della Pietra