

TOWNSHIP OF NEPTUNE SEWERAGE AUTHORITY

February 19, 2014 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 W. Manning, Jr. The following consultants were also present: Ms. Aldarelli and Mr. Crane. In addition, Executive Director Tina M. 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 January 18, 2014 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. None noted.

Chairman Manning questioned Mr. Crane if he had anything to add to his report. Mr. Crane stated that he prepared the Annual Engineer's Report for review and consideration. Commissioner Mowczan questioned if the Authority was going to proceed with the installation of the second pond blower and apply for additional rebates. Mr. Crane indicated that the

Authority can not apply for an additional rebate on the second blower because it is consider a standby unit. He indicated that the blower was producing more efficiently than he anticipated. Ms. Cunningham stated that the second blower was included on the capital outlay list.

Chairman Manning questioned Ms. Aldarelli if she had anything to report at tonight's meeting. She stated that she had nothing pending.

Chairman Manning questioned Mr. Kelly if he had anything to add to his report. Mr. Kelly stated that the younger staff contributed to the water main pipe repair job that occurred a few weeks ago and they did a nice job.

Chairman Manning questioned Ms. Cunningham if she had anything to add to her report. Ms. Cunningham stated that she prepared a revised payment of bills for the Commissioners to consider at tonight's meeting.

Next, Ms. Cunningham stated that as mentioned in her report the Ethics Training offered by the Joint Insurance Fund is scheduled for April 16, 2014 at 5 p.m. She stated that for each Commissioner who attends the training the Authority would receive a \$250.00 financial incentive.

Ms. Cunningham stated that she prepared a few spreadsheets concerning the proposed 2014 rates to review and consider. She stated that the first spreadsheet reflects the comparison between the 2013 and 2014 service charges and the second spreadsheet outlines the 2% reserve requirements for each customer town. Ms. Cunningham stated that six out of the seven customer towns have met their 2014 reserve requirement. Chairman Manning stated that the Authority should consider sending a letter to each customer town with the option of either having the excess reserve reimbursed or kept in reserve. The commissioners agreed to discuss this after the rates are adopted in March.

Ms. Cunningham stated that she updated the Authority's Accounting Procedures Manual. She indicated that it does not have to be adopted but merely updated annually for the Auditor's to review.

Lastly, Ms. Cunningham stated that the Authority is in receipt of four quotes for the Ocean Outfall inspection and repairs. She indicated that they vary in price but are not that far off from the most recent inspections.

Commissioner Mowczan questioned the driver history abstract line item. Ms Cunningham stated that annually the insurance company requires the Authority to obtain drive history abstracts to ensure that all employees are in good standing with the NJ Motor Vehicle Commission.

Commissioner Johnson questioned the status of the disconnects for the demolition of 636 Old Corlies Avenue. Ms. Cunningham stated that NJ Natural Gas required a fee in order to perform the disconnect which is on the bills list for tonight's meeting. She indicated that she is in receipt of the remaining disconnect letters. Once all of the disconnect letters are received than the Authority can proceed with obtaining the permits from the Township, Ms. Cunningham added.

APPROVAL OF MINUTES

Commissioner Devine moved, seconded by Commissioner Johnson that the Meeting Minutes of January 15, 2014 be approved as distributed. On a voice vote, the vote was as follows: Devine: Aye, Williams: Aye, Mowczan: Aye, Johnson: Aye and Manning: Aye.

Commissioner Johnson moved, seconded by Commissioner Mowczan that the Executive Session Meeting Minutes of January 15, 2014 be approved as distributed. On a voice vote, the vote was as follows: Devine: Aye, Williams: Aye, Mowczan: Aye, Johnson: Aye and Manning: Aye.

Commissioner Mowczan moved, seconded by Commissioner Johnson that the Reorganization Meeting Minutes of February 10, 2014 be approved as distributed. On a voice vote, the vote was as follows: Devine: Aye, Williams: Aye, Mowczan: Aye, Johnson: Aye and Manning: Aye.

RESOLUTIONS

No. 4710 – Open Executive Session (6:22 p.m.):

Commissioner Devine moved Resolution No. 4710 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. 4711 – Adjourn from Executive Session (6:50 p.m.):

Commissioner Johnson moved Resolution No. 4711 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. 4712 – Approve February Revised Payment of Bills:

Commissioner Mowczan moved Resolution No. 4712 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. 4713 – Set the 2014 Rate Hearing for Wednesday, March 19, 2014:

Commissioner Johnson moved Resolution No. 4713 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. 4714 – Approve the Ocean Outfall Inspection and Repair Contract to Pile Test/Coastal in the amount of \$11,200.00:

Commissioner Johnson moved Resolution No. 4714 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. 4715 – Authorize to Remove the Probationary Status to Permanent Status for Barry Williams as the Collection System/Maintenance Supervisor:

Commissioner Devine moved Resolution No. 4715 seconded by Commissioner Mowczan. On a voice vote, the vote was as follows: Devine: Aye, Williams: Aye, Mowczan: Aye, Johnson: Aye and Manning: Aye.

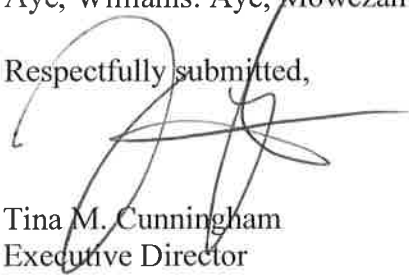
No. 4716 – Confirm the Three (3) Day Suspension without Pay for Arthur Washington:

Commissioner Devine moved Resolution No. 4716 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Aye, 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. None noted.

A motion was made by Commissioner Johnson and seconded by Commissioner Williams that the meeting be adjourned at 6:52 p.m. On a voice vote, the vote was as follows: Devine: Aye, Williams: Aye, Mowczan: Aye, Johnson: Aye and Manning: Aye.

Respectfully submitted,



Tina M. Cunningham
Executive Director