

TOWNSHIP OF NEPTUNE SEWERAGE AUTHORITY

June 19, 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, James Mowczan, Linda Johnson, Alonzo Wright and James W. Manning, Jr. The following consultants were also present: Ms. Aldarelli, Mr. Aprile, Mr. Long and Mr. Volk. 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 January 29, 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.

Chairman Manning questioned Mr. Volk if he had anything else to add to the Engineer's Report. Mr. Volk stated that he prepared a recommendation letter for the award of the 2019 Underwater Ocean Outfall Inspection to Pile Test, Inc. in the amount of \$52,400.00. He stated that based on the scope of the work needed to complete the underwater inspection and an estimated five days for additional repairs, he is recommending that the contract be awarded as a not-to-exceed amount of \$52,400.00. He indicated that additional days for repair work would be

authorized if and where directed. Ms. Aldarelli stated that she reviewed the bid and Mr. Volk's recommendation letter and agreed with Mr. Volk.

Mr. Volk indicated that he prepared a TWA approval letter for Neptune Hilton Homes² Suites. He stated that the original site plan included a 7,000 sq. ft. restaurant on the site however, the new site plan now proposed a 5-story, 87 room hotel in the location of the previously proposed restaurant. He stated that the estimated daily flow has been reduced by 2,925 gpd based on the change to the site plan.

Commissioner Johnson questioned the calculation of the average daily flow for the proposed 87 room hotel. Mr. Volk indicated that the calculations are based on a NJDEP formula and it is used industry wide.

Chairman Manning questioned Ms. Aldarelli if she had anything to report. Ms. Aldarelli indicated that she reviewed the financial consultant's agreement submitted by NW Financial Group and she found it to be in order.

Chairman Manning questioned Mr. Kelly if he had anything to add to his report. Mr. Kelly indicated that the IOP transfer switch was delivered and installed. He also stated that the replacement influent grinder was delivered and installed. Lastly, Mr. Kelly stated that TNSA is in receipt of a violation notice for the leaking boiler at the digester building. He stated that the boiler has been turned off for the season and since the digester is out of service until 2020 it is not needed. Mr. Kelly stated that he signed off on the violation indicating that it would not be in use until it is replaced. He also indicated that he was going to obtain at least two price quotes on a new natural gas boiler for the Commissioners to review.

Commissioner Johnson questioned Mr. Kelly on the volume of sludge that was hauled during the month. Mr. Kelly stated that TNSA hauled approximately 1.3 million gallons of sludge equating to 186 tractor trailers.

Chairman Manning questioned Ms. Cunningham if she had anything to add to her report. Ms. Cunningham indicated that she had a few items for executive session.

APPROVAL OF MINUTES

Commissioner Johnson moved, seconded by Commissioner Devine that the Meeting Minutes of May 15, 2019 be approved as distributed. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Abstain, Johnson: Aye, Wright: Aye and Manning: Aye.

Commissioner Devine moved, seconded by Commissioner Wright that the Executive Session Meeting Minutes of May 15, 2019 be approved as distributed. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Abstain, Johnson: Aye, Wright: Aye and Manning: Aye.

Chairman Manning stated that Mr. Long is here this evening to discuss a personnel matter that the employee requested to have discussed in open session.

Mr. Long stated that employee Jim Williams requested to have this matter discussed in open session and the Commissioners are to discuss this matter in detail at this time. Mr. Long indicated that he received an e-mail from Ms. Cunningham seeking clarification on a personnel matter involving NJDEP license(s) expiration and its impact on employment status. Mr. Long stated that the policy within the employee manual is an ever evolving policy and it's implied that if you lose your license your salary would be frozen. Mr. Long stated that policy changes are not subject to Jim Williams and can be discussed in executive session.

Chairman Manning stated that it is clear in the policy that if an employee does not have the required license then the employee does not receive a longevity stipend or salary increases.

Jim Williams stated that he is making an effort to re-take the NJDEP S-3 exam but he is not sure if the DEP will allow him to take the exam because the application deadline passed. He stated that he was waiting for a call back from the DEP to see if he would be given a waiver and be able to take the exam in June.

Commissioner Devine questioned Mr. Williams if he had enough credits before October 31st to renew his licenses. Mr. Williams stated that he called the DEP and they stated that if he was late on his renewal he would be fined but he would still have his licenses. He stated that he does not have any licenses currently and takes responsibility because he is a procrastinator and thought he had time based on the DEP's information.

Mr. Long stated that any action that the Board wanted to take would be discussed in open session.

Commissioner Johnson questioned why he was late on obtaining the required credits in order to renew his licenses. Mr. Williams stated that he is a procrastinator and took a class in November in order to get the credits.

Chairman Manning stated that it is clear in the policy that employees must maintain their license(s) otherwise said employee's salary would be frozen with no longevity or license stipends until such time the licenses are issued by the NJDEP.

Chairman Manning stated that the Authority promotes professional development and licenses are beneficial to TNSA and it's disappointing that a twenty year employee would allow this to happen. He stated that the policy is now being modified to be made stronger and clearer for all employees because of Mr. Williams's actions.

Commissioner Johnson questioned if Mr. Williams pay would be retroactive upon receipt of the required NJDEP license(s). Mr. Long stated that his pay would not be retroactive.

No. 5253 – Resolution Authorizing the Township of Neptune Sewerage Authority to freeze the compensation of TNSA Employee James Williams:

Commissioner Johnson moved Resolution No. 5253 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Wright: Aye and Manning: Aye.

RESOLUTIONS

No. 5254 – Open Executive Session:

Commissioner Johnson moved Resolution No. 5254 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. 5255 – Adjourn from Executive Session:

Commissioner Johnson moved Resolution No. 5255 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. 5256 – June Payment of Bills:

Commissioner Johnson moved Resolution No. 5256 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. 5257 – Authorizing Pile Test, Inc. to Perform an Underwater Ocean Outfall Inspection, Repairs & Cleaning and Corrosion Control Measurements in the amount Not-to-Exceed \$52,400.00:

Commissioner Wright moved Resolution No. 5257 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. 5258 – Approve TWA Application for Neptune Hilton Home2 Suites in Neptune Township:

Commissioner Johnson moved Resolution No. 5258 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. 5259 – Approve the Professional Agreement with N.W. Financial Group:

Commissioner Mowczan moved Resolution No. 5259 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. 5260 – Authorize to Increase Dominic Aprile’s Retainer from \$20,000 to \$35,000 for Legal Work associated with the Preparation of an Affidavit of Merit:

Commissioner Mowczan moved Resolution No. 5260 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. 5261 – Authorizing a Supplemental Retainer to Charles R. Dutill, II of Heritage Technical Services for the preparation of an Affidavit of Merit in the amount of \$12,125.00:

Commissioner Johnson moved Resolution No. 5261 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. 5262 – Authorize Dominic Aprile to Prepare and Proceed with a Claim regarding Digester 3:

Commissioner Wright moved Resolution No. 5262 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. 5263 – Accept JoVonn Quinones Resignation as the Collection System/Maintenance Supervisor “Not in Good Standing” effective June 13, 2019:

Commissioner Devine moved Resolution No. 5263 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 Johnson that the meeting be adjourned at 8:29 p.m. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Wright: Aye and Manning: Aye.

Respectfully submitted,


Tina M. Cunningham