

TOWNSHIP OF NEPTUNE SEWERAGE AUTHORITY

December 20, 2023 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, William Jones, Linda Johnson and James W. Manning, Jr. The following consultants was also present: Mr. Ms. Aldarelli. In addition, Executive Director Tina Cunningham, John Manganaro EQCS/SC and Robert Maybury from WRM were 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 re-advertisement to the Asbury Park Press and the Coaster on November 26, 2023 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. The following representatives were present from NJ Natural Gas and NJR to discuss the draft Letter of Intent for the proposed renewable energy project. Mr. Mark Kahrer, NJNG SVP Regulatory, Mr. Chris Chen, NJNG Business Development Manager, Mr. Andy Kricum, NJNG Consultant, Mr. Dave Johnson, NJR VP Corporate Development and Mr. Ray Bukowski, NJR Managing Director Governmental Affairs and Sustainability, she stated.

Chairman Manning stated that Mr. Fedorchak's report was submitted for review. Ms. Cunningham stated that 60% drawings were received and are being reviewed by the Authority. In addition, she stated that Mr. Fedorchak reviewed and submitted a TWA Recommendation Letter for Avon at Lakeview.

Chairman Manning questioned Ms. Aldarelli if she had anything to report. Ms. Aldarelli indicated that she had nothing pending for open session.

Chairman Manning questioned Mr. Maybury if he had anything to report. Mr. Maybury stated that sludge hauling has been completed with approximately 600,000 gallons being hauled off site.

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 review and consideration.

Ms. Cunningham discussed the proposal from CTCI for site security cameras for the Laird Ave. Pump Station in the amount of \$22,015.33. Next, Ms. Cunningham discussed the submittal of the air permit modifications prepared by Mr. Manganaro and RVE.

Ms. Cunningham stated she received approval from the DLGS to adopt the 2024 Budget. She indicated that the Resolution to Adopt has been prepared and ready for consideration. Next, Ms. Cunningham discussed the performance bonds that have been approved by Ms. Aldarelli including the following: Miracle Chemical Co., Garden State Laboratories, Electro Maintenance, Inc., Univar USA and Evoqua Water Technologies.

Ms. Cunningham stated that two resolutions have been prepared for the Statewide Insurance Fund; three year renewal and the Appointment of a Fund Commissioner and Alternate Fund Commissioner. Chairman Manning stated that previously the Executive Director has been the Fund Commissioner and the Chairman has been the Alternate Fund Commissioner.

Next, Ms. Cunningham stated that Brown and Brown has provided TNSA with proposals from Delta Dental for renewal of dental services. Ms. Cunningham recommended a two year renewal with Delta Dental for 2024 and 2025.

Ms. Cunningham stated that she is receiving information from Paychex for a new time and attendance system. She stated that it will modernize and provide efficiencies for not only management but staff as well. She stated that the new system is a facial recognition system.

Ms. Cunningham discussed the purchase of safety equipment for confined space entries in accordance with PEOSHA requirements. The lowest most responsible quote received was from Gen-el Safety in the amount of \$23,505.75, she stated. The Board approved the purchase of the safety equipment.

Next, Ms. Cunningham discussed the appointment of a Public Agency Compliance Officer (PACO). She stated that she was designated last year as the PACO. Chairman Manning recommended to appoint the Executive Director.

Lastly, Ms. Cunningham stated that Mr. Fedorchak received a revised proposal for the roof replacement project. She stated that the proposal doesn't include the replacement of the HVAC units. She indicated that Mr. Weber is working with the Authority and JCPL on grants to purchase same. She stated that she will be recommending to approve the proposal for the roof replacement project at the meeting in January.

APPROVAL OF MINUTES

Commissioner Johnson moved, seconded by Commissioner Devine that the Meeting Minutes of November 8, 2023 be approved as distributed. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

Commissioner Johnson moved, seconded by Commissioner Jones that the Executive Session Meeting Minutes of November 8, 2023 be approved as distributed. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

RESOLUTIONS

No. 5744 – Open Executive Session:

Commissioner Devine moved Resolution No. 5744 seconded by Commissioner Jones. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5745 – Adjourn from Executive Session:

Commissioner Devine moved Resolution No. 5745 seconded by Commissioner Jones. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5746 – Revised December Payment of Bills:

Commissioner Johnson moved Resolution No. 5746 seconded by Commissioner Jones. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5747 – Approving a TWA Application for Avon at Lakeview:

Commissioner Devine moved Resolution No. 5747 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5748 – Adopt 2024 Budget:

Commissioner Johnson moved Resolution No. 5748 seconded by Commissioner Devine. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5749 – Authorize to Renew with the Statewide Insurance Fund for Three Years (2024-2027):

Commissioner Jones moved Resolution No. 5749 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5750 – Appointing the Executive Director as Fund Commissioner and Chairman as Alternate Fund Commissioner:

Commissioner Johnson moved Resolution No. 5750 seconded by Commissioner Devine. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5751 – Appointing the Executive Director as the Public Agency Compliance Officer:

Commissioner Johnson moved Resolution No. 5751 seconded by Commissioner Jones. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5752 – Approve a Two Year Renewal Agreement with Delta Dental (2024 & 2025):

Commissioner Devine moved Resolution No. 5752 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5753 – Approve a Performance Bond with Garden State Laboratories:

Commissioner Johnson moved Resolution No. 5753 seconded by Commissioner Devine. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5754 – Approve a Performance Bond with Electro Maintenance, Inc.:

Commissioner Jones moved Resolution No. 5754 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5755 – Approve a Performance Bond with Univar USA:

Commissioner Devine moved Resolution No. 5755 seconded by Commissioner Jones. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5756 – Approve a Performance Bond with Evoqua Water Technologies:

Commissioner Johnson moved Resolution No. 5756 seconded by Commissioner Jones. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5757 – Approve a Performance Bond with Miracle Chemical Company:

Commissioner Devine moved Resolution No. 5757 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5758 – Authorize the Proposal Received by CTCI for Installation of Site Security Cameras at the Laird Ave. P.S. in the Amount of \$22,015.33 through NJ State Contract:

Commissioner Johnson moved Resolution No. 5758 seconded by Commissioner Devine. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5759 – Authorize the Purchase of Safety Equipment from Gen-el Safety & Industrial Products in the Amount of \$23,505.75:

Commissioner Jones moved Resolution No. 5759 seconded by Commissioner Devine. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5760 – Authorize the Executive Director to Solicit for Proposals for Professional Services:

Commissioner Johnson moved Resolution No. 5760 seconded by Commissioner Jones. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5761 – Approve a Three Year Agreement with the Management Team (2024-2026):

Commissioner Devine moved Resolution No. 5761 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5762 – Approve a Four Year Agreement with the Operators (2024-2027):

Commissioner Devine moved Resolution No. 5762 seconded by Commissioner Jones. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5763 – Approve Commissioner Salary Increases effective January 1, 2024 to \$5,000 and \$5,500:

Commissioner Mowczan moved Resolution No. 5763 seconded by Commissioner Jones. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Nay, Jones: Aye and Manning: Aye.

No. 5764 – Award a Two Year Contract with Freehold Cartage, Inc. for Removal and Disposal of Sludge for 2024 & 2025:

Commissioner Devine moved Resolution No. 5764 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5765 – Award a Two Year Contract with J. Fletcher Creamer & Sons for Routine and Emergency Response Services for 2024 & 2025:

Commissioner Johnson moved Resolution No. 5765 seconded by Commissioner Devine. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

A motion was made by Commissioner Johnson and seconded by Commissioner Jones that the meeting be adjourned at 8:02 p.m. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

Respectfully submitted,

Tina M. Cunningham
Executive Director

