

**SOUTH MONMOUTH MUNICIPAL UTILITIES AUTHORITY**  
**MEETING MINUTES**  
**October 4, 2012**  
**9:30 AM**

The South Monmouth Municipal Utilities Authority members met in the Wall Township Municipal Building Meeting Room on October 4, 2012. Present were Art Herner representing the Borough of Spring Lake Heights, Vice Chairman Kevin Thompson representing the Borough of Sea Girt, Thomas Nolan representing Borough of Brielle and Jeffry Bertrand representing Wall Township. Chairman Dempsey arrived later in the meeting. Also present were attorney Mark Kitrick, attorney John Cantalupo, NJWSA Director of Finance and Administration, NJWSA CFO Mike Citarelli, Spring Lake Heights Administrator Joseph Delaney, CFO Steve Mayer, Wall Township Assistant Administrator Kate Kohri, Wall Township Public Works Director Bob Hendrickson and Wall Township Water Operator Joe Langel.

The meeting was called to order by Vice Chairman Thompson.

Vice Chairman Thompson read the Open Public Meeting notice.

Vice Chairman Thompson called for the Salute to the Flag followed by a moment of silence.

Roll-call was taken by Phyllis Heinle.

Vice Chairman Thompson called for a motion to approve the September 6, 2012 Meeting Minutes. Tom Nolan made a motion to approve the minutes, Art Herner seconded the motion and all being in agreement, Vice Chairman Thompson declared the minutes approved.

Vice Chairman Thompson called for a motion to approve the September bill list totaling \$206,519.00.

Tom Nolan made a motion to approve the September bill list.

Jeffry Bertrand seconded the motion and upon roll-call the members voted as follows:

Bryan Dempsey	Absent
Kevin Thompson	Abstain
Thomas Nolan	Yea
Art Herner	Yea
Jeffry Bertrand	Yea

There being 3 yeas, 1 absent and 1 abstain, Vice Chairman Thompson declared the bill list approved.

Beth Gates presented the proposed budget for 2013. She had prepared a full budget report and each member received a copy. She said the budget introduction should take place at the next SMMUA meeting on November 1<sup>st</sup> and could be adopted at the December 6<sup>th</sup> meeting. She reviewed the details of the report and said she had taken a conservative approach and offered to come back and review details if anyone did not approve. She discussed an annual \$600,000 contribution into the pay-as-you-go capital fund but suggested going with a \$700,000 contribution for a built-in error factor because it is hard to predict changes in expenses too far out. Chairman Thompson suggested any member who did not approve should please contact her within four or five days of the meeting with their concerns.

Vice Chairman Thompson acknowledged Chairman Dempsey's arrival at 9:45.

Chairman Dempsey suggested that Beth might prepare a breakdown by town at \$600,000 and \$700,000, which she agreed to do and would email to the commissioners.

Ms. Gates read a message from Paul McKeon who was unable to attend: rainfall was identical to historic average and reservoir at 82% capacity was at the historic average for September. The treatment plant upgrade is going forward and all other operations are going as normal.

Mark Kitrick said with regard to the Cooperative Pricing System that the SMMUA has been officially approved and given an ID number. The organization can begin purchasing when it chooses. Mr. Kitrick suggested starting with a timeline and for the next meeting the towns should have a number of items they would wish to purchase. He also suggested inviting other towns that might want to participate and there is no geographical limitation. SMMUA is the lead agency and Steve Mayer is the lead agent.

In old business, Tom Nolan and Mark Kitrick discussed the procedure for hiring professionals.

There being no further old business, no new business and no public comment, Vice Chairman Thompson called for a motion to adjourn.

All being in agreement, the meeting was adjourned at 9:50 AM.