

**SOUTHEAST MONMOUTH MUNICIPAL UTILITIES AUTHORITY
MEETING MINUTES**

July 10, 2014

9:30 AM

The Southeast Monmouth Municipal Utilities Authority members met in the Wall Township Municipal Building on July 10, 2014. Present were Lorraine Carafa representing the Borough of Sea Girt, Jeffry Bertrand representing Wall Township and Brielle Borough representative Tom Nolan. Borough of Spring Lake representative Bryan Dempsey was absent. A Spring Lake Heights Borough representative was not yet appointed. Also present were attorney Mark Kitrick, CFO Steve Mayer, Spring Lake Heights Administrator Jay Delaney, Spring Lake Heights Borough Engineer Joe May, NJWSA Manager Paul McKeon, NJWSA Supervisor of Operations Don LeRoy , and Wall Township Water Operator Joe Langel and several representatives of HD Supply.

The meeting was called to order by commissioner Jeffry Bertrand.

Jeffry Bertrand read the Open Public Meeting notice.

Jeffry Bertrand called for the Salute to the Flag followed by a moment of silence.

Roll-call was taken by Phyllis Heinle.

Jeffry Bertrand called for a motion to approve the June 5, 2014 Meeting Minutes.

Lorraine Carafa made a motion to approve the minutes.

Tom Nolan seconded the motion and upon roll-call the members voted as follows:

Thomas Nolan	Yea
Lorraine Carafa	Yea
Bryan Dempsey	Absent
Jeffry Bertrand	Yea

There being 3 yeas and no nays, the June 5, 2014 Meeting Minutes were adopted.

Steve Mayer presented the May Bill List totaling \$223,016.14.

Tom Nolan made a motion to approve the Bill List.

Lorraine Carafa seconded the motion and upon roll-call the members voted as follows:

Thomas Nolan	Yea
Lorraine Carafa	Yea
Bryan Dempsey	Absent
Jeffry Bertrand	Yea

There being 3 yeas and no nays, Jeffry Bertrand declared the bill list approved.

Jeffry Bertrand called for a motion to adopt Resolution No. 2014-13 Authorizing Capital Improvement Purchases and Associated Labor for Improvements in an Amount Not to Exceed \$170,000.00 and Awarding a Contract to Iron Hills Construction.

Tom Nolan made a motion to adopt Resolution No. 2014-13.

Lorraine Carafa seconded the motion and upon roll-call the members voted as follows:

Thomas Nolan	Yea
Lorraine Carafa	Yea
Jeffry Bertrand	Yea
Bryan Dempsey	Absent

There being 4 yeas and no nays, Mr. Bertrand declared the resolution adopted.

In new business, Paul McKeon said the plant was running smoothly and they would be preparing a revised emergency plan in conformance with the DEP guidelines.

Lorraine Carafa made a motion to go into closed session and was seconded by Tom Nolan. Spring Lake Heights Borough Administrator Jay Delaney was invited to participate.

At 9:50 AM, the public meeting was adjourned to go into closed session.

Tom Nolan made a motion to reopen the public meeting and was seconded by Lorraine Carafa and the public session reopened at 10:10 AM.

In new business, there was discussion on the process for purchasing water meters and reading systems and installation of antennas on the Tilton Corner Road water tower and the Spring Lake Heights site and the necessity of entering a contract for the purchase of Sensus Meters and establishing a joint reading system.

Joe May of Spring Lake Heights questioned HD representatives on emergency generator availability and necessary structural antenna software system upgrades. Fred Schweighardt, Sales Representative of HD Supply, said most towns do not have emergency generators but radios have backup storage and as to billing, they need to be sure everyone is on same software system.

SMMUA's responsibility to pay for antenna upgrades and installation out of capital reserve - at the recommendation of the subcommittee - was discussed and all commissioners present were in agreement. Mark Kitrick said a motion would be necessary to authorize same.

HD will set up a separate account for SMMUA for the purchase of the antenna upgrades and installation.

Mr. Kitrick will be authorized to prepare a contract for purchase of the meter portion and each municipality will receive the contract through which they can make their purchases.

Tom Nolan made a motion to enter into the contract and was seconded by Lorraine Carafa. All being in agreement the motion was made to authorize the contract.

The subcommittee, consisting of Lorraine Carafa and Jeffry Bertrand, and Mark Kitrick arranged to meet with Mr. Schweighardt to discuss prices on Tuesday, July 22nd. The water operators and the Wall Township Tax Collector would also attend the meeting.

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

Tom Nolan made a motion to adjourn and was seconded by Lorraine Carafa.

All being in agreement, the regular meeting adjourned at 10:35.