

SOUTHEAST MONMOUTH MUNICIPAL UTILITIES AUTHORITY
MEETING MINUTES
November 3, 2016
9:30 AM

The Southeast Monmouth Municipal Utilities Authority members met in the Wall Township Municipal Building on November 3, 2016. Present were Spring Lake Heights representative Joe May, Spring Lake Borough representative Bryan Dempsey and Brielle Borough representative Bob McArthur and Sea Girt representative Lorraine Carafa. Wall Township representative Jeff Bertrand arrived later to the meeting. Also present were attorney Mark Kitrick, CFO Steve Mayer, NJWSA Controller Susan Buckley, Executive NJWSA Supervisor of Water Operations Don Le Roy, NJWSA Manager Paul McKeon, Wall Township Water Operator Joe Langel, Brielle Administrator Tom Nolan and Spring Lake Heights Administrator Jay Delaney.

The meeting was called to order by Chairman Bryan Dempsey.

Chairman Dempsey read the Open Public Meeting notice.

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

Roll-call was taken by Phyllis Heinle.

Chairman Dempsey called for a motion to approve the October 6, 2016 Meeting Minutes.

Joe May made a motion to approve the minutes.

Bob McArthur seconded the motion and upon roll-call the members voted as follows:

| | |
|-----------------|---------|
| Bob McArthur | Yes |
| Joseph May | Yea |
| Lorraine Carafa | Abstain |
| Jeffry Bertrand | Absent |
| Bryan Dempsey | Yea |

There being 3 yeas, one abstain and no nays, the October 6, 2016 Meeting Minutes were adopted.

Bryan Dempsey called for a motion to approve the October Bill List in the amount of \$223,518.14.

Lorraine Carafa made a motion to approve the October bill list.

Joe May seconded the motion and upon roll-call the members voted as follows:

| | |
|-----------------|-----|
| Bob McArthur | Yea |
| Lorraine Carafa | Yea |

| | |
|-----------------|--------|
| Joseph May | Yea |
| Jeffry Bertrand | Absent |
| Bryan Dempsey | Yea |

There being 4 yeas and no nays, Bryan Dempsey declared the October bill list approved.

Chairman Dempsey called for a motion to open the Public Hearing for adoption of the 2017 Budget. Lorraine Carafa made a motion to open the Public Hearing and was seconded by Joe May. (Jeffry Bertrand arrived at the meeting.) Steve Mayer advised the need for a resolution formally accepting the 2016 Audit and a new requirement that a synopsis of the Audit be published, which had not been done as he was unaware of this new requirement. He advised to carry the adoption to December so both these requirements could be met.

Chairman Dempsey called for a motion to carry the Budget adoption to the December meeting. Lorraine Carafa made a motion to adopt the Budget at the December meeting, was seconded by Jeffry Bertrand all being in agreement, the Budget adoption would be carried to the December meeting.

Mr. Mayer also mentioned that an observation was made by the auditor on the method of payment to CFO and Secretary. Lorraine Carafa and Bryan Dempsey disagreed and said as long as they are paid by 1099, they feel this method is appropriate. Mark Kitrick recommended that unless they are ordered to change this payment method, the same payment type should be kept.

Bryan Dempsey called for a motion to close the Public Hearing. Lorraine Carafa made a motion to close the Public Hearing and was seconded by Jeffry Bertrand and all being in agreement the Public Hearing was closed.

Bryan Dempsey called for a motion to adopt Resolution 2016-10 Accepting the Audit Report FY2015.

Lorraine Carafa made a motion to adopt Resolution 2016-10.

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

| | |
|-----------------|-----|
| Bob McArthur | Yea |
| Lorraine Carafa | Yea |
| Joseph May | Yea |
| Jeffry Bertrand | Yea |
| Bryan Dempsey | Yea |

There being 5 yeas and no nays, Bryan Dempsey declared the resolution adopted.

In new business, Paul McKeon said the treatment plant ran fine on the two filters and they had gone to bid on the underdrain replacement and for second and third underdrain materials to keep them uniform. Bids are due on November 14th and were sent out under emergency status. They went to four contractors who they had worked with before and do this type of work well. They are working on replacement servers which are approved in the capital budget for this year and getting recommendations from consulting engineer to confirm old software can be used with the new servers and will be forwarding a request for resolution. They will be using the State contract. The reservoir is moderately dry at 20% low and this is not critical.

In new business, with regard to the water tank failure in Brielle, Tom Nolan discussed how to defray the cost of replacing the tank. A shared service agreement with Wall was discussed as well as the SMMUA being an ‘umbrella’ for the infrastructure of all the participating towns. A feasibility study was discussed as the water tanks in Wall are of the same age as the failed Brielle water tank. Bryan Dempsey questioned if there was money in the budget to conduct a feasibility study. He suggested the need for an engineering firm that has knowledge of the all the towns’ infrastructures. Mark Kitrick agreed that the SMMUA should have a lead engineer. Bob McArthur is looking to SMMUA to help finance the Brielle Water tank replacement.

Tom Nolan suggested Brielle and Wall do a separate short-term study for now as Brielle needs to interconnect quickly. Jeffry Bertrand said they need to determine how to move massive water amounts from one town to another and an interconnect is essential. Lorraine Carafa said putting out an RFP for SMMUA for an engineer to do a feasibility study, acknowledging that this doesn’t solve Brielle’s current situation but would benefit all the towns.

Tom Nolan suggested that since Wall and Brielle together form a large portion, if their engineers could together figure out what they can do, it may make it easier for the other towns in their study.

Paul McKeon suggested the study should include a hydraulic model of all five towns plus the NJWSA plant and tank as if it was one big system and that a good water engineer firm would include both a structural and hydraulic analysis in the feasibility study.

Bryan Dempsey called for a motion to approve a Resolution for an RFP for a feasibility study to be done. Mark Kitrick confirmed that the RFP should also include immediate services.

Lorraine Carafa made a motion to approve a resolution authorizing an engineering firm to prepare a feasibility study inclusive of immediate services, Bob McArthur seconded the motion, and all being in agreement, Mark Kitrick was authorized to prepare the resolution for approval at the December meeting.

Mark Kitrick said regarding last year's bid for chemicals and hardware discussed at the October meeting, that he had sent out the letters renewing the option for another year which would be in effect for one year from today's date.

Bryan Dempsey called for a motion to adjourn. Lorraine Carafa made a motion to adjourn, was seconded by Jeffry Bertrand, and all being in agreement, the regular meeting adjourned at 10:07AM.