

**SOUTHEAST MONMOUTH MUNICIPAL UTILITIES AUTHORITY**  
**MEETING MINUTES**  
**February 2, 2017**  
**9:30 AM**

The Southeast Monmouth Municipal Utilities Authority members met in the Wall Township Municipal Building on February 2, 2017. Present were Spring Lake Heights representative Joe May, Brielle Borough representative Bob McArthur, Sea Girt representative Lorraine Carafa and Wall Township representative Jeff Bertrand. Spring Lake Borough representative Bryan Dempsey was absent. Also present were attorney Mark Kitrick, CFO Steve Mayer, NJWSA Executive Director Beth Gates, Wall Township Water Operator Joe Langel, Wall Township DPW Director Joe Lentini and Spring Lake Heights Administrator Jay Delaney.

The meeting was called to order by 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 January 5, 2016 Meeting Minutes.

Bob McArthur made a motion to approve the minutes.

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

Bob McArthur	Yea
Joseph May	Yea
Lorraine Carafa	Yea
Jeffry Bertrand	Yea
Bryan Dempsey	Absent

There being 4 yeas and no nays, the January 5, 2017 Meeting Minutes were adopted.

Jeffry Bertrand called for a motion to approve the February Bill List in the amount of \$223,198.09.

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

Bob McArthur 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	Absent

There being 4 yeas and no nays, Bryan Jeff Bertrand declared the February bill list approved.

Jeffery Bertrand called for a motion to adopt Resolution 2017-04 authorizing Closed Session.

Lorraine Carafa made a motion to adopt Resolution 2017-04.

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

Bob McArthur	Yea
Lorraine Carafa	Yea
Joseph May	Yea
Jeffery Bertrand	Yea
Bryan Dempsey	Absent

There being 4 yeas and no nays, Jeffery Bertrand declared the resolution adopted and the meeting went into closed session at 9:47

Jeffery Bertrand asked for a motion to come out of closed session.

Lorraine Carafa made a motion to come out of closed session.

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

Bob McArthur	Yea
Lorraine Carafa	Yea
Joseph May	Yea
Jeffery Bertrand	Yea
Bryan Dempsey	Absent

There being 4 yeas and no nays, closed session adjourned at 10:11 and the public meeting was reopened.

Jeff Bertrand said an RFQ for engineering services had been advertised and the single bid received had been discussed in closed session.

Mark Kitrick stated that the RFQ for consulting engineer for general water and engineering services had been posted in The Coast Star and on the SMMUA website. One proposal had been received from the H2M Architects & Engineers. He had reviewed the proposal which, having met all the requirements, was fully complete.

Jeff Bertrand asked for a motion to appoint H2M as consulting engineer for 2017.

Lorraine Carafa made a motion to appoint H2M as consulting engineer for 2017.

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	Yea
Bryan Dempsey	Absent

There being 4 yeas and no nays, H2M was appointed general consulting engineer.

Mark Kitrick will prepare a resolution for the March meeting formalizing the appointment.

Jeffry Bertrand said there will be a special meeting in the near future to discuss authorizing the engineer to prepare a specific study.

In new business, Beth Gates gave the update on the NJWSA plant saying that operations are normal, running smoothly and the reservoir was 98% full.

There being no further old business and no new business, Jeffry Bertrand called for a motion to adjourn. Lorraine Carafa made a motion to adjourn, was seconded by Joe May, and all being in agreement, the regular meeting adjourned at 10:23 AM.