

**SOUTHEAST MONMOUTH MUNICIPAL UTILITIES AUTHORITY
MEETING MINUTES**

April 4, 2019

9:30 AM

The Southeast Monmouth Municipal Utilities Authority members met in the Wall Township Municipal Building on April 4, 2019. Present were Wall Township representative Jeff Bertrand, Spring Lake Heights representative Joe May, Sea Girt representative Lorraine Carafa and Brielle Borough representative Bob McArthur. Spring Lake Borough representative Bryan Dempsey was absent. Also present were attorney Mark Kitrick, CFO Steve Mayer, NJWSA Executive Director Beth Gates, NJWSA Finance Director Susan Buckley, NJWSA manager Paul McKeon, and NJWSA Operations Supervisor Don Leroy and H2M Director Pat Cole.

The meeting was called to order by Jeffry Bertrand.

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 March 7th Meeting Minutes.

Joe May made a motion to approve the minutes.

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

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

There being 2 yeas and no nays, the March 7, 2019 Meeting Minutes will be moved to the May 2nd Meeting for approval.

Jeff Bertrand called for a motion to approve the April Bill List in the amount of \$242,297.59.

Lorraine Carafa made a motion to approve the April 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, Jeff Bertrand declared the bill list approved.

Jeffrey Bertrand called for a motion to adopt Resolution 2019-06 Authorizing Capital Improvement Purchases And Associated Labor For Improvements Not To Exceed \$59,440.00 And Awarding A Contract To Municipal Maintenance Co.

Jeff Bertrand made a motion to adopt Resolution 2019-06.

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

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

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

Jeffrey Bertrand called for a motion to adopt Resolution 2019-07 Authorizing A Renewal & Replacement & Purchase Of Redundancy System Equipment – Two Siemens Ultrasonic Level Meters.

Joe May made a motion to adopt Resolution 2019-07.

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

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

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

Jeffrey Bertrand called for a motion to adopt Resolution 2019-08 Authorizing A Renewal & Replacement & Purchase Of Redundancy System Equipment – Hatch Brand CL17 Chlorine Residual Meter.

Joe May made a motion to adopt Resolution 2019-08.

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

Bob McArthur	Yea
Lorraine Carafa	Yea
Joseph May	Yea
Jeffrey Bertrand	Yea

Bryan Dempsey Absent

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

Steve Mayer presented a Resolution to Accept the Audit report. After discussion of the resolution's wording, Jeff Bertrand called for a motion to move the resolution to the May meeting and all being in agreement the resolution will be placed on the May agenda. Mark Kitrick will review the resolution for approval at the May meeting.

In old business, Susan Buckley presented each commissioner with a copy of the CY2018 Results of Operations and explained the operations and maintenance expenses highlighted in the report.

Patrick Cole of H2M spoke to Joe May's discussion on reaching out to a non-government organization that assists with small system operations at low cost, saying that H2M could assist in defining a simple scope and some schedule constraints in reaching out to the New Jersey Franchise of Rural Water Association, the non-government organization that assists with small system operations and provides low cost service.

Jeff Bertrand called for a motion authorizing Mr. Cole to prepare a schedule of needs.

Bob McArthur made a motion authorizing the schedule.

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

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

There being 4 yeas and no nays, H2M is authorized to prepare the schedule of needs and services.

Mark Kitrick will prepare a resolution authorizing Pat Cole to prepare a scope of needs.

In new business, Paul McKeon gave an update on the NJWSA plant saying all was running smoothly other than need for renewals requests.

There being no public comment, Jeff Bertrand called for a motion to go into closed session for discussion on Wall Township developments with no action to be taken. Joe May made a motion and was seconded by Lorraine Carafa and all being in agreement the meeting adjourned at 9:57.

Jeff Bertrand called for a motion to reopen the regular meeting. Lorraine Carafa made a motion and was seconded by Joe May and all being in agreement, the meeting reopened at 10:13.

There being no further old or new business and no public comment, Jeff Bertrand called for a motion to adjourn and all being in agreement, the meeting adjourned at 10:15.