

## TOWNSHIP OF NEPTUNE SEWERAGE AUTHORITY

June 20, 2012 Meeting

The meeting for the Township of Neptune Sewerage Authority was held on the above date with the following Authority Commissioners present: James Williams, James Mowczan and Linda Johnson. The following Commissioners were absent: Harry Devine and James W. Manning, Jr. The following consultants were also present: Ms. Aldarelli and Mr. Crane. In addition, Executive Director Tina Della Pietro and Superintendent Chris Kelly were also present.

Secretary Mowczan called the meeting to order at 6:00 p.m. Moment of Silence and Flag Salute. Secretary Mowczan stated that the fire exits are located in the direction that he is indicating, in case of fire you will be notified by bell and or public address system. Secretary Mowczan requested a roll call.

Secretary Mowczan made the following statement. Adequate notice of this meeting has been approved by the delivering of the required advertisement to the Asbury Park Press and the Coaster on January 14, 2012 and by filing a copy of said notices with the clerks of the customer municipalities.

Secretary Mowczan questioned if anyone had any other business that may come before the Authority. None noted.

Secretary Mowczan indicated that Mr. Crane provided his report in the Authority's agenda packet. Mr. Crane stated that he had nothing further to report.

Secretary Mowczan stated that Mr. Kelly's report was included in the agenda packet. Mr. Kelly stated that he had a few updates. He indicated that the third pump

that was installed at the Laird Avenue Pump Station had to be taken off-line and repaired. He stated that the repair should be completed and put back on-line by Tuesday.

Mr. Kelly provided the Commissioners with a previously prepared engineering outline with different alternatives associated with cleaning the digester and other plant upgrades with each alternative costing a few million dollars. The Commissioners discussed the outline for a few minutes.

Secretary Mowczan questioned Mr. Crane on the proposal for the turbo blowers. Mr. Crane stated that he prepared an application to the Office of Clean Energy concerning a potential pay for performance incentive the Authority could utilize of approximately \$20,000, which would reduce the payback period of the turbo blowers to 3.1 years. Mr. Crane stated that he is waiting to hear back from the Office of Clean Energy on the application.

Secretary Mowczan indicated that Chairman Manning arrived at 6:15 p.m.

Secretary Mowczan stated that Ms. Della Pietro's report was included in the Authority's agenda. Ms. Della Pietro stated that she had a few updates to her report. She indicated that the 2011 Audit would be available at the July meeting for review. She also indicated that Ms. Thorn has researched and obtained various quotes for a new copier machine since the existing copier is no longer functioning to its designed abilities. After a few minutes of discussion by the Commissioners, they authorized to lease a new Cannon IR 4051 from Heritage Business Systems.

Lastly, Ms. Della Pietro stated that she provided all of the Commissioners with a copy of the draft accounting manual. Commissioner Williams stated that he has not

finished reviewing the manual. Ms. Della Pietro stated that this manual does not have to be formally adopted.

#### APPROVAL OF MINUTES

Chairman Manning moved, seconded by Commissioner Williams that the Meeting Minutes of May 17, 2012 be approved as distributed. On a voice vote, the vote was as follows: Devine: Absent, Williams: Aye, Mowczan: Aye, Johnson: Abstain and Manning: Aye.

Chairman Manning moved, seconded by Commissioner Williams that the Executive Session Meeting Minutes of May 17, 2012 be approved as distributed. On a voice vote, the vote was as follows: Devine: Absent, Williams: Aye, Mowczan: Aye, Johnson: Abstain and Manning: Aye.

#### RESOLUTIONS

##### No. 4516 – Open Executive Session (6:25 p.m.):

Chairman Manning moved Resolution No. 4516 seconded by Commissioner Williams. On a voice vote, the vote was as follows: Devine: Absent, Williams: Aye, Mowczan: Aye, Johnson: Aye and Manning: Aye.

##### No. 4517 – Adjourn from Executive Session (6:40 p.m.):

Commissioner Mowczan moved Resolution No. 4517 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Absent, Williams: Aye, Mowczan: Aye, Johnson: Aye and Manning: Aye.

No. 4518 – Approve June Payment of Bills:

Commissioner Johnson moved Resolution No. 4518 seconded by Commissioner Mowczan. On a voice vote, the vote was as follows: Devine: Absent, Williams: Aye, Mowczan: Aye, Johnson: Aye and Manning: Aye.

No. 4519 – Authorize the Executive Director to Negotiate and Make an Offer for the Property Located at 636 Old Corlies Avenue:

Commissioner Mowczan moved Resolution No. 4519 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Absent, Williams: Aye, Mowczan: Aye, Johnson: Aye and Manning: Aye.

No. 4520 – Authorize Executive Director to enter into a (5) Year Lease for a New Cannon IR 4051 Copier Machine with Heritage Business Systems:

Commissioner Mowczan moved Resolution No. 4520 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Absent, Williams: Aye, Mowczan: Aye, Johnson: Aye and Manning: Aye.

No. 4521 – Authorize a 3% increase to Barbara Thorn effective June 18, 2012:

Commissioner Johnson moved Resolution No. 4521 seconded by Commissioner Mowczan. On a voice vote, the vote was as follows: Devine: Absent, Williams: Aye, Mowczan: Aye, Johnson: Aye and Manning: Aye.

No. 4522 – Authorize the hiring of Mr. Richard Campo with a start date to be determined as a Plant Operator:

Commissioner Mowczan moved Resolution No. 4522 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Absent, Williams: Aye, Mowczan: Aye, Johnson: Aye and Manning: Aye.

Chairman Manning questioned if anyone from the general public had any business to be brought before the Authority. None noted. A motion was made by Commissioner Williams and seconded by Commissioner Mowczan that the meeting be adjourned at 6:44 p.m. On a voice vote, the vote was as follows: Devine: Absent, Williams: Aye, Mowczan: Aye, Johnson: Aye and Manning: Aye.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'Tina M. Della Pietro', is written over the printed name. The signature is stylized with several loops and a long horizontal stroke extending to the right.

Tina M. Della Pietro