

TOWNSHIP OF NEPTUNE SEWERAGE AUTHORITY
February 19, 2025 Meeting

The meeting for the Township of Neptune Sewerage Authority was held on the above date with the following Authority Commissioners present: James W. Manning, Jr., Harry Devine, James Mowczan, Linda Johnson and William Jones. The following consultants were also present: Ms. Aldarelli, Mr. Fallon, Mr. Fedorchak and Mr. Marmero. In addition, Executive Director Tina Cunningham, Administrative Assistant Chrisoula Foley and Superintendent Adam Holba were present.

Chairman Manning called the meeting to order at 6:00 p.m. Moment of Silence and Flag Salute. Chairman Manning 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. Chairman Manning requested a roll call.

Chairman Manning 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 31, 2024 and by filing a copy of said notice with the clerks of the customer municipalities.

Chairman Manning stated that Mr. Fallon was in attendance tonight to discuss the 2022 Audit. Mr. Fallon presented the 2022 Audit to the Board and stated that the Authority received the best Auditor's opinion and that there were no comments and recommendations within the Audit Report. He stated that the Authority is well run and has no issues to be concerned with. Next, Mr. Fallon discussed page 40 "Budget vs. Actual", Page 15 "Fixed Assets Schedule" and Page 17 "Income Statement".

Chairman Manning stated that the Engineer's Report was submitted for review. Mr. Fedorchak provided updates on the following projects:

- Train 3 Upgrade Project – Mr. Fedorchak discussed the Change of Scope Proposal presented in the agenda packets in the amount of \$72,900.00. Chairman Manning requested a timeline of the project for the next meeting.
- TWA Application – RVE is recommending endorsement of a TWA Application for Express Inn.
- Headworks Project – He stated that all three units have been delivered to TNSA and the contractor has submitted about half of their submittals. He indicated that the DCA had a few questions that were answered by RVE and resubmitted.
- I&I Meetings – TNSA and RVE are scheduling follow up meetings with the respective customer towns.

Chairman Manning questioned Ms. Aldarelli if she had anything to report. She stated that she had nothing pending for open session.

Chairman Manning questioned Mr. Holba if he had anything to report. Mr. Holba provided updates on the following projects:

- BioFor Autostrainer – J. Fletcher Creamer will be starting the project on Thursday.
- Switchyard Preventative Maintenance – TNSA is in receipt of a quote from EMI for cleaning and preventative maintenance of the Authority owned substation in the amount of \$33,615.00.

Chairman Manning questioned Ms. Cunningham if she had anything to add to her report. Ms. Cunningham provided the following updates:

- Performance Bond Certificate (GSL) – Ms. Aldarelli has reviewed and found it to be acceptable.
- Performance Bond Certificate (EMI) – Ms. Aldarelli has reviewed and found it to be acceptable.

- NT Shared Services Agreement (CPR/Confined Space Entry/Fit Testing) – TNSA is in receipt of a one year Shared Services Agreement with Neptune Twp.
- 2025 Rate Hearing – Scheduled to be conducted on Wednesday, March 19, 2025 at 6 p.m.
- Cyber Security Meeting – Scheduled for Thursday, February 27, 2025 at 9:30 a.m.
- Biogas Project – A Kickoff Meeting was conducted on February 11, 2025 with NJNG.

APPROVAL OF MINUTES

Commissioner Johnson moved, seconded by Commissioner Jones that the Meeting Minutes of January 15, 2025 be approved as distributed. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

Commissioner Devine moved, seconded by Commissioner Jones that the Executive Session Meeting Minutes of January 15, 2025 be approved as distributed. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

Commissioner Johnson moved, seconded by Commissioner Devine that the Reorganization Meeting Minutes of February 3, 2025 be approved as distributed. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

RESOLUTIONS

No. 5905 – Open Executive Session:

Commissioner Johnson moved Resolution No. 5905 seconded by Commissioner Jones. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5906 – Adjourn from Executive Session:

Commissioner Johnson moved Resolution No. 5906 seconded by Commissioner Devine. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5907 – Authorize February Payment of Bills:

Commissioner Mowczan moved Resolution No. 5907 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5908 – Authorize the 2022 Audit:

Commissioner Mowczan moved Resolution No. 5908 seconded by Commissioner Devine. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5909 – Authorize RVE to complete the Change of Scope for the Electrical Upgrade Project in the amount of \$72,900.00:

Commissioner Johnson moved Resolution No. 5909 seconded by Commissioner Jones. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5910 – Authorize to Endorse TWA Application for Express Inn:

Commissioner Devine moved Resolution No. 5910 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5911 – Authorize EMI to Perform Preventative Maintenance on the Switch Yard Equipment in the amount of \$33,615.00:

Commissioner Johnson moved Resolution No. 5911 seconded by Commissioner Jones. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5912 – Approve Performance Bond for Garden State Laboratories, Inc.:

Commissioner Jones moved Resolution No. 5912 seconded by Commissioner Devine. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5913 – Approve Performance Bond for Electro Maintenance, Inc.:

Commissioner Johnson moved Resolution No. 5913 seconded by Commissioner Jones. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5914 – Approve a Shared Services Agreement with Neptune Twp. for Confined Space Entry, CPR and Fit Testing:

Commissioner Devine moved Resolution No. 5914 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5915 – Authorize to Remove the Probationary Status of Brian Holland to Permanent:

Commissioner Johnson moved Resolution No. 5915 seconded by Commissioner Jones. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5916 – Authorize to Remove the Probationary Status of Nils Hansen to Permanent:

Commissioner Johnson moved Resolution No. 5916 seconded by Commissioner Jones. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5917 – Authorize to Remove the Probationary Status of Chrisoula Foley to Permanent and authorize a Salary Increase to \$55,000.00:

Commissioner Johnson moved Resolution No. 5917 seconded by Commissioner Jones. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5918 – Authorize to Post for a Plant Operator Position and Assistant Superintendent Position:

Commissioner Jones moved Resolution No. 5918 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5919 – Authorize a Supplemental Retainer to Heritage Technical Services in the amount of \$40,000.00:

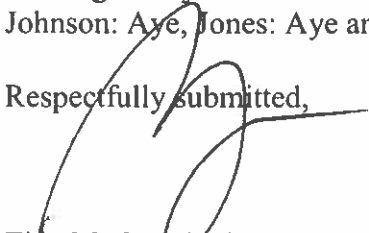
Commissioner Johnson moved Resolution No. 5919 seconded by Commissioner Jones. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 5920 – Authorize to Approve the following Professional Contracts subject to Final Review: NW Financial, R.D. Parisi, Wilentz, Marmero Law, Avakian and Fallon & Company:

Commissioner Devine moved Resolution No. 5920 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

A motion was made by Commissioner Johnson and seconded by Commissioner Devine that the meeting be adjourned at 7:10 p.m. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

Respectfully submitted,


Tina M. Cunningham
Executive Director