

TOWNSHIP OF NEPTUNE SEWERAGE AUTHORITY  
July 16, 2025 Meeting

The meeting for the Township of Neptune Sewerage Authority was held on the above date with the following Authority Commissioners present: Harry Devine, James Mowczan, Linda Johnson, William Jones and James W. Manning, Jr. The following consultants were also present: Ms. Aldarelli (via phone) and Mr. Fedorchak. In addition, Executive Director Tina Cunningham, Superintendent Adam Holba and Administrative Assistant Chrisoula Foley 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, 2025 and by filing a copy of said notice with the clerks of the customer municipalities.

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

- Train 3 plans are at 90% and a meeting will be scheduled with TNSA to review.
- Annual Engineer's Report – Mr. Fedorchak stated that the draft was delivered to TNSA for review.
- Inlet Screen project – The contractor will be mobilizing in the next few weeks.
- East End Ave. Bridge Rehabilitation – A field meeting was conducted and a survey has been completed. RVE is putting together a Scope of Work. Project timeline is about two months.
- TWA Application – RVE is recommending approval of a revised application for Express Inn at Wall.
- RVE will update the schedule of projects for next meeting.

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:

- NJDEP Pre-Holiday Inspection was completed on July 1<sup>st</sup> with no issues to report.
- EPA Inspection has been scheduled for July 24, 2025.
- TNSA failed for exceedance of H<sub>2</sub>S for the 2<sup>nd</sup> qt. TNSA requested assistance from RVE concerning digester operations.
- TNSA is receiving quotes to replace the Jeep Patriot.
- PVP has been installed by Pilot Electric. TNSA is working on a pumping schedule.
- Summer Interns are working out well.
- New full-time operator is working out well.

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

- July Revised Payment of Bills.
- TNSA is requesting to receive Proposals for one Ocean Outfall Inspection.
- TNSA is requesting to increase the bid threshold in accordance with the State Treasury in the amount of \$53,000.
- Tariff language has been reviewed by Ms. Aldarelli and added to the front end bid specifications.

## APPROVAL OF MINUTES

Commissioner Johnson moved, seconded by Commissioner Devine that the Meeting Minutes of June 18, 2025 be approved as distributed. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Abstain and Manning: Aye.

Commissioner Devine moved, seconded by Commissioner Johnson that the Executive Session Meeting Minutes of June 18, 2025 be approved as distributed. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Abstain and Manning: Aye.

## RESOLUTIONS

### No. 5950 – Open Executive Session:

Commissioner Johnson moved Resolution No. 5950 seconded by Commissioner Mowczan. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Aye, Johnson: Aye, Jones: Aye and Manning: Aye.

### No. 5951 – Adjourn from Executive Session:

Commissioner Johnson moved Resolution No. 5951 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. 5952 – Authorize July Revised Payment of Bills:

Commissioner Jones moved Resolution No. 5952 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. 5953 – Authorize Approval of the Express Inn at Wall Twp. Application:

Commissioner Devine moved Resolution No. 5953 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. 5954 – Authorize the QPA to Receive Proposals for One Ocean Outfall Inspection:

Commissioner Johnson moved Resolution No. 5954 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. 5955 – Authorize To Increase the Bid Threshold to \$53,000 and Appoint Tina M. Cunningham as the QPA in accordance with the State Treasury:

Commissioner Devine moved Resolution No. 5955 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. 5956 – Authorize to Approve a Supplemental Retainer to Charles Dutill from Heritage Technical Services in the amount of \$18,827.50:

Commissioner Johnson moved Resolution No. 5956 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. 5957 – Authorize a 4% Increase to Superintendent Adam Holba and make him Permanent Status effective July 31, 2025:

Commissioner Johnson moved Resolution No. 5957 seconded by Commissioner Jones. 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 6:32 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