

TOWNSHIP OF NEPTUNE SEWERAGE AUTHORITY
September 17, 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, Mr. Fallon and Mr. Fedorchak. In addition, Executive Director Tina Cunningham 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, 2025 and by filing a copy of said notice with the clerks of the customer municipalities.

Chairman Manning indicated that Mr. Fallon was at tonight's meeting to discuss the 2023 Audit Report. Mr. Fallon stated that the Authority received the best opinion and no audit comments were noted. Mr. Fallon thanked the Board and excused himself from the meeting at this time.

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

- I&I follow up meetings were conducted with Neptune Twp., OGSA and Neptune City on Tuesday, September 16th.
- Inlet Screen Project started and should be completed within 90 days.
- Electrical Upgrade Project – RVE will be conducting a field visit next week to obtain information to complete the plans and specifications. Chairman Manning requested a timeline of when TNSA will be going out to bid. Mr. Fedorchak stated that hopefully by the end of the year. Chairman Manning requested the timeline for this project and the Train 3 Project.
- 87 Rosewood Place, Neptune City – Mr. Fedorchak stated that his office prepared a Letter of Recommendation for the project which would result in approximately 85 gpd. of wastewater.
- RVE is preparing the Digester Analysis Report, which will be forthcoming.

Commissioner Mowczan questioned if a SCADA system was part of the electrical project. Mr. Fedorchak stated that he was unsure. Commissioner Mowczan requested a plan be put into place moving forward with SCADA projects.

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:

- TNSA is recommending authorization to purchase a 2025 Chevrolet Colorado utilizing the Bergen County Cooperative Pricing System.
- Pre-Holiday DEP Inspection went well.
- The Authority's Bioassay test result was greater than 100%.
- Tinton Falls Manhole Collapse – Mr. Holba stated that J Fletcher Creamer has been on site and making the necessary repairs. The flow should be diverted tomorrow to inspect the line to determine the length of pipe needed to be replaced, he stated. He indicated that the manhole should be installed by the middle of next week.

Commissioner Johnson questioned if this could be a cause of the odor complaints received from the residents. Mr. Holba stated that it could be a possibility but we can't pinpoint the problem. He indicated that the odor control units are working properly and are checked weekly. He stated that the plant is operating at 98% removal. He also indicated that NTOEM conducted plume modeling and the prevailing winds were moving in a southerly direction.

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

- September Revised Payment of Bills.
- Approve a 2 year Performance Bond for Univar.
- Approve a 2 year Performance Bond for Electro Maintenance Inc.
- Authorize to join the Bergen County Cooperative Pricing System.
- Authorize to join the Monmouth-Ocean Educational Services Cooperative Pricing System.
- Cyber Security Meeting, Safety Meeting and Employee & Management Team Meetings were conducted this week.

Commissioner Mowczan stated that during the Safety Meeting the hot topic was prescription safety glass which is being worked on.

Ms. Aldarelli stated that the Authority and its outside contractor are doing a great job with cyber security. She stated that everything is going well.

APPROVAL OF MINUTES

Approve the August 20, 2025 Regular Meeting Minutes:

Commissioner Devine moved, seconded by Commissioner Jones that the Meeting Minutes of August 20, 2025 be approved as distributed. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Abstain, Johnson: Aye, Jones: Aye and Manning: Aye.

Approve the August 20, 2025 Executive Session Meeting Minutes:

Commissioner Johnson moved, seconded by Commissioner Jones that the Executive Session Meeting Minutes of August 20, 2025 be approved as distributed. On a voice vote, the vote was as follows: Devine: Aye, Mowczan: Abstain, Johnson: Aye, Jones: Aye and Manning: Aye.

RESOLUTIONS

No. 5968 – Open Executive Session:

Commissioner Jones moved Resolution No. 5968 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. 5969 – Adjourn from Executive Session:

Commissioner Johnson moved Resolution No. 5969 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. 5970 – Authorize September Revised Payment of Bills:

Commissioner Jones moved Resolution No. 5970 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. 5971 – Authorize Letter of Recommendation for 87 Rosewood Place in the Borough of Neptune City:

Commissioner Johnson moved Resolution No. 5971 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. 5972 – Authorize to Join the Bergen County Cooperative Pricing System:

Commissioner Devine moved Resolution No. 5972 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. 5973 – Authorize a Two Year Performance Bond for Electro Maintenance, Inc.:

Commissioner Jones moved Resolution No. 5973 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. 5974 – Authorize a Two Year Performance Bond for Univar USA LLC, Inc. :

Commissioner Mowczan moved Resolution No. 5974 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. 5975 – Authorize to Purchase One 2025 Chevrolet Colorado Utilizing the Bergen County Cooperative in the amount of \$42,310.00:

Commissioner Jones moved Resolution No. 5975 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. 5976 – Authorize to Join the Monmouth-Ocean Educational Services Cooperative Pricing System:

Commissioner Jones moved Resolution No. 5976 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. 5977 – Authorize 2023 Audit:

Commissioner Jones moved Resolution No. 5977 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. 5978 – Authorize ERS to Make Emergency Repairs to the Laird Ave. Pump Station Wet Well in the amount of \$114,850:

Commissioner Jones moved Resolution No. 5978 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. 5979 – Authorize a Supplemental Retainer in the amount of \$21,000.00 to Heritage Technical Services:

Commissioner Mowczan moved Resolution No. 5979 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. 5980 – Authorize to Award One Underwater Ocean Outfall Inspection to Pile Test, Inc. in the amount of \$89,500.00:

Commissioner Johnson moved Resolution No. 5980 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. 5981 – Authorize to Reclassify TNSA Employee Anthony Newcomb from a Summer Intern to a Full-Time Wastewater Treatment Plant Operator Trainee at a starting salary of \$45,000.00 effective October 1, 2025:

Commissioner Devine moved Resolution No. 5981 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 Devine and seconded by Commissioner Jones that the meeting be adjourned at 7:12 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