

**TOWNSHIP OF NEPTUNE SEWERAGE AUTHORITY**  
**December 17, 2025 Meeting**

The meeting for the Township of Neptune Sewerage Authority was held on the above date with the following Authority Commissioners present: Linda Johnson, William Jones and James W. Manning, Jr. The following Commissioners were absent: Harry Devine and James Mowczan. The following consultants were also present: Ms. Aldarelli 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 stated that the Engineer's Report was submitted for review. Mr. Fedorchak provided updates on the following projects:

- Electrical Upgrade Project – 90% drawings were submitted to TNSA for review. Specifications will be delivered to TNSA tomorrow for review.
- Rules and Regulations – a draft was delivered to TNSA for review.
- Digester 3 – RVE is working with TNSA.
- Headworks Project – Construction is ongoing and field modifications have been coordinated.
- East End Ave. Project – Revised specifications have been delivered to TNSA for review. Most likely a spring project.

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 additional to report. Mr. Holba provided following updates:

- Sludge hauling will be completed Friday, December 19, 2025.
- VFD for Pump No. 3 at the Laird Ave. pump station was damaged and needed to be replaced. ERS will be on-site to start the project in January.
- TNSA had a boiler inspection and a recommendation was noted to replace the Administration boiler. TNSA is obtaining quotes and will have an update at our next meeting in January.
- TNSA received quotes to repair potholes and concrete cracks throughout the plant. TNSA is recommending to repair the Administration Bldg. front entrance and then continue in the spring with the additional work.
- J. Fletcher Creamer has completed the following projects: Tinton Falls bypass and stone and Air Release valve replacement. Pilot completed the diesel pump installation at Laird Ave. P.S.
- TNSA is recommending to dispose of surplus items through GovDeals.

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

- TNSA is required to appoint a Public Agency Compliance Officer for 2026. The Commissioners appointed Tina M. Cunningham as the PACO.
- TNSA is recommending to approve a two year contract extension with Delta Dental at the current rates.
- TNSA was awarded the 2026 SWIF grant totaling \$2,304.00.

## **APPROVAL OF MINUTES**

### **Approve the November 5, 2025 Regular Meeting Minutes:**

Commissioner Johnson moved, seconded by Commissioner Jones that the Meeting Minutes of November 5, 2025 be approved as distributed. On a voice vote, the vote was as follows: Devine: Absent, Mowczan: Absent, Johnson: Aye, Jones: Aye and Manning: Aye.

### **Approve the November 5, 2025 Executive Session Meeting Minutes:**

Commissioner Johnson moved, seconded by Commissioner Jones that the Executive Session Meeting Minutes of November 5, 2025 be approved as distributed. On a voice vote, the vote was as follows: Devine: Absent, Mowczan: Absent, Johnson: Aye, Jones: Aye and Manning: Aye.

## **RESOLUTIONS**

### No. 6004 – Open Executive Session:

Commissioner Jones moved Resolution No. 6004 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Absent, Mowczan: Absent, Johnson: Aye, Jones: Aye and Manning: Aye.

### No. 6005 – Adjourn from Executive Session:

Commissioner Johnson moved Resolution No. 6005 seconded by Commissioner Jones. On a voice vote, the vote was as follows: Devine: Absent, Mowczan: Absent, Johnson: Aye, Jones: Aye and Manning: Aye.

### No. 6006 – Authorize December Payment of Bills:

Commissioner Jones moved Resolution No. 6006 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Absent, Mowczan: Absent, Johnson: Aye, Jones: Aye and Manning: Aye.

### No. 6007 – Authorize Disposal of Surplus Property:

Commissioner Johnson moved Resolution No. 6007 seconded by Commissioner Jones. On a voice vote, the vote was as follows: Devine: Absent, Mowczan: Absent, Johnson: Aye, Jones: Aye and Manning: Aye.

### No. 6008 – Appoint Tina M. Cunningham as Public Agency Compliance Officer for 2026:

Commissioner Jones moved Resolution No. 6008 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Absent, Mowczan: Absent, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 6009 – Authorize a Two-Year Contract Extension with Delta Dental for 2026 & 2027:

Commissioner Johnson moved Resolution No. 6009 seconded by Commissioner Jones. On a voice vote, the vote was as follows: Devine: Absent, Mowczan: Absent, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 6010 – Authorize a One-Year Contract Extension with FCI for Sludge Hauling and Disposal for 2026:

Commissioner Jones moved Resolution No. 6010 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Absent, Mowczan: Absent, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 6011 – Authorize the Executive Director to Solicit for Request for Qualifications for Professional Services:

Commissioner Jones moved Resolution No. 6011 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Absent, Mowczan: Absent, Johnson: Aye, Jones: Aye and Manning: Aye.

No. 6012 – Authorize to Convert Colin Brennan from Probationary Status to Permanent Status:

Commissioner Jones moved Resolution No. 6012 seconded by Commissioner Johnson. On a voice vote, the vote was as follows: Devine: Absent, Mowczan: Absent, Johnson: Aye, Jones: Aye and Manning: Aye.

A motion was made by Commissioner Johnson and seconded by Commissioner Jones that the meeting be adjourned at 6:33 p.m. On a voice vote, the vote was as follows: Devine: Absent, Mowczan: Absent, Johnson: Aye, Jones: Aye and Manning: Aye.

Respectfully submitted,

  
Tina M. Cunningham  
Executive Director