

TOWNSHIP OF NEPTUNE SEWERAGE AUTHORITY

April 20, 2011 Meeting

The meeting for the Township of Neptune Sewerage Authority was held on the above date with the following Authority Commissioners present: Harry Devine (arrived at 6:35 p.m.), Maureen O'Rourke, James Williams, James Mowczan and James Manning, Jr. The following consultants were also present: Ms. Aldarelli and Mr. Crane. In addition, Superintendent Chris Kelly and Executive Director Tina Della Pietro were also 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 27, 2011 and by filing a copy of said notice with the clerks of the customer municipalities.

Chairman Manning asked if anyone had any other business that may come before the Authority. Mr. Curto requested his job back.

Chairman Manning indicated that Mr. Crane provided his report at the last meeting. Mr. Crane indicated that he had nothing to add to his report.

Chairman Manning questioned Ms. Aldarelli if she had anything to report. Ms. Aldarelli stated that she had nothing to report.

Chairman Manning questioned Mr. Kelly if he had anything further to add to his report. Mr. Kelly indicated that he had a few additional items to report.

Mr. Kelly stated that the new Vaughn Chopper Pump was installed by the manufacturer and is in working order. He indicated that he would keep the Authority posted.

Secondly, Mr. Kelly stated that he is meeting with Mr. Crane and his staff on Friday to review the foundation support layout and to coordinate scheduling issues. He indicated that hopefully by the middle of May the pump will be up and running.

Lastly, Mr. Kelly stated that Neptune Township is planning on performing some work at their pump station which will require Neptune to by-pass their station during the construction period. He stated that the Authority experienced a minor overflow over the weekend because of the excess amount of rags clogging the bar rack at the Laird Avenue station. Mr. Kelly stated that the NJDEP was notified and a case number was provided to the Authority. He said the pumps were working fine but the rags were blocking the flow entering the station. Commissioner Mowczan questioned Mr. Kelly if the Pennsylvania Avenue pump station is owned by Neptune and if the Authority owns the Laird Avenue pump station. Mr. Kelly stated that was correct.

Chairman Manning questioned Ms. Della Pietro if she had anything further to add to her report. Ms. Della Pietro stated that she had a few additional items to report.

Ms. Della Pietro informed the Authority that Mr. Fallon began the 2010 Audit and a report should be available for the first meeting in May. She said that everything was going well.

Ms. Della Pietro stated that the Authority received the final signed agreement by all parties for the connection of the 1997 Jumping Brook Road single family dwelling. She stated that the Authority previously approved the draft version of this agreement pending final approval. She indicated that Mr. Crane, Mr. Kelly and Ms. Aldarelli have reviewed the final agreement and found it to be in order.

Ms. Della Pietro stated that she received another draft agreement from Tinton Falls requesting that 1961 Jumping Brook Road be connected to the Neptune Township sanitary sewer system because of a failing septic. She indicated that she sent this agreement to Mr. Crane, Mr. Kelly and Ms. Aldarelli and they all found it to be in order. She informed the Commissioners that she is waiting on the final agreement.

Ms. Della Pietro indicated that she received an e-mail from Mr. Traina of CME indicating that he forwarded the Authority's and CME's comments to the NJDEP for review. She indicated that we are waiting to hear back from the DEP.

Next, Ms. Della Pietro stated that Ms. Aldarelli reviewed all of the professional agreements. She indicated that a few minor issues were noted but were resolved. Chairman Manning stated that the resolution is for the execution of the agreements.

Ms. Della Pietro stated that the Authority received a letter from the NJDEP regarding an amendment to the Monmouth County Wastewater Management Plan. She indicated that she sent it to Mr. Crane, Ms. Aldarelli and Mr. Kelly for review. She indicated that they all agreed that this amendment does not affect TNSA and that consent by the Authority would need to be completed. The Commissioners discussed this matter for a few minutes and agreed to authorize the consent to the amendment.

Ms. Della Pietro stated that the Authority put together a list of surplus items to be sold through a government auction web site. She indicated that those items include a few snow blowers, lawn mover and miscellaneous office equipment. She stated that Ms. Aldarelli reviewed the paperwork for the government auction website and found it to be acceptable. Ms. Aldarelli stated that the Commissioners would need to decide if the Authority would approve of employees bidding on these items. Chairman Manning stated that he does not see a problem with employees bidding on the items. Ms. Della Pietro questioned if the Authority wanted me to send the list of surplus items to the customer towns first before proceeding with the online government auction. Chairman Manning recommended for the Authority to send the list to the customer towns first. He stated that if the items are not sold to than use the online website. Commissioner Mowczan questioned the value of the items. Mr. Kelly stated that the Authority was offered a few hundred dollars for the lawnmower.

Lastly, Ms. Della Pietro stated that she has researched a few payroll services and is recommending the transition from Ceridian to Paychex. She stated that they offer more convenient means of transmitting payroll. She indicated that they would provide one month of free service and they are slightly cheaper than the current payroll provider. The Commissioners discussed this matter for a few minutes and agreed with Ms. Della Pietro's recommendation. Chairman Manning questioned Ms. Della Pietro if she wanted the Authority's authorization at tonight's meeting. Ms. Della Pietro stated that she would get the appropriate paperwork in order.

APPROVAL OF MINUTES

Commissioner O'Rourke moved, seconded by Commissioner Williams that the Meeting Minutes of March 9, 2011 be approved as distributed. On a voice vote, the vote was as follows: Devine: Absent, O'Rourke: Aye, Mowczan: Aye, Williams: Aye and Manning: Aye.

Commissioner O'Rourke moved, seconded by Commissioner Williams that the Meeting Minutes of March 16, 2011 be approved as distributed. On a voice vote, the vote was as follows: Devine: Absent, O'Rourke: Aye, Mowczan: Aye, Williams: Aye and Manning: Aye.

RESOLUTIONS

No. 4400 – Open Executive Session:

Commissioner Mowczan moved Resolution No. 4400 seconded by Commissioner Williams. On a voice vote, the vote was as follows: Devine: Absent, O'Rourke: Aye, Mowczan: Aye, Williams: Aye and Manning: Aye.

(Commissioner Devine arrived at 6:35 p.m.)

No. 4401 – Adjourn from Executive Session:

Commissioner Devine moved Resolution No. 4401 seconded by Commissioner Mowczan. On a voice vote, the vote was as follows: Devine: Aye, O'Rourke: Aye, Mowczan: Aye, Williams: Aye and Manning: Aye.

No. 4402 – April Payment of Bills:

Commissioner O'Rourke moved Resolution No. 4402 seconded by Commissioner Mowczan. On a voice vote, the vote was as follows: Devine: Aye, O'Rourke: Aye, Mowczan: Aye, Williams: Aye and Manning: Aye.

No. 4403 – Approve a Sewer Service Agreement for 1997 Jumping Brook Road:

Commissioner Devine moved Resolution No. 4403 seconded by Commissioner Williams.

On a voice vote, the vote was as follows: Devine: Aye, O'Rourke: Aye, Mowczan: Aye, Williams: Aye and Manning: Aye.

No. 4404 – Approve the Professional Agreements for 2011:

Commissioner Devine moved Resolution No. 4404 seconded by Commissioner O'Rourke. On a voice vote, the vote was as follows: Devine: Aye, O'Rourke: Aye, Mowczan: Aye, Williams: Aye and Manning: Aye.

No. 4405 – Approve the Amendment to the Monmouth County Wastewater Management Plan:

Commissioner Devine moved Resolution No. 4405 seconded by Commissioner Mowczan. On a voice vote, the vote was as follows: Devine: Aye, O'Rourke: Aye, Mowczan: Aye, Williams: Aye and Manning: Aye.

Chairman Manning questioned if anyone from the general public had any business to be brought before the Authority. Commissioner Mowczan questioned if he could attend a one day WEF seminar. The Commissioners all agreed to allow Commissioner Mowczan to attend the WEF seminar.

A motion was made by Commissioner O'Rourke and seconded by Commissioner Williams that the meeting be adjourned at 7:05 p.m. On a voice vote, the vote was as follows: Devine: Aye, O'Rourke: Aye, Mowczan: Aye, Williams: Aye and Manning: Aye.

Respectfully submitted,

Tina M. Della Pietro

