

The regular meeting of the Eatontown Sewerage Authority was held at 6:00 p.m. on October 13, 2015 in the Borough Hall, 47 Broad Street, Eatontown, New Jersey. The Chairman, Brian Charnick, called the meeting to order by making the following statement: "This is a regular meeting of the Eatontown Sewerage Authority made pursuant to Chapter 291 of the Public Meeting Act by declaring notice thereof at least 48 hours prior to this meeting to The Link News and to the Borough Clerk. Notice has also been posted in the public corridor of this Borough Hall."

## **ROLL CALL**

MEMBERS PRESENT:            Brian Charnick  
                                     Ben Caviglia  
                                     Anthony Gaetano  
                                     Peter Berkley  
                                     Herman Redd

MEMBERS ABSENT:            No One

ALSO PRESENT:                Ted Lewis, Executive Director  
                                     John Bonello, Authority Attorney  
                                     John McKelvey, Authority Engineer  
                                     Richard Johnson, Superintendent  
                                     Anita Andrus, Treasurer  
                                     Michelle Hu, Assistant Treasurer

**CITIZENS PRESENT**            No One

## **APPROVAL OF MINUTES**

Mr. Caviglia moved to approve the minutes of the regular monthly meeting held on September 8, 2015 as submitted. The motion was seconded by Mr. Charnick and adopted on a unanimous voice vote.

## **REPORTS OF COMMITTEES, MEMBERS & ENGINEER**

### **Engineering Committee**

There was no Committee's Report.

### **Engineer's Report \***

Mr. McKelvey presented his report with no additions.

### **Superintendent's Report \***

Mr. Johnson offered his report with the following additions:

- **Vac-Con Truck/Utility Truck**

Mr. Johnson contacted the state contractor whom the Authority purchased the previous truck from. At present, the contractor doesn't have any state contract trucks. They will submit a quote to Mr. Johnson as soon as they have it.

- **Borough G.I.S. Mapping/ESA As-Builts**

Mr. Johnson has been continuing work on manhole numbers. He is taking all the numbers from ESA as-built plans to incorporate with the Borough G.I.S. mapping system.

### **Executive Director's Report \***

Mr. Lewis offered his report with no additions.

## **UNFINISHED BUSINESS**

- **Route 35/Mall Jug Handle Repair Issue**

J.F. Kiely Construction Company has completed all the work with the exception of final paving and has tentatively scheduled the paving for late October. T&M Associates has reviewed J.F. Kiely Construction Company's invoice, confirmed the quantities and unit prices are correct, and recommend approval of payment for the total amount of \$40,534.32.

- **Steve Patterson's Trailer Donation**

Mr. Lewis reported that the Police Department is interested in getting one storage trailer to replace an existing one in the impound yard. The Building Department has no objection to the Authority placing a storage trailer at the maintenance yard.

- **Frozen Peaks Grease Trap, Monmouth Mall**

The owner of Frozen Peaks removed the electrically powered grease interceptor and replaced it with a manual one without approval of the Authority. Their engineer explained that the store sells yogurt products and the operation does not produce any grease. The heat element of the electrically powered grease trap cooked the yogurt cultures and caused an odor problem and resulted in customers leaving the store. Therefore, the owner removed the electrically powered grease interceptor and replaced it with a manual one. Mr. Johnson reported that their contractor cleans and maintains the manual grease trap on a regular basis. The Board discussed the issue and granted a waiver to Frozen Peaks from the requirement of the installation of a hydromechanical grease interceptor and permission to continue using the existing manual one based upon the nature of the business.

- **Additional Space Issue**

The court clerk's offices have been vacant for a couple of years. There is an office with a window that opens to the lobby. This office can be used for collection of sewer payments. There are two more offices next to it. The space is much bigger than the Authority's current office and does not need many modifications. Mr. Charnick indicated that if there are any improvements needed, the Authority will pay for the expenses. Mr. Lewis will schedule a

meeting with the Mayor, Dennis Connelly, and the Borough Administrator, George Jackson, to discuss the possibility of utilization of the vacant court clerk's office as the Authority's office. The Board gave a consensus to proceed in this manner.

- **Change of Meeting Time**

The Board discussed changing the meeting time to 5:00 p.m. or 5:30 p.m. Mr. Charnick has concerns about the need for the public to have access to the meetings if it starts at 5:00 p.m. He pointed out that people who work from 9:00 a.m. to 5:00 p.m. might need time to come to the meeting. Mr. Lewis reported that in the past, the Authority had very few times when the public attended the meetings. The Authority generally knows ahead of the time if someone will attend the meeting. The order of the agenda can be adjusted if necessary. In addition, some other public entities that have much bigger operations have their meetings scheduled in the middle of afternoons. The board members and professionals voted and passed the change of the meeting time from 6:00 p.m. to 5:00 p.m. commencing in the November, 2015 meeting.

***Mr. Charnick introduced a motion to change the scheduling of the meetings beginning with the November meeting to start at 5:00 p.m. The motion was seconded by Mr. Caviglia and adopted on the following roll call vote:***

ROLL CALL

AFFIRMATIVE: Brian Charnick, Ben Caviglia, Anthony Gaetano, Peter Berkley, and Herman Redd  
NEGATIVE: None  
ABSTENTION: None  
ABSENT: None

## NEW BUSINESS

- **Resolution No. 2015-10-01, Granting Final Approval and Closing the Eagle Specialty Coffee Project, 76-A Highway 35, B-904, L-6**

The owners of Eagle Specialty Coffee previously submitted an application seeking a waiver from the requirement for the installation of a hydromechanical grease interceptor and authorization to install a manual grease interceptor. The applicant had submitted the appropriate plans for the connection of the manual interceptor to only the 3-compartment sink, and the proposed manual grease interceptor meets the projected flow criteria as required by the Authority Engineer. The Authority Superintendent, Richard Johnson, has conducted a final inspection on the grease interceptor and found it has been completed in accordance with Authority standards.

***Mr. Charnick offered a Resolution granting final approval for the installation of a manual grease interceptor to Eagle Specialty Coffee at 76-A Route 35. The Resolution was seconded by Mr. Redd and adopted on the following roll call vote:***

ROLL CALL

AFFIRMATIVE: Brian Charnick, Ben Caviglia, Anthony Gaetano, Peter Berkley, and  
Herman Redd  
NEGATIVE: None  
ABSTENTION: None  
ABSENT: None

- **Resolution No. 2015-10-02, Granting Approval to Affordable Housing Alliance, Spring House, 155 South Street, B-1401, L-32**

Affordable Housing Alliance has submitted plans for the construction of a new 2 ½ story building consisting of seven residential units for multi-family residential use at 155 South Street. The improvements will include a new 6" sanitary sewer lateral to divert flows to the Authority 8" VCP sanitary sewer main located on South Street. The applicant has submitted the appropriate site plans and specifications for the connection of their premises to the sewer system. The Authority Engineer has reviewed the plans submitted and found that they met the engineering requirements set forth in the ESA Rules and Regulations.

***Based on the Authority Engineer's recommendation, Mr. Charnick offered a Resolution granting approval to Affordable Housing Alliance Spring House located at 155 South Street. The Resolution was seconded by Mr. Caviglia and adopted on the following roll call vote:***

ROLL CALL

AFFIRMATIVE: Brian Charnick, Ben Caviglia, Anthony Gaetano, Peter Berkley, and  
Herman Redd  
NEGATIVE: None  
ABSTENTION: None  
ABSENT: None

**BILLS & TRANSFERS**

**BILLS**

***Resolution to authorize paying the bills in the amount of \$84,521.01 as submitted from the operating account in Central Jersey Bank was offered by Mr. Charnick, seconded by Mr. Redd, and adopted on the following roll call vote:***

ROLL CALL

AFFIRMATIVE: Brian Charnick, Ben Caviglia, Anthony Gaetano, Peter Berkley, and  
Herman Redd  
NEGATIVE: None  
ABSTENTION: None  
ABSENT: None

## APPROVAL OF TRANSFERS FROM THE FOLLOWING ACCOUNTS

TD Revenue Trust to Central Jersey Bank Operating Account: (October, 2015 Operating Expenses)	\$ 84,521.01
TD Revenue Trust to Central Jersey Bank Payroll Account: (November, 2015 Salaries)	+ \$ 33,134.28
Total Transfers:	<hr/> \$ 117,655.29

***Resolution to authorize the monthly transfers from TD revenue trust account to Central Jersey Bank operating account to pay the bills in the amount of \$84,521.01, to Central Jersey Bank payroll account for the payroll of November, 2015 in the amount of \$33,134.28 was offered by Mr. Charnick, seconded by Mr. Gaetano, and adopted on the following roll call vote:***

### ROLL CALL

AFFIRMATIVE: Brian Charnick, Ben Caviglia, Anthony Gaetano, Peter Berkley, and Herman Redd  
NEGATIVE: None  
ABSTENTION: None  
ABSENT: None

***Resolution to authorize payments for capital improvements from Central Jersey Bank operating account to T&M Associates for Year 2 sanitary sewer improvements in the amount of \$481.79, for Highway 35 sewer repair contract administration and inspection in the amount of \$301.08, and to J.F. Kiely Construction Company for Highway 35 Monmouth Mall jug repair in the amount of \$40,534.32 was offered by Mr. Charnick, seconded by Mr. Gaetano, and adopted on the following roll call vote:***

### ROLL CALL

AFFIRMATIVE: Brian Charnick, Ben Caviglia, Anthony Gaetano, Peter Berkley, and Herman Redd  
NEGATIVE: None  
ABSTENTION: None  
ABSENT: None

## EXECUTIVE SESSION

A motion to go into Executive Session at 6:30 p.m. for the purpose of discussing legal matters was offered by Mr. Charnick, seconded by Mr. Redd, and adopted on a unanimous voice vote.

Upon completion, the Executive Session was closed. The board members returned to the Regular Session at 7:10 p.m. and passed the following Resolution.

***Mr. Charnick offered a Resolution authorizing settlement with the Two Rivers Water Reclamation Authority in accordance with the Agreement and Mutual Release with TRWRA.***

***The Resolution was seconded by Mr. Gaetano and adopted on the following roll call vote:***

**ROLL CALL**

**AFFIRMATIVE:** Brian Charnick, Ben Caviglia, Anthony Gaetano, Peter Berkley, and  
Herman Redd

**NEGATIVE:** None

**ABSTENTION:** None

**ABSENT:** None

**ADJOURNMENT**

With no further business to address, Mr. Charnick adjourned the meeting at 7:10 p.m.

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Assistant Treasurer

***\* All reports of Committees, Members & Engineer are available for the public to review in the Authority's office and can also be reviewed online.***