

The regular meeting of the Eatontown Sewerage Authority was held at 5:10 p.m. on February 9, 2016 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. Gaetano moved to approve the minutes of the regular monthly meeting held on January 12, 2016 as submitted. The motion was seconded by Mr. Charnick and adopted on a unanimous voice vote.

REPORTS OF COMMITTEES, MEMBERS, & ENGINEER

Engineering Committee

- **Old Deal Road Pump Station**

Mr. Caviglia presented a brief summary to the Board with regard to the electrical issues at the Old Deal Road Pump Station. On January 2, 2016, Old Deal Road Pump Station experienced a total power failure causing two pumps and a phone line to be damaged. Due to the damage of the phone line, Mr. Johnson and his team didn't get the alarm of the power failure from the station. After being notified by the Eatontown Police Department, the maintenance crew

arrived at the station and found out that both pumps were already damaged. Shortly after the crew set up the Authority's bypass pump, the pump failed to work, so they had to call Municipal Maintenance for assistance immediately. Municipal Maintenance then put in their bypass pump on site. The total rental cost is approximately \$6,000. While the damaged pumps were sent to Pilot Electric to be rebuilt, the Authority was contacting the insurance company to find out coverage for the claim. After the investigation of the power issues, T&M Associates recommended installation of controls for electric panels and contacting JCP&L to request a three-phase power supply to the station. Based upon their suggestion, Municipal Maintenance installed the new pump controls and protection devices to protect the pumps from future problems. The re-built pumps reinstalled on February 5, 2016 which cost \$7,000 have been operating since then. In addition, T&M has submitted an application on behalf of the Authority to JCP&L to request a three-phase power service to the station. Mr. McKelvey also reported that Mark Desider from JCP&L has started some layout work at the station, but this service change could take several months to be implemented.

Mr. Lewis indicated that a power surge caused the two pumps to be damaged at Old Deal Road Pump Station two years ago; the Authority rebuilt the pumps and installed new control and line load breakers to protect them from future problems. However, through this investigation, according to the T&M electrical engineer, the damages were not caused by a power surge; it was a failure of one of the phases' operation. Phase instabilities contributed the damage to the pumps. Old Deal Road Pump Station never had a three-phase delta service.

Mr. Johnson reported that the phone lines were damaged several times over the years when there was a power failure or a storm event. Mr. Berkley and Mr. Johnson suggested installing a wireless phone alarm system, but it could be expensive to create a wireless alarm backup system. Mr. Johnson will do some research on it.

Mr. Caviglia commented that Mr. Johnson and his team did a very good job on keeping the station operating during the snow storm.

Executive Director's Report *

Mr. Lewis offered his report with the following additions:

- **JIF Seminar**

The Two River Water Reclamation Authority will host an Employment Practices Liability Training session at their location on February 16, 2016. Each Elected Official of the Eatontown Sewerage Authority who attends the training will receive a \$250 deduction on the ESA's insurance premium. Mr. Berkley would like to attend the seminar at the TRWRA. ESA will provide commissioners with additional training schedules.

- **Snow Blower**

In the middle of the snow storm, Mr. Johnson called Mr. Lewis to request purchasing a new snow blower. The existing one, purchased in January, 1978, has been used for almost 38 years. Mr. Lewis commented that Mr. Johnson and his crew have been taking good care of their equipment.

Superintendent's Report *

Mr. Johnson offered his report with no additions.

Engineer's Report *

Mr. McKelvey presented his report with the following addition:

- **Future Capital Projects**

Mr. Caviglia and Mr. Lewis will set up a meeting to discuss priorities for the five potential future capital projects.

UNFINISHED BUSINESS

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

Mr. McKelvey reported that J.F. Kiely Construction Company completed the final paving on Highway 35. T&M is still waiting for Kiely to submit a payment request for review and approval and the NJDOT to perform a final inspection.

- **Additional Space Issue**

The Authority has not heard from Ms. Virginia East on the space issue.

NEW BUSINESS

- **Acquisition of Portable Bypass Pump**

Because of the high rental cost at the Old Deal Road Pump Station, Mr. Caviglia requested Mr. McKelvey and Mr. Johnson evaluate all of the Authority's pump stations and find a suitable bypass pump unit to replace the existing one. Mr. Caviglia suggested the Board authorize purchasing the new portable bypass pump Mr. McKelvey recommended. This type of pump is capable of handling bypass pumping at the Authority's pump stations. T&M has obtained two quotes and will attempt to get a third one. It costs about \$50,000 for a new portable bypass pump unit.

Mr. Lewis asked the Board if the Authority can directly purchase the pump as an emergency preparation without going through a bidding process. Mr. Bonello indicated the Authority technically might have to put it out for bid, but if there is a possibility of failure of a major pump station, that is an emergency.

The Board discussed and determined that there is an emergency situation with a possible breakdown of a major pump station without a bypass pump as a necessary backup to provide the service to its large community. The emergency exists and the Authority can purchase the bypass pump to prevent a pump station from collapse without going out to bid pursuant to the statute.

Mr. Caviglia offered a Resolution authorizing the Authority Executive Director to solicit three quotes and coordinate with the Authority Engineer to purchase the most convenient portable bypass pump. The Resolution was seconded by Mr. Berkley 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

- **Purchase of New Truck #31**

The Authority had budgeted to purchase a new utility truck in 2016. However, due to unanticipated costs at the Old Deal Road Pump Station and maintenance building repairs, Mr. Lewis suggested postponing the purchase of the new truck that would cost about \$50,000. Since it would cost less to purchase a new truck through the state program than buying it from local dealers, the Board gave a consensus to proceed with the purchase through the state program contingent upon availability of the funds. Mr. Johnson has acquired a quote from a State Contractor.

Mr. Caviglia offered a Resolution authorizing the Executive Director to purchase a new four wheel drive utility truck replacing the existing truck subject to available funds. The Resolution was seconded by Mr. Berkley 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 Change Order #1 for Year 2 Sanitary Sewer Rehab**

The Authority has entered into a Contract with Aqua Infrastructure Rehabilitation Company for addressing various sources of infiltration and structural defects within the sanitary sewer system. It has been determined that there is a need for additional time to complete the project due to the limited available work time during the holiday season. The proposed Change Order will not result in any additional cost to the Authority. Mr. John McKelvey, the Authority Engineer, has reviewed the Change Order and recommended that it be approved.

Based on the Authority Engineer's recommendation, Mr. Charnick offered a Resolution authorizing the Authority to enter into a Change Order with Aqua Infrastructure Rehabilitation Company extending the deadline for the work to be completed to February 28, 2016. 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

BILLS

Resolution to authorize paying the bills in the amount of \$47,323.55 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: (February, 2016 Operating Expenses)	\$ 47,323.55
TD Revenue Trust to Central Jersey Bank Payroll Account: (March, 2016 Salaries)	+ \$ 34,410.12
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Total Transfers:	\$ 81,733.67

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 \$47,323.55, and to Central Jersey Bank payroll account for the payroll of March, 2016 in the amount of \$34,410.12 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

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 \$3,671.77 and for Highway 35 sewer repair contract administration and inspection in the amount of \$1,128.75 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

ADJOURNMENT

With no further business to address, Mr. Charnick adjourned the meeting at 5:45 p.m.

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.***