

The regular meeting of the Eatontown Sewerage Authority was held at 5:00 p.m. on March 8, 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
 Herman Redd

MEMBERS ABSENT: Peter Berkley

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 February 9, 2016 as submitted. The motion was seconded by Mr. Charnick and adopted on a unanimous voice vote.

REPORTS OF COMMITTEES, MEMBERS, & ENGINEER

Engineering Committee

- **Future Capital Projects**

Mr. Caviglia reported to the Board that Mr. Lewis and he had a meeting to discuss future capital improvement projects. As a result of the meeting, they recommended the following priority list:

- (1) Continue with the Year 3 manhole rehabilitation project;
- (2) Proceed with the additional 200 manholes identified by Mr. Johnson and his team;
- (3) Upgrade two diesel generators to natural gas generators;
- (4) Replace Brookwood Pump Station and include a new natural gas generator;

- (5) With regard to force main inspections and lining of sanitary sewer easements, they suggested this work be postponed and discussed more in the future.

As a result of electrical issues, the two pumps at Old Deal Road Pump Station were damaged. The JCP&L infrastructure at the site is an open delta which may have burned the two pumps. T&M Associates had requested JCP&L change the service from an open delta to a full delta for the station. Mr. Charnick indicated that an electrical upgrade for all pump stations is a high priority. The Authority should make sure that the power source provided by JCP&L is not an open delta to other stations. If there are any, they should be upgraded to 3-phase service. Mr. Charnick suggested Mr. Lewis consult with the borough electrical inspector regarding the issue and also contact Association of Environmental Authorities to see if other Authorities had encountered the same electrical problems. Mr. Bonello will provide the Authority with contact information for an experienced electrical consultant who is a commissioner of Ocean Township.

Mr. McKelvey will prepare an engineering services proposal for the manhole rehabilitation work and will submit it to the members for review before the April meeting.

Executive Director's Report *

Mr. Lewis offered his report with the following additions:

- **Fort Monmouth Redevelopment**

Ms. Ballard sent a letter to the developer's engineer indicating that most of the sewers will not be reused as part of the redevelopment project due to the poor conditions of the existing sewers. But the main 15" trunk line within the Avenue of Memories is in reasonable good condition and may be re-useable. The existing Authority 27" interceptor sewer within Fort Monmouth has sufficient capacity for the proposed townhome development. The developer's engineer would like to set up a meeting with the Authority to introduce the proposed project. Mr. Caviglia, Mr. Redd, Mr. Lewis, and the Authority Engineer will attend the meeting.

- **JIF Insurance Seminar**

Mr. Caviglia attended the Employment Practices Liability Training session at Two Rivers Water Reclamation Authority (TRWRA). ESA will receive a \$250 deduction on JIF premium.

- **2016 TRWRA Billing**

Mr. Charnick, Mr. Bonello, and Mr. Lewis will meet to discuss details of the agreement before a meeting with Mr. Gianforte, the Executive Director of TRWRA. Mr. Lewis will set up the meeting with TRWRA. Mr. Charnick and he will attend the meeting.

- **Fort Monmouth Golf Course**

The Authority received a response from Rick Harrison of FMERA suggesting ESA install a meter device to measure the flows from the golf course and Howard Commons area since the Borough of Tinton Falls wants ESA to account for this flow. Currently, the flows from the golf course and Howard Commons area enter the pipes in Tinton Falls and then discharge into

TRWRA's system. After the Army stopped paying for the charges, Borough of Tinton Falls has been paying for the flows since then.

The golf course is privately owned and operated independently. Mr. Bonello recommended the Authority send a letter to the Army or a responsible party informing them the Authority will institute a process to start charging the golf course based on water usage if it is in the Authority's service area. Whoever is responsible for Howard Commons is responsible for paying the flows going into TRWRA. However, because the golf course and Howard Commons are not connected into the ESA's sanitary sewer system and are residuals of Fort Monmouth, the Borough of Tinton Falls may consider getting money back from the Army or a party who is responsible for the residuals of Fort Monmouth.

The Board is also concerned about inflow and infiltration problems in the Howard Commons area. Due to the poor condition of the sewer system in the area, additional wastewater flows from I&I are measured by the Tinton Falls meter and charged by TRWRA for the treatment of the volumes of flows.

Mr. McKelvey reported that a meter company T&M works with can put a flow meter in an existing manhole and set up readings that are able to transmit to the Authority directly. The Board discussed the matter and didn't think the Authority should pay for the cost of installation of the meter.

Superintendent's Report *

Mr. Johnson offered his report with the following additions:

- **Wireless Alarm System**

The Authority has 13 pump stations; eight of them had installed the SCADA system. Mr. Johnson contacted the contractor who put in the Verbatim SCADA system for the stations and learned that the contractor has a wireless option for the SCADA system. Mr. Johnson would like to set up a meeting with the contractor. Mr. Lewis and Mr. Berkley will be attending the meeting.

- **3 Fieldstone Court**

The home owner of 3 Fieldstone Court complained that the sewer backed-up into the basement. Mr. Johnson and his crew checked the cleanout and cleared the lateral with the Vac-Con Truck. It appeared that the New Jersey American Water Company had a water main break. While repairing their line, they broke our sewer lateral. They repaired our line without notifying us and subsequently the fernco coupling they used disconnected from the sewer lateral. J.F. Kiely Construction Company repaired the lateral, but it cost the Authority a few thousand dollars. Mr. Johnson took pictures on the site and documented it. Since the NJAWC is liable for the repair, the Board would like Mr. Lewis to contact NJAWC for reimbursement of the repair cost.

Engineer's Report *

Mr. McKelvey presented his report with the following addition:

- **Old Deal Road Pump Station**

The T&M electrical engineer coordinated with JCP&L and requested the service change to a fully 3-phase Delta service at the pump station from an open delta currently installed. Mr. McKelvey recommended the Authority proceed with the JCP&L fixed cost agreement and pay the cost of \$7,595.40 for the service change to the pump station. Mr. Johnson reported that other stations also have open delta installed and suggested upgrading them to 3-phase service. The Board discussed it and determined to proceed with JCP&L to upgrade Old Deal Road Pump Station and file a claim later.

UNFINISHED BUSINESS

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

NJDOT performed a final inspection and found the paving has not been completed by J.F. Kiely Construction Company and would like to schedule a meeting on site to discuss the paving with T&M Associates and J.F. Kiely. Mr. McKelvey reported that the meeting will be set up for March 11th or earlier in the week of March 14th.

- **Additional Space Issue**

Mr. Jackson, Councilman Regan, and Councilman Gonzalez toured the Authority's office on March 8, 2016. The Borough is currently working on the office space issue.

- **Purchase of New Truck #31**

The Authority was authorized to purchase a new 4 wheel drive pickup truck through the state bid contract at the February meeting. It will cost approximately \$52,000. Mr. Johnson will follow up with it.

- **Acquisition of Portable Bypass Pump**

The Board authorized the Authority proceed with purchasing a Godwin unit at the February meeting. Mr. McKelvey is coordinating with the vendor to find out what the process is.

NEW BUSINESS

- **Close-Out Project: Enterprise Eatontown, 5 Highway 36, Block 2304, Lot 65**

The Eatontown Sewerage Authority had previously granted approval to Enterprise Holding, LLC to modify the existing building at 5 Highway 36 to a rental car business. The applicant had previously submitted the appropriate site plans, construction plans, and engineering specifications indicating that the proposed modification would include a preparation bay with a drainage mat and oil and water separator that would tie into the existing sanitary sewer lateral. The Authority Engineer, John McKelvey, was responsible for supervising this project. He has conducted a final inspection of the subject property, and advised that all sanitary sewer

improvements have been completed in accordance with the plans and specifications previously submitted and that the existing lateral is in good condition.

Based on the Authority Engineer's recommendations, Mr. Charnick offered a Resolution authorizing closing out the project for Enterprise Rent-A-Car and releasing the remaining escrow funds subject to payment of any outstanding engineering and Authority fees. The Resolution was seconded by Mr. Caviglia and adopted on the following roll call vote:

ROLL CALL

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

NEGATIVE: None

ABSTENTION: None

ABSENT: Peter Berkley

BILLS

Resolution to authorize paying the bills in the amount of \$54,094.93 as submitted from the operating account in Central Jersey Bank 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, and Herman Redd

NEGATIVE: None

ABSTENTION: None

ABSENT: Peter Berkley

APPROVAL OF TRANSFERS FROM THE FOLLOWING ACCOUNTS

TD Revenue Trust to Central Jersey Bank Operating Account: (March, 2016 Operating Expenses)	\$ 54,094.93
TD Revenue Trust to Central Jersey Bank Payroll Account: (April, 2016 Salaries)	+ \$ 34,410.12
	<hr/>
Total Transfers:	\$ 88,505.05

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 \$54,094.93, and to Central Jersey Bank payroll account for the payroll of April, 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, and Herman Redd

NEGATIVE: None

ABSTENTION: None

ABSENT: Peter Berkley

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 \$3,318.82, for Highway 35 sewer repair contract administration and inspection in the amount of \$44.25, and to Aqua Infrastructure dba Tristate Grouting, Inc. for Year 2 sanitary sewer improvements payment #1 in the amount of \$22,912.40 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, and Herman Redd

NEGATIVE: None

ABSTENTION: None

ABSENT: Peter Berkley

EXECUTIVE SESSION

A motion to go into Executive Session at 5:45 p.m. for the purpose of discussing a personnel matter was offered by Mr. Gaetano and adopted on a unanimous voice vote.

Upon completion, the Executive Session was closed. The board members returned to the Regular Session at 6:10 p.m.

ADJOURNMENT

With no further business to address, Mr. Charnick adjourned the meeting at 6:10 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.***