

The regular meeting of the Eatontown Sewerage Authority was held at 5:00 p.m. on May 10, 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  
                                     Peter Berkley  
                                     Herman Redd

MEMBERS ABSENT:            Anthony Gaetano

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 April 12, 2016 as submitted. The motion was seconded by Mr. Berkley and adopted on a unanimous voice vote.

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

### **Engineering Committee**

There was no Committee's Report.

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

Mr. Lewis offered his report with no additions.

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

Mr. Johnson offered his report with the following addition:

- **Wampum Park Pumping Station**

Mr. Johnson reported that the display function of the MagFlo meter at the Wampum Park Pump Station is no longer working. To purchase a new meter will cost at least \$9,040.00. He indicated that it is good to have a new meter, but it is not critical since the Authority has a portable meter that can perform a spot check if necessary. The Board discussed the issue and decided to use the existing portable flow meter to record the flow at any pump stations.

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

Mr. McKelvey presented his report with the following additions:

- **Year 2 Capital Improvement Program**

Aqua Infrastructure came across a couple of defects where T&M had recommended one type of repair, but Aqua Infrastructure was recommending a different repair. After re-examining it, Mr. McKelvey agreed with Aqua's plan to do the repair. It will change the contract, and the cost will be slightly greater than the originally proposed amount, but there are sufficient funds in the contract to cover the increase.

- **Pump Station Electrical Service and Equipment Survey**

Mr. Charlie Hopkins, an electrical engineer of T&M, and Mr. Johnson performed a survey of electrical services and equipment at all the stations. They discovered that several stations don't have Transient Voltage Surge Suppression (TVSS) equipment, and some other stations don't have full phase protection; they only have phase protection related to Automatic Transfer Switches (ATS). Several stations have the open delta service similar to the service at the Old Deal Road Pump Station. Eatoncrest Pump Station is the only station with power problems at this time. Mr. McKelvey recommended the Board consider a similar upgrade service approved for the Old Deal Road Pump Station for the Eatoncrest Pump Station. Mr. Lewis suggested that Mr. Caviglia, Mr. Johnson, and he should have a meeting with the authority engineers to review the report and discuss the urgent repairs. As per the Board's request, Mr. McKelvey will provide an estimated cost of the repairs.

### **UNFINISHED BUSINESS**

- **Additional Space Issue**

Mr. Lewis reported that Councilwoman East contacted him on May 4<sup>th</sup> and told him the Borough Council Committee had a meeting to discuss the space issue, and the borough architect is working on revisions for the old Court Clerk area to create space for the Authority.

- **New Truck #31**

Mr. Johnson reported that he contacted Mr. Michael Drahuschak of Winner Ford regarding the new truck status. Currently, Mr. Drahuschak has not yet received a production date, and he will let Mr. Johnson know if he has any updates on the new truck.

- **Old Deal Road Pump Station Quotes for Electrical Work**

Mr. McKelvey prepared specifications for recommended control panel and control equipment improvements, and he requested quotes from four contractors. The Authority received two quotes for this work on May 6, 2016, but the other two bidders declined to bid.

The lowest bidder is Electro Maintenance Inc. for the total amount of \$23,075.00. T&M has worked with Electro Maintenance, Inc. on similar projects, and their performance has been satisfactory. Mr. McKelvey required Electro Maintenance Inc. to provide a warrantee on the work they have performed. Based on the review of bid documents and past experience, Mr. McKelvey recommended the contract for Old Deal Road Pump Station Controls improvements be awarded to Electro Maintenance, Inc. Mr. McKelvey believes that the pump station should operate well after JCP&L upgrades the service and Electro Maintenance completes the work on the control panel and equipment improvements.

***Mr. Caviglia offered a Resolution to award the contract to Electro Maintenance for the total amount of \$23,075.00 based upon the submission of the quotes to the Authority Engineer under the Resolution declaring an emergency to provide for the electrical work at Old Deal Road Pump Station. The Resolution was seconded by Mr. Redd and adopted on the following roll call vote:***

**ROLL CALL**

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

NEGATIVE: None

ABSTENTION: None

ABSENT: Anthony Gaetano

**NEW BUSINESS**

**Close-Out of the Following Projects:**

- **Resolution #2016-05-01: 11 Meridian Road, B-3701 L-16.01  
(Release Performance Bond and Remaining Escrow Funds)**

11 Meridian, LLC, had submitted plans to construct a single story building for medical offices and parking spaces. The applicant had submitted the appropriate site plans, architectural plans, and engineering specifications for the installation of a new sanitary sewer lateral for connection of their premises to the sewer system. The Authority Engineer was responsible for supervising this project. John McKelvey, P.E., has conducted a final inspection and advised that the applicant has satisfactorily completed all improvements. Since the sanitary sewer portion of this project included the installation of a lateral and there was no sewer extension required, the requirement for the owner to provide a maintenance bond is removed for this project, and the performance bond is to be released.

***Based upon the Authority Engineer's recommendation, Mr. Charnick offered a resolution to authorize closing out the project for 11 Meridian, LLC, releasing the performance bond previously posted, and returning the remaining escrow funds upon payment of any outstanding costs, engineering fees, 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, Peter Berkley, and Herman Redd

NEGATIVE: None

ABSTENTION: None

ABSENT: Anthony Gaetano

- **Resolution #2016-05-02: LGR Associates, Crossroads @ Eatontown, B-2901, L-1-5 (Release Performance Bond and Remaining Escrow Funds)**

LGR Associates submitted the appropriate plans and engineering specifications for the construction of a new lateral for the proposed addition to the existing building. The new 6" PVC sanitary sewer lateral was connected to the Authority's existing 8" PVC sanitary sewer system behind the sidewalk at the intersection of Wall Street and Parker Road. The Authority Engineer, John McKelvey, conducted a final inspection and advised that the applicant had satisfactorily completed all improvements, and LGR Associates is not required to post a maintenance bond.

***Based upon the Authority Engineer's recommendation, Mr. Charnick offered a resolution to authorize closing out LGR Associates' project for Crossroads @ Eatontown, releasing the performance bond previously posted, and returning the remaining escrow funds upon payment of any outstanding costs, engineering fees, 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, Peter Berkley, and Herman Redd

NEGATIVE: None

ABSTENTION: None

ABSENT: Anthony Gaetano

- **Resolution #2016-05-03: MV's Best-Renovations Project, B-802, L-2 (Release Remaining Escrow Funds)**

The owner of 132 Lewis Street had submitted the appropriate site plans, architectural plans, and engineering specifications for the installation of a grease trap in Unit B-8. However, this project had not yet been approved by the Authority Engineer. The Authority has been advised by the owner that the application is being withdrawn.

***Mr. Charnick offered a resolution to authorize closing out the MV's Best-Renovations project and releasing the remaining escrow funds previously posted upon payment of any outstanding costs, engineering fees, 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, Peter Berkley, and Herman Redd

NEGATIVE: None

ABSTENTION: None

ABSENT: Anthony Gaetano

**Audi of Eatontown, 95 Highway 36, B-2401, L-55**

- **Resolution #2016-05-04: Releasing Existing Performance Bond and Replacing with a New One**

Schneider & Nelson had previously posted performance bond #FP0022402 with the Eatontown Sewerage Authority for the Audi of Eatontown project. On November 16, 2015, the Penske Automotive Group took over the project from Schneider & Nelson. The Penske Automotive Group has secured the required performance bond to replace the bond posted by Schneider & Nelson.

***Mr. Charnick offered a resolution to authorize releasing the existing Performance Bond posted by Schneider & Nelson (Bond #FP0022402) and replacing it with a new Performance Bond posted by Penske Automotive Group (Bond #9209201) for the Audi of Eatontown project. The Resolution was seconded by Mr. Redd and adopted on the following roll call vote:***

**ROLL CALL**

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

NEGATIVE: None

ABSTENTION: None

ABSENT: Anthony Gaetano

**COMMUNICATIONS**

The Authority received an email from NJUA JIF informing that ESA is qualified for the 2015 Safety Incentive Program. Mr. Charnick commented that Mr. Johnson and his team have been doing a good job all these years on getting the job done safely, following safety procedure, and preventing safety issues from happening.

**BILLS**

***Resolution to authorize paying the bills in the amount of \$194,578.16 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, Peter Berkley, and Herman Redd

NEGATIVE: None

ABSTENTION: None

ABSENT: Anthony Gaetano

## APPROVAL OF TRANSFERS FROM THE FOLLOWING ACCOUNTS

TD Revenue Trust to Central Jersey Bank Operating Account: (May, 2016 Operating Expenses)	\$ 194,578.16
TD Revenue Trust to Central Jersey Bank Payroll Account: (June, 2016 Salaries)	+ \$ 34,410.12
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Total Transfers:	\$ 228,988.28

***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 \$194,578.16, and to Central Jersey Bank payroll account for the payroll of June, 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, Peter Berkley, and Herman Redd  
NEGATIVE: None  
ABSTENTION: None  
ABSENT: Anthony Gaetano

***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 \$409.94, for Year 3 manhole rehabilitation work in the amount of \$364.00, for Highway 35 sewer repair contract administration and inspection in the amount of \$136.94, and to Aqua Infrastructure Rehabilitation Co., LLC dba Tri-State Grouting for Year 2 sanitary sewer rehabilitation work through February 29, 2016 in the amount of \$147,176.40 was offered by Mr. Charnick, seconded by Mr. Redd, and adopted on the following roll call vote:***

### ROLL CALL

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

## ADJOURNMENT

With no further business to address, Mr. Charnick adjourned the meeting at 5:40 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.***