

The regular meeting of the Eatontown Sewerage Authority was held at 5:00 P.M. on November 13, 2018 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
 Jeanna Migliaccio (newly appointed)
 Herman Redd

MEMBERS ABSENT: Peter Berkley

ALSO PRESENT: Ted Lewis, Executive Director
 John Bonello, Attorney
 Kevin O’Keeffe, representing Authority Engineer
 Richard Johnson, Superintendent
 Michelle Hu, Treasurer
 Gloria Aderton, Assistant Treasurer

CITIZENS PRESENT None

APPROVAL OF MINUTES

Mr. Caviglia moved to approve the minutes of the regular meeting held on October 9, 2018. 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 Report.

Executive Director’s Report *

Mr. Lewis presented his report with the following addition:

- **Fort Monmouth / Army Engineers**

The Board members agree that there should be an engineer present to protect the Authority’s interests while the Army Corps of Engineers (ACE) is performing remediation on the Authority’s easement near the sewer line. The ACE has refused to post the escrow needed to pay for an engineer so the Authority has decided to submit the engineer’s eventual invoice to the ACE

and, if they decline to pay it, then the Authority will cover the expense to a maximum of \$5,000 (the amount of escrow requested by the engineer).

Superintendent's Report *

Mr. Johnson presented his report with the following additions:

- **C-8 NJDEP Compliance and Enforcement Inspection**

Mr. Johnson is pleased to report that there were no violations discovered as a result of the NJDEP's inspection. The inspector visited the Old Deal Road pumping station as a follow-up from the previous vandalism incident and, while he had no specific recommendations for enhanced security, he expressed approval of the Authority's potential enhancements such as cameras.

- **C-7 Bangkok House**

Mr. Charnick mentioned that he contacted the Department of Public Works (DPW) regarding this issue of grease contaminating the stream behind Bangkok House and discovered that DPW contacted the NJ Division of Fish and Wildlife and not the NJDEP, as per their procedure.

Engineer's Report *

Mr. O'Keeffe presented the Engineer's report with the following addition:

- **Eat-In-Town Eatontown, LLC**

Mr. O'Keeffe noted that the developer has removed the restaurant component of the project but is aware that if they decide to add a restaurant in the future they will need to go through the application process again to include a grease trap and pay any additional required fees as a result of increased flows.

UNFINISHED BUSINESS

- **GIS Program Status**

Office personnel are working on getting in touch with Michael Stephens at the Monmouth County Board of Health to discuss the best way to migrate data from paper as-built drawings to the ArcGIS software.

- **Office Network Upgrade**

We are waiting for an available weekend day to migrate office personnel to our server, tentatively scheduled for December 8, 2018.

- **NJEIT Application and Asset Management Program**

No change.

- **Upgrade Security Measures at the thirteen Pump Stations**

No change, except as briefly noted earlier in Superintendent's report.

NEW BUSINESS

- **Introduction and Approval of 2019 Budget**

The Authority's 2019 budget has been completed by the auditor and is ready to be introduced and approved so it can be submitted to the state.

Mr. Charnick offered a Resolution introducing and approving the 2019 Budget. The resolution was seconded by Mr. Redd and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Brian Charnick, Ben Caviglia, Herman Redd, and Jeanna Migliaccio

NEGATIVE: None

ABSTENTION: None

ABSENT: Peter Berkley

- **Resolution #2018-11-01: Setting Forth Reasons for Delay in Approving 2019 Budget**

The Authority's annual budget was due to be submitted to the state by October 31, 2018 but was delayed while waiting for the estimate of fees from the regional sewerage treatment authority as those fees encompass a significant portion of the overall budget.

Mr. Charnick offered a Resolution setting forth the reasons for delay in approving the 2019 Budget. The resolution was seconded by Mr. Caviglia and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Brian Charnick, Ben Caviglia, Herman Redd, and Jeanna Migliaccio

NEGATIVE: None

ABSTENTION: None

ABSENT: Peter Berkley

- **Resolution #2018-11-02: Closing Out Beechwood Townhome Project and Releasing Escrow Funds, 74 Tinton Avenue, Block 401, Lot 19**

Lesko Management had submitted plans, engineering specifications, and paid escrow funds to the Authority for the development of the property located at 74 Tinton Avenue into a 17 unit townhome community. Lesko Management notified the Authority by way of a letter dated October 11, 2018 that the project has been sold to another developer and they requested the return of remaining escrow funds.

Mr. Charnick offered a Resolution to close out the Beechwood Townhome Project and release escrow funds for the project located at 74 Tinton Avenue, Block 401, Lot 19. The resolution was seconded by Mr. Redd and adopted on the following roll call vote:

ROLL CALL

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

- **Resolution #2018-11-03: Closing Out Convenience Store Project and Releasing Escrow Funds, 775 Hope Road, Block 1802, Lot 6**

The developer of the property located at 775 Hope Road, 95 Hope Road LLC, had applied to and received approval from the Authority in 2014 for a new sanitary sewer lateral to be installed as part of the construction of a convenience store. The property has not been developed and the owner is no longer proceeding with their application. In addition to returning escrow funds, the previously paid connection fees will also be refunded as the Authority has an interlocal agreement with Tinton Falls to waive the connection fees for properties in this specific area.

Mr. Charnick offered a Resolution to close out the convenience store project and release escrow funds and return the connection fees for the project located at 775 Hope Road, Block 1802, Lot 6. The resolution was seconded by Mr. Redd and adopted on the following roll call vote:

ROLL CALL

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

- **Resolution #2018-11-04, Renewing Vac-Con Truck Agreement with the Borough of Eatontown from December 1, 2018 to November 30, 2020**

The Authority owns and operates a Vac-Con truck and the Borough occasionally has need of the services provided by this truck for the maintenance of storm water sewers. The Authority and the Borough have agreed to renew the existing shared services agreement detailing the rental of the Vac-Con truck by the Borough and the sharing of maintenance costs for another two years.

Mr. Caviglia offered a Resolution to renew the Vac-Con Truck Agreement with the Borough of Eatontown subject to the Commissioner's reviewing certain questions. The resolution was seconded by Mr. Charnick and adopted on the following roll call vote:

ROLL CALL

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

BILLS

Resolution to authorize paying the bills in the amount of \$65,012.38 as submitted from the operating account in Kearny Bank was offered by Mr. Charnick, seconded by Mr. Caviglia, and adopted on the following roll call vote:

ROLL CALL

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

APPROVAL OF TRANSFERS FROM THE FOLLOWING ACCOUNTS

TD Revenue Trust to Kearny Bank Operating Account and Payroll Account:

(November, 2018 Operating Expenses)	\$ 65,012.38
(December, 2018 Salaries)	+ \$ 35,070.17

Total Transfers: \$100,082.55

Resolution to authorize the monthly transfers from the TD Bank revenue trust account to Kearny Bank operating account to pay the bills in the amount of \$65,012.38, to Kearny Bank payroll account for the payroll of December, 2018 in the amount of \$35,070.17 was offered by Mr. Charnick, seconded by Mr. Redd, and adopted on the following roll call vote:

ROLL CALL

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

Resolution to authorize payments for capital improvements from the Kearny Bank operating account to T&M Associates for sewage collection system rehab work in the amount of \$3,720.00 was offered by Mr. Charnick, seconded by Mr. Redd, and adopted on the following roll call vote:

ROLL CALL

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

ADJOURNMENT

With no further business to address, Mr. Charnick moved to adjourn the meeting at 5:38 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.***