

The regular meeting of the Eatontown Sewerage Authority was held at 5:17 P.M. on January 8, 2019 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  
                                      Peter Berkley  
                                      Ben Caviglia  
                                      Jeanna Migliaccio

MEMBERS ABSENT:            Herman Redd

ALSO PRESENT:                Ted Lewis, Executive Director  
                                      John Bonello, Attorney  
                                      Christine Ballard, Authority Engineer  
                                      Richard Johnson, Superintendent  
                                      Michelle Hu, Treasurer  
                                      Gloria Aderton, Assistant Treasurer  
                                      Lori Flynn, Office Clerk

**CITIZENS PRESENT**            None

## **APPROVAL OF MINUTES**

Mr. Caviglia moved to approve the minutes of the regular meeting held on December 11, 2018. The motion was seconded by Mr. Charnick and adopted on a unanimous voice vote.

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

### **Engineering Committee**

Mr. Caviglia mentioned that the geotechnical engineer performed the soil borings at the Old Orchard Pump Station and they will be forwarding their report to the Authority Engineer.

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

Mr. Lewis presented his report with the following addition:

- **Water Company Premise Number Issue**

Mr. Lewis spoke with the owner of the property located at 36 Eaton Road regarding their past due balance and the offer they submitted prior to the last meeting to settle for an amount calculated from their water usage in the winter months. He determined that the offer is reasonable and recommends that the Board accept the compromise. The owner has been informed that next year the property will be billed based on actual usage and it is the owner's responsibility to install a deduct meter at the property to avoid irrigation water being included in future bill calculations.

***Resolution to authorize settlement with C&H Industries, LLC for their past due sewer bill balance resulting from a problem with water meter readings in the amount of \$1,050.40 was offered by Mr. Caviglia, seconded by Mr. Charnick, and adopted on the following roll call vote:***

ROLL CALL

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

**Superintendent's Report \***

Mr. Johnson presented his report with the following additions:

- **C3 NJDOT Sidewalk/Curb & Paving Project**

Mr. Johnson identified problems with a few of the manholes that were impacted by the NJDOT's project and has received confirmation from the DOT's project manager that these issues will be resolved, mainly cleaning asphalt out of the manhole cover rim area.

- **A7 ESA Manhole Root Treatments**

Mr. Charnick asked if any one type of tree has been identified as being more problematic than others when it comes to their roots damaging laterals. Mr. Johnson indicated that they are not making notes of which trees are causing the problems and Mr. Charnick mentioned that this is one of the trends the GIS system will be able to track and this information can then be forwarded to the borough's Shade Tree Commission for future planning.

**Engineer's Report \***

Mrs. Ballard presented her report with the following additions:

- **Lining of ACP Sewers**

Mrs. Ballard said that the project is out for bid with a January 24, 2019 scheduled bid opening (date in report is incorrect) and indicated that there is a good deal of interest and she hopes to be able to award the project at the next board meeting.

- **Fort Monmouth, Sun Eagles**

Mrs. Ballard has been in contact with the developer, Martelli Group, and said that the current plan includes some proposed sewer lines at a depth of 14 feet which is problematic for maintenance and she has requested that they rework the layout of the lines. Mr. Charnick mentioned that the width of the streets was brought up at a recent FMERA meeting as a potential issue as they may be too narrow to be accepted by the Borough and subsequently by the Authority. Mrs. Ballard noted that the developer hasn't yet made a formal submission of their plans and there are still issues they're discussing. She added that there is an existing ejector pump at the banquet facility and the developer has been advised that if they choose to keep that pump they will be responsible for its maintenance. They are also working on the draft agreement with Tinton Falls and it is currently with the Tinton Falls engineer and from there will be handed over to the respective attorneys for review.

- **Fort Monmouth, Army Landfill Closures and Remediation**

(This issue came up later in meeting but is being put here for the sake of clarity) Mr. Charnick mentioned that at the last FMERA meeting the Army still refuses to pay for an engineer to be at the site during the remediation and there is some concern over how ownership of the contaminated area, part of which is on an Authority easement, will be transferred. Mr. Bonello pointed out that the easement has already expired and the property will eventually be turned over to either FMERA or to the Borough, however, as a matter of statute the Authority retains the right to have lines within the public right-of-way so there will be no loss of access. He added that even after the property is transferred, the Army still retains the responsibility for remediation. Mrs. Ballard noted that the Army is handling remediation by way of putting a 2 foot deep soil cap on top of the contaminated area to prevent casual contact from the surface. This will not prevent the contamination from spreading and will require the Authority to get a landfill opening permit from NJDEP if we ever need to work on the line and also require additional steps when closing the work area, such as replacing the soil cap.

## **UNFINISHED BUSINESS**

- **Geographic Information System Update**

The county GIS office has been contacted to find out what GPS equipment they have in-house and what would be involved in borrowing or renting it to complete the list of manholes in the ArcGIS software.

- **Office Network Upgrade**

We are in the process of scheduling a date to perform the transition from the peer-to-peer office network and onto the file server.

- **NJEIT Application and Asset Management Program**

We are building the data fields for the ArcGIS software so that we collect all the relevant data at one time when adding or editing assets in the GIS software.

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

Mr. Charnick contacted the County Office of Emergency Management and they suggested filing a police report to have the damage noted on record.

- **Replacement of Old Orchard Pump Station Wet Well**

Mrs. Hu requested an estimate of the cost for the engineering fee from Mrs. Ballard for the repairs at Old Orchard.

- **County RIM Program**

Mr. Berkley requested that we sign four copies of the contract, keep one in the office and send three copies to the county for signature. Mr. Charnick asked if there was a way out of the agreement in case the Authority decides to opt out in the future and Mr. Berkley said that there was a 90 day notice termination clause in the contract.

## **NEW BUSINESS**

- **Retiree Health Benefits clarification**

Mr. Lewis requested a decision from the Board on whether or not retirees are entitled to the eye care allowance which is currently offered to active employees but is not specified as being part of the retiree health care package in the employee handbook. The allowance is currently \$275 per employee per year and, after a brief discussion, it was decided to offer the benefit as part of the retiree health care package.

***Mr. Charnick offered a motion to continue to pay the eye care allowance to retirees, it was seconded by Mr. Caviglia, and passed on a unanimous voice vote.***

- **Employee Appreciation Dinner**

Mr. Caviglia asked if there was any discussion regarding the Authority's employee appreciation dinner yet and Mrs. Migliaccio offered to start making plans.

- **Resolution #2019-01-01: Approving the Application of Bedell, LLC for the Quick Chek Project, 164 Highway 35, Block 2302, Lot 1**

Bedell, LLC has submitted an application to demolish an existing, vacant, one-story, 11,284 square foot building on Block 2302, Lot 1 and construct a Quick Chek with 5,496 square feet of retail space and a gasoline station. The applicant has submitted the appropriate site plans, architectural plans and engineering specifications necessary to (a) install and connect a new grease trap interceptor at the northeast corner of the building; and (b) connect to the existing 8" sanitary sewer main in State Highway 35 via saddle connection. The Authority Engineer has reviewed the plans and they have met the engineering requirements set forth in the Authority's rules and regulations.

**Mr. Charnick offered a Resolution approving the application of Bedell, LLC for the Quick Chek Project, 164 Highway 35, Block 2302, Lot 1, subject to the payment of all application, review, connection and surcharge fees and posting of the appropriate Performance Bond. The resolution was seconded by Mr. Berkley and adopted on the following roll call vote:**

**ROLL CALL**

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

**BILLS**

**Resolution to authorize paying the bills in the amount of \$42,841.36 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, Peter Berkley, and Jeanna Migliaccio  
 NEGATIVE: None  
 ABSTENTION: None  
 ABSENT: Herman Redd

**APPROVAL OF TRANSFERS FROM THE FOLLOWING ACCOUNTS**

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

(January, 2019 Operating Expenses)	\$ 42,841.36
(February, 2019 Salaries)	34,814.12
(2018 Annual Employer Appropriation to PERS)	+ 49,315.00
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Total Transfers:	\$ 126,970.48

**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 \$42,841.36, to Kearny Bank payroll account for the payroll of February, 2019 in the amount of \$34,814.12, and to Kearny Bank payroll account for the 2018 annual employer appropriation to PERS in the amount of \$49,315.00 was offered by Mr. Charnick, seconded by Mr. Caviglia, and adopted on the following roll call vote:**

**ROLL CALL**

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

***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 \$6,936.99 was offered by Mr. Charnick, seconded by Mr. Caviglia, and adopted on the following roll call vote:***

**ROLL CALL**

**AFFIRMATIVE:** Brian Charnick, Ben Caviglia, Peter Berkley, and Jeanna Migliaccio

**NEGATIVE:** None

**ABSTENTION:** None

**ABSENT:** Herman Redd

**ADJOURNMENT**

With no further business to address, Mr. Caviglia moved to adjourn the meeting at 6:10 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.***