

The regular meeting of the Eatontown Sewerage Authority was held at 5:00 P.M. on July 9, 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  
Herman Redd  
Ben Caviglia  
Peter Berkley  
Jeanna Migliaccio

**ALSO PRESENT:** Ted Lewis, Executive Director  
Herb Volner, Superintendent  
John Bonello, Attorney  
Andre Kalisz, representing Authority Engineer  
Michelle Hu, Treasurer  
Gloria Aderton, Assistant Treasurer  
Lori Flynn, Office Clerk

**CITIZENS PRESENT** None

## **APPROVAL OF MINUTES**

Mr. Charnick moved to approve the minutes of the regular meeting held on June 11, 2019. The motion was seconded by Mr. Redd 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 additions:

- **JCP&L Damage Tinton Avenue**

The Authority's claim for damages was rejected by JCP&L so Mr. Bonello will be sending an on-demand letter and then bringing a suit against the company.

- **FMERA**

Mr. Charnick requested a status update on a previous action item which involved Mrs. Ballard getting information from FMERA regarding an MOU with Oceanport and plans on future development and design questions. Mr. Lewis hasn't been able to get an update as Mrs. Ballard is out of the office due to personal reasons but will speak with her when she returns. The meeting with FMERA originally set for July 10<sup>th</sup> will be rescheduled to accommodate her.

- **Staff Changes**

Mr. Bonello has confirmed that the Authority can pay Mr. Johnson the balance of his unused sick leave.

***Resolution to authorize payment of accumulated sick leave to Mr. Johnson (retired superintendent) in the amount of \$35,048.94 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, Peter Berkley, and Jeanna Migliaccio

NEGATIVE: None

ABSTENTION: None

ABSENT: None

- **Old Orchard Pump Station**

Mr. Caviglia expressed concern at the progress of replacing or repairing the pump station as the situation requires some degree of urgency given the high probability of the pumps failing in the near future due to the damaged wet well. Mr. Bonello offered assurances that now that the correct people are in the communications loop things should progress more quickly. Regardless, the project will need to be put out to bid so it will be some time before construction begins. Mr. Volner said that they can have the necessary bypass pumps up and running within an hour if the current pumps fail or are no longer able to operate. Mr. Kalisz said that the engineers have done as much preliminary work as possible and once the easement has been acquired they will be ready to move forward.

Mr. Charnick asked for an update on the request that Quick Chek had put in last month regarding clarification on the discharge of condensate into the sewer system. Mr. Lewis spoke with Mrs. Ballard and they acknowledged that in the past the Authority has allowed condensate from interior refrigeration equipment (not HVAC systems) to be discharged into the sewer system and so this would be a permitted action for Quick Chek. The Eatontown plumbing inspector was advised of this decision.

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

Mr. Volner presented his report with the following addition:

- **Vac-Con Truck**

The Vac-Con truck is out of service and was towed earlier today by Transaxle to their facility to have the transmission repaired. The fix should be covered under warranty. Mr. Berkley suggested that next year's budget include the possibility of purchasing a new truck as this one is over 20 years old and beginning to require more frequent and costly maintenance. Mr. Bonello suggested that Mr. Lewis meet with the accountant and discuss funding options as part of next year's budget planning process.

**Engineer's Report \***

Mr. Kalisz presented the engineer's report with no additions.

**PROGRESS OF PROJECTS**

- **Sewer Collection System Rehabilitation**

As noted in Superintendent's and Engineer's reports.

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

Discussed previously.

**UNFINISHED BUSINESS**

- **Geographic Information System Update**

We have started connecting the mapped manholes by adding pipes to our GIS system.

- **Office Network Upgrade**

The focus of office staff has been on implementing the GIS program and no additional progress has been made on moving over to the file server.

- **NJEIT Application and Asset Management Program**

Mr. Kalisz will talk to Mrs. Ballard about the requested proposal to perform an asset management inventory.

- **Emergency Incident Plans**

No significant update and this is an ongoing effort.

- **County RIM Program**

Office staff has begun using the system and uploading various kinds of documents. This will be an ongoing project.

- **Fort Monmouth Excavation/Easement**

Mr. Lewis believes that the Army Corps of Engineers has all the information they need in order to renew the soon-to-expire 50 year easement and is waiting to hear back from them.

- **75 Tinton Avenue Emergency Lateral Repair**

Discussed previously.

- **Proposals for Updating New Wordpress Themes for ESA's Website**

We will be contacting AVM Internet Solutions to work on updating the ESA's website.

## NEW BUSINESS

- **Resolution #07-01-2019: Approving the Application of Eatontown 35 Developers, LLC, for the Wawa Project, 308 Highway 35, Block 3702, Lots 1-7 & 24-30**

Eatontown 35 Developers, LLC, has submitted plans for the demolition of an existing restaurant facility and the construction of a Wawa convenience store with fueling station. The applicant has submitted the appropriate site plans, architectural plans and engineering specifications necessary for the connection of their premises to the sewer system. 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 Eatontown 35 Developers, LLC, for the Wawa Project, 308 Highway 35, Block 3702, Lots 1-7 & 24-30 subject to the payment of all application, review, and connection fees and posting of the appropriate Performance Bond. The resolution was seconded by Mr. Caviglia and adopted on the following roll call vote:***

ROLL CALL

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

NEGATIVE: None

ABSTENTION: None

ABSENT: None

- **Resolution #07-02-2019: Approving Time Extension Change Order No. 1 for Sewage Collection System Rehabilitation Project**

The Authority previously awarded a contract to National Water Main Cleaning Company to install lining in the interior of a number of pipes that are leaking but structurally sound which was to be completed by June 24, 2019. National Water Main Cleaning Company has requested an extension of time to complete the project which would not increase the amount of the contract and the Authority Engineer has reviewed the contract and has no objection to this change.

***Mr. Charnick offered a Resolution approving the time extension requested by National Water Main Cleaning Company for the completion of the lining project. The resolution was seconded by Mr. Redd and adopted on the following roll call vote:***

ROLL CALL

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

NEGATIVE: None  
ABSTENTION: None  
ABSENT: None

- **Resolution #07-03-2019: Approving the Application of Lakeview Townhomes at Eatontown, LLC, 74 Tinton Ave, Block 401, Lot 19**

Lakeview Townhomes at Eatontown, LLC, has submitted plans for the demolition of an existing rooming house and the construction of two (2) new townhome buildings with a total of twelve (12) units as well as the conversion of the second rooming house into an additional three (3) townhouse units, for a total of 15 units. The applicant has submitted the appropriate site plans, architectural plans and engineering specifications necessary for the connection of their premises to the sewer system. 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 Lakeview Townhomes at Eatontown, LLC, 74 Tinton Ave, Block 401, Lot 19 subject to the payment of all application, review, and connection fees and posting of the appropriate Performance Bond. The resolution was seconded by Mr. Caviglia and adopted on the following roll call vote:***

ROLL CALL

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

NEGATIVE: None

ABSTENTION: None

ABSENT: None

- **Purchase of Fujitsu Scanner**

The Authority has need of a document scanner in order to effectively utilize the County RIM system and desires to purchase the model recommended by the software vendor.

***Mr. Charnick offered a Resolution approving the purchase of a Fujitsu scanner for the approximate price of \$900. The resolution was seconded by Mr. Redd and adopted on the following roll call vote:***

ROLL CALL

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

NEGATIVE: None

ABSTENTION: None

ABSENT: None

## BILLS

***Resolution to authorize paying the bills in the amount of \$628,864.69 as submitted from the operating account in Kearny 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, Herman Redd, Peter Berkley, and Jeanna  
Migliaccio  
NEGATIVE: None  
ABSTENTION: None  
ABSENT: None

## APPROVAL OF TRANSFERS FROM THE FOLLOWING ACCOUNTS

TD Revenue Trust to Kearny Bank Operating Account and Payroll Account:	
(July, 2019 Operating Expenses)	\$ 628,864.69
(August, 2019 Salaries)	+ \$ 25,300.14
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Total Transfers:	\$ 654,164.83

***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 \$628,864.69, to Kearny Bank payroll account for the payroll of August, 2019 in the amount of \$25,300.14 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, Peter Berkley, and Jeanna  
Migliaccio  
NEGATIVE: None  
ABSTENTION: None  
ABSENT: None

***Resolution to authorize payments for capital improvements from the Kearny Bank operating account to National Water Main for sewage collection system rehab work in the amount of \$140,343.64, Pilot Electric Company for Wampum pump station repair in the amount of \$4,792.60, and T&M Associates for the sewage collection system rehab work in the amount of \$1,358.00, for a total payment of \$146,494.24 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, Peter Berkley, and Jeanna  
Migliaccio  
NEGATIVE: None  
ABSTENTION: None  
ABSENT: None

## **ADJOURNMENT**

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