

A Public Hearing for the 2019 Connection Fee of the Eatontown Sewerage Authority was held at 5:10 P.M. on December 10, 2019 in the Borough Hall, 47 Broad Street, Eatontown, New Jersey. The 2019 connection fee was increased from \$1,896.00 to \$1,934.00 and adopted on a unanimous voice vote. No public attended the Hearing. The Minutes of the Hearing were transcribed by Betsy Condiotti & Associates, Court Reporting Services.

A Public Hearing for the adoption of the 2020 Budget of the Eatontown Sewerage Authority was held at 5:15 P.M. on December 10, 2019 in the Borough Hall, 47 Broad Street, Eatontown, New Jersey. No public attended the Hearing.

The regular meeting of the Eatontown Sewerage Authority began at 5:20 P.M. in the Borough Hall, 47 Broad Street, Eatontown, New Jersey on December 10, 2019 following public hearings for the 2019 connection fee and adoption of the 2020 budget. 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
Matthew Jacobs (via telephone initially and then in person)

ALSO PRESENT: Ted Lewis, Executive Director
Herb Volner, Superintendent
John Bonello, Attorney
Christine Ballard, Authority Engineer
Robert Oliwa, Auditor
Stephen Colvell, Auditor
Betsy Condiotti, Court Reporter
Michelle Hu, Treasurer
Gloria Aderton, Assistant Treasurer
Lori Flynn, Office Clerk

MEMBERS ABSENT: Peter Berkley
Jeanna Migliaccio

CITIZENS PRESENT None

APPROVAL OF 2019 CONNECTION FEE

Mr. Oliwa has proposed an increase in the Authority's connection fee from \$1,896.00 to \$1,934.00 per unit. The calculation utilized an estimate of the service units at December 31, 2018. The Board approved the 2019 connection fee in the amount of \$1,934.00.

Based upon Mr. Oliwa's recommendations, Mr. Charnick offered a Resolution adopting the 2019 connection fee of \$1,934.00. The Resolution was seconded by Mr. Redd and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Brian Charnick, Herman Redd, and Matthew Jacobs

NEGATIVE: None

ABSTENTION: None

ABSENT: Peter Berkley and Jeanna Migliaccio

ADOPTION OF 2020 BUDGET

Mr. Oliwa reported that the 2020 budget has been formulated through worksheets and discussed with the Authority staff. The Budget was submitted to the State of New Jersey Bureau of Financial and Authority Regulations. Mr. Paul Ewert, the Supervising Municipal Finance Auditor, reviewed the submitted budget and compared the 2019 audit report to the amounts and disclosures in the 2020 budget document.

Mr. Charnick offered a Resolution to adopt the Operating Budget and Capital Budget of the Eatontown Sewerage Authority for the fiscal year beginning January 1, 2020, and ending December 31, 2020. The Operating Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget. The Resolution was seconded by Mr. Redd and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Brian Charnick, Herman Redd, and Matthew Jacobs

NEGATIVE: None

ABSTENTION: None

ABSENT: Peter Berkley and Jeanna Migliaccio

APPROVAL OF MINUTES

Mr. Charnick moved to approve the minutes of the regular meeting held on November 12, 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 addition:

- **Rules and Regulations Revision**

Mr. Bonello has reviewed and approved the changes to the Authority's rules and regulations.

- **Two Rivers Main Pump Station Project**

Mr. Charnick requested that Mr. Lewis get some further information from Mr. Gianforte, the Executive Director of TRWRA, regarding the upcoming bonding and assurances that there will be no potential billing increases as a result of the substantial capital projects being undertaken by TRWRA.

- **Old Orchard Pump Station**

The Authority Engineer and Superintendent have determined that the wet well at the Old Orchard pump station is continuing to deteriorate and is in danger of failing. With no ability to predict when this failure will

occur but understanding the potential severity of a failure, the Board has decided to move ahead with both continuing to try and engage the owners of Old Orchard to discuss the proposed additional easement and also to allow the engineer to proceed with developing project plans for constructing a new pump station on a new easement alongside the existing pump station. Mr. Lewis will craft a letter to the owners of Old Orchard encouraging them to take part in discussions with the Authority so that the proposed new pump station can be appropriately sized now to account for future development and help avoid potentially exorbitant future costs. Mr. Lewis' letter will also advise the owners that failure to take part in discussions regarding the project plans will result in eminent domain proceedings as this situation needs to be resolved before the wet well fails and becomes an emergency. Mrs. Ballard stated that she has until the time she submits paperwork for permits to the state to make modifications to the elevations of the wet well and the owners of Old Orchard need to provide input before then or the plans may not sufficiently account for future development.

Mr. Charnick offered a Resolution to allow the engineer to move ahead with developing plans for constructing a new pump station at Old Orchard while conducting due diligence. The resolution was seconded by Mr. Redd and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Brian Charnick, Herman Redd, and Matthew Jacobs

NEGATIVE: None

ABSTENTION: None

ABSENT: Peter Berkley and Jeanna Migliaccio

Superintendent's Report *

Mr. Volner presented his report with no additions.

Engineer's Report *

Mrs. Ballard presented the engineer's report with no additions.

PROGRESS OF PROJECTS

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

Status as noted previously.

UNFINISHED BUSINESS

- **NJEIT Application and Asset Management Program**

If the Authority applies for funding through this program, there will need to be an asset management program in place. Ongoing issue.

- **Emergency Incident Plans**

Mr. Berkley continues to work on the plans and anticipates having a first draft ready soon.

- **75 Tinton Avenue Emergency Lateral Repair**

Mr. Lewis noted that there has been no additional communication from JCP&L regarding the Authority's claim for damages. Mr. Bonello continues to work on this issue from a legal standpoint.

NEW BUSINESS

- **2019 Connection Fee Approval**

Finalized as noted previously.

- **Adoption of 2020 Budget**

Finalized as noted previously.

- **Resolution #2019-12-01: 2020 Risk Management Consultant's Agreement (Conner Strong & Buckelew)**

The Authority hires a risk management consultant every year as required by the Joint Insurance Fund and would like to continue using Conner Strong & Buckelew.

Mr. Charnick offered a Resolution to approve entering into an agreement with Conner Strong & Buckelew to provide risk management services for the Authority. The resolution was seconded by Mr. Redd and adopted on the following roll call vote:

ROLL CALL

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

BILLS

Resolution to authorize paying the bills in the amount of \$34,524.17 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, Herman Redd, and Matthew Jacobs
NEGATIVE: None
ABSTENTION: None
ABSENT: Peter Berkley and Jeanna Migliaccio

APPROVAL OF TRANSFERS FROM THE FOLLOWING ACCOUNTS

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

(December 2019 Operating Expenses) \$ 34,524.17
(January 2020 Salaries) + \$ 31,532.68

Total Transfers: \$ 66,056.85

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 \$34,524.17, to Kearny Bank payroll account for the payroll of January, 2020 in the amount of \$31,532.68 was offered by Mr. Charnick, seconded by Mr. Redd, and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Brian Charnick, Herman Redd, and Matthew Jacobs

NEGATIVE: None

ABSTENTION: None

ABSENT: Peter Berkley and Jeanna Migliaccio

EXECUTIVE SESSION

A motion to go into Executive Session at 5:45 pm for the purpose of discussing personnel matters was offered by Mr. Charnick, seconded by Mr. Redd, and adopted on a unanimous voice vote.

Upon completion, the Executive Session was closed. The Board members returned to the regular session at 5:48 pm. No action was taken during the Executive Session.

ADJOURNMENT

With no further business to address, Mr. Charnick moved to adjourn the meeting at 5:48 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.***