

The regular meeting of the Eatontown Sewerage Authority was held at 5:00 P.M. on January 14, 2020 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
Peter Berkley
Jeanna Migliaccio
Matthew Jacobs

ALSO PRESENT: Ted Lewis, Executive Director
Herb Volner, Superintendent
John Bonello, Attorney
Christine Ballard, Authority Engineer
Michelle Hu, Treasurer
Lori Flynn, Office Clerk

ABSENT: Gloria Aderton, Assistant Treasurer

CITIZENS PRESENT Choon Sung, 91 Malibu

APPROVAL OF MINUTES

Mr. Berkley moved to approve the minutes of the regular meeting held on December 10, 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:

- **FMERA Bowling Alley**

Mr. Lewis and the Authority engineer met with FMERA representatives to discuss sewer plans. Based on the area's topography, there will always be a need for a pump station to lift sewage over the neighboring creek into the main line. FMERA expressed interest in entering into a Memorandum of Understanding to include any necessary upgrades to the existing pump station. Mr. Lewis or the Authority engineer will provide additional information as it comes along.

- **Old Orchard Pump Station**

As frequent requests for meetings and attempts to discuss the need for a new pump station at the Old Orchard property have gone unanswered, Mr. Bonello is in the process of beginning eminent domain proceedings.

- **Website Upgrade**

Mrs. Migliaccio is going to try and obtain a competitive quote for the needed upgrade from a company she has worked with in the past.

CITIZEN PRESENTATION

[At this point in the meeting, Mrs. Chung, property owner at 91 Malibu, arrived and was invited to speak] Mrs. Chung owns the property at 91 Malibu and rents it out to a tenant. She stated that she has had a problem receiving her sewer bills at her correct mailing address in Morganville and is objecting to paying interest for past due amounts. She believes that bills are being mistakenly sent to the property address and not to her Morganville address. The Board was sympathetic to her concerns and the office staff will do further research to determine where the bills are being sent.

Superintendent's Report *

Mr. Volner presented his report with no additions.

Engineer's Report *

Mrs. Ballard presented the engineer's report with the following addition:

- **Monmouth Toyota**

Mrs. Ballard is going to review the plans as submitted to determine if they will significantly increase current sewer flow, in which case the developer may be required to pay an additional connection fee. She will discuss her findings at the next meeting.

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 is continuing to work on the emergency incident plans. The Authority's insurance company offers deductible reductions if certain cybersecurity safety thresholds are met and one of the goals is to meet the minimum standards as outlined by the insurance carrier. This will most likely require hiring an outside company and Mr. Berkley has reached out to the company used by the Borough, currently Targeted Technology. Mrs. Ballard recommended contacting Peggy Gallos at the AEA (in which the Authority maintains a membership) as they have committees dedicated to helping municipalities achieve these goals. Mrs.

Migliaccio has some experience with these issues as a result of working for CommVault and will get together with Mr. Berkley to discuss further. Mr. Charnick has requested more formal plans detailing the work being done with the County's RIM system and GIS so it was decided that the Authority will form a committee to address these issues as there now seems to be a sufficient need.

- **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

- **Resolution #2020-01-01: Closeout of The Learning Experience Project and Return Remaining Escrow and Performance Bond to 94 Broad Street Development LLC, 94 Broad Street, Block 1002, Lots 7 & 10**

94 Broad Street, LLC, had submitted plans for the demolition of an existing building and construction of a new 10,000 sf one story structure to be used for childcare services known as the Learning Experience. It has been determined that the work has been completed in accordance with the terms and conditions of said plans and the Authority Engineer responsible for supervising this project, Christine A. Ballard, P.E., has conducted a final inspection and advised that the applicant has satisfactorily completed all improvements. The Executive Director is hereby authorized to close out the project for 94 Broad Street, LLC, and release the performance bond and escrow funds previously posted upon payment of any outstanding costs and/or engineering fees and/or Authority fees.

Mr. Charnick offered a Resolution approving the closeout of The Learning Experience and returning remaining escrow and performance bond to 94 Broad Street Development, LLC. The resolution was seconded by Mr. Redd and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Brian Charnick, Herman Redd, Peter Berkley, Jeanna Migliaccio, and Matthew Jacobs

NEGATIVE: None

ABSTENTION: None

ABSENT: None

- **Resolution #2020-01-02: Closeout of Quick Chek Project and Return Remaining Escrow and Performance Bond to Bedell, LLC, 164 Highway 35, Block 2302, Lot 1**

Bedell, LLC had 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 Authority Engineer responsible for supervising this project, Christine A. Ballard, P.E., has conducted a final inspection and advised that the applicant has satisfactorily completed all improvements. The Executive Director is hereby authorized to close out the project for 9 Bedell, LLC, and release the performance bond, if any, and escrow funds previously posted upon payment of any outstanding costs and/or engineering fees and/or Authority fees.

Mr. Charnick offered a Resolution approving the closeout of Quick Chek and returning any remaining escrow to Bedell, LLC. The resolution was seconded by Mr. Redd and adopted on the following roll call vote:

ROLL CALL

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

- **Website Redesign**

Status as noted previously.

BILLS

Resolution to authorize paying the bills in the amount of \$58,980.39 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, Peter Berkley, Jeanna Migliaccio, and Matthew Jacobs
 NEGATIVE: None
 ABSTENTION: None
 ABSENT: None

APPROVAL OF TRANSFERS FROM THE FOLLOWING ACCOUNTS

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

(January 2020 Operating Expenses)	\$ 58,980.39
(February 2020 Salaries)	+ \$ 31,386.28
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Total Transfers:	\$ 90,366.67

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 \$58,980.39, to Kearny Bank payroll account for the payroll of February 2020 in the amount of \$31,386.28 was offered by Mr. Charnick, seconded by Mr. Redd, and adopted on the following roll call vote:

ROLL CALL

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

ADJOURNMENT

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