

The regular meeting of the Eatontown Sewerage Authority was held at 5:00 P.M. on April 14, 2020 in the Borough Hall, 47 Broad Street, Eatontown, New Jersey. The majority of the attendees participated via Zoom audio and/or video teleconference due to the current pandemic. 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  
John Bonello, Attorney  
Stephen Schreiber, Authority Engineer  
Michelle Hu, Treasurer  
Gloria Aderton, Assistant Treasurer  
Lori Flynn, Office Clerk

**MEMBERS ABSENT:** None

**CITIZENS PRESENT** None

## **APPROVAL OF MINUTES**

Mr. Berkley moved to approve the minutes of the regular meeting held on March 10, 2020. 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.

- **GIS / RIM**

Given the current situation with many small businesses closed, it was decided to table any further discussion about scanning the Authority's archived documents into the RIM system until it becomes feasible.

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

Mr. Lewis presented his report with the following additions:

- **Sun Eagles Golf Course**

Mr. Charnick had some questions about comments made by Christine Ballard in a prior Engineering report regarding discussions with Tinton Falls on the meter chamber. Mr. Bonello suggested that he and Mr. Lewis follow up with Mrs. Ballard and/or T&M to get further details on this matter; the Board agreed.

**Superintendent's Report \***

Mr. Volner presented the Superintendent's report with the following addition:

- **Grant Avenue complaint**

Mr. Charnick asked for additional details regarding the complaint on Grant Avenue. Mr. Volner noted that the homeowner called about a slow drain and a potential stoppage. Mr. Volner and his crew TV'd the line and did not find any blockages or problems on the Authority's portion of the line and advised the homeowner to obtain the services of a plumber.

**Engineer's Report \***

Mr. Schreiber presented the Engineer's report and noted that any bolded text represents changes from the previous month.

**PROGRESS OF PROJECTS**

- **Proposal of Old Orchard Pump Station Replacement**

Mr. Bonello is awaiting expert reports and the appraisal for the easement so that he can file the Notice of Taking. Once that is filed, then the Authority can authorize T&M to prepare the bid proposal for the new pump station. The Board and Authority Engineer agreed that waiting until the Notice of Taking is filed makes the most sense in case there are any changes to either the permanent or temporary easements prior to the filing which could impact the eventual project design.

**UNFINISHED BUSINESS**

- **NJEIT Application and Asset Management Program**

No new updates.

- **75 Tinton Avenue Emergency Lateral Repair**

Mr. Bonello continues to work on this issue from a legal standpoint but noted that the majority of the court system is shut down due to the pandemic so this will take additional time.

- **Fidelity Eatontown Connection Fee**

Mr. Bonello recommended that the developer receive a credit equal to a single connection fee in the amount of \$1,934 and the Board agreed.

**NEW BUSINESS**

- **Resolution #2020-04-01: Closeout of DCH Ford Project and Return Remaining Escrow and Performance Bond to DCH Investment, Inc. located at 67 & 95 Highway 36 West, Block 2304, Lots 43, 60, & 61 and Block 2401, Lot 54 (Unfinished Punch List)**

DCH Investment, Inc., had submitted plans to upgrade the existing 1-story DCH Auto Sales and Service Facility by constructing a 1-story service addition and a 1-story sales addition on Block 2304, Lots 43, 60 & 61 as well as to construct an automobile reconditioning building with car wash on Block 2401, Lot 54. 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 DCH Investment, Inc., 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. Lewis noted that the property owner is willing to work with the Authority to ensure access to the sewer easement by removing or repositioning one section of fencing and doesn't believe that this issue should hold up the project closeout.

**Mr. Charnick offered a Resolution approving the closeout of the DCH Ford project and returning remaining escrow and performance bond to DCH Investment, Inc. 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

- **Garage Door Repair**

Mr. Volner received a quote to repair the overhead door on the Vac-Con garage in the amount of \$2,475.00. The Board gave unanimous verbal approval to move forward with the repair.

- **Extra Fee Requested for the Completed Sewer Collection System Rehabilitation Project**

Mr. Schreiber is working on the justification for this additional expense so this item will be carried to next month.

**BILLS**

**Resolution to authorize paying the bills in the amount of \$486,515.84 as submitted from the operating account in Kearny Bank was offered by Mr. Berkley, 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:

(April 2020 Operating Expenses)	\$ 486,515.84
(May 2020 Salaries)	\$ 31,386.27
(Payment for Vac-Con Truck)	+ \$ 472,394.00
	\$ 990,296.11

Total Transfers: \$ 990,296.11

**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 \$486,515.84, to Kearny Bank payroll account for the**

***payroll of May 2020 in the amount of \$31,386.27 and for the payment for the Vac-Con truck in the amount of \$472,394.00, 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

***Resolution to authorize payment for capital improvements from the Kearny Bank operating account to T&M Associates in the amount of \$10,499.43 for work relating to the Old Orchard Pump Station Relocation 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 5:26 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.***