

The regular meeting of the Eatontown Sewerage Authority was held at 5:00 P.M. on June 9, 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
Herb Volner, Superintendent
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 May 12, 2020. The motion was seconded by Mr. Charnick 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 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 Area**

Mr. Lewis spoke with Eatontown's mayor, Anthony Talerico, and they discussed how it is the Authority's policy to only accept sewer infrastructure within roads that are accepted by the Borough.

- **DCH Ford**

Mr. Volner obtained three quotes to remove trees within the easement so that it can be readily accessed and Mr. Lewis is working on obtaining references from the vendor who supplied the lowest quote, Armstrong Tree Services. The quotes ranged from \$2,500 to over \$10,000.

Superintendent's Report *

Mr. Volner presented the Superintendent's report with no additions.

Engineer's Report *

Mr. Schreiber presented the Engineer's report with the following additions:

- **Old Orchard**

Mr. Bonello has been in communication with the property owners and Mr. Schreiber will provide additional engineering drawings as requested.

- **Fort Monmouth, Sun Eagles**

Mr. Schreiber noted that as the project's roadways will remain private, his recommendation is to follow the Authority's current policy of not accepting ownership of the sewer infrastructure which lies within private property. The Authority will own and maintain the meter chamber and will create an agreement with Two Rivers Water Reclamation Authority for them to access and calibrate the meter as needed. On a related note, Mr. Lewis advised that the developer has been remiss in replenishing their escrow account and Mr. Schreiber said he did make them aware of this concern.

PROGRESS OF PROJECTS

- **Old Orchard Pump Station Replacement**

Mr. Bonello continues to work on this issue with the property owners, Mr. Schreiber, and Mr. Lewis.

UNFINISHED BUSINESS

- **NJEIT Application and Asset Management Program**

No new updates.

- **75 Tinton Avenue Emergency Lateral Repair**

Mr. Bonello has filed suit and there are no further updates at this time.

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

Mr. Schreiber provided justification for this extra cost with the primary reason being that some of the roadways were included after the award of the contract which, as they were county/state roads, required that work be done at certain off-peak times and there were more hurdles to obtaining required permits. Mr. Berkley and Mr. Jacobs requested the opportunity to review the original scope of work to get a better understanding of the circumstances behind the cost overrun. This information will be provided to the board members so a decision can be made at the next meeting.

- **Sun Eagles Golf Club Sewer Application**

Discussed previously as part of Executive Director's report and Engineer's report.

NEW BUSINESS

- **Resolution #2020-06-01: Granting Approval of the Construction of a New Manhole, Sanitary Sewer Extension from the Existing Manhole, a Sanitary Sewer Lateral Connection to an Existing Lateral and a New Connection into the Existing Sanitary Sewer at Block 73, Lots 65.01 & 66.01**

Farrah Enterprises, LLC, the owner of 49-51 Victor Place has received minor subdivision approval to construct 2 two-story single-family residences on Block 73, Lots 65.01 and 66.01; and the plans, as submitted, include (a) the construction of a new manhole within the road along with an 8" PVS sanitary sewer extension from the existing manhole at the intersection of Victor Place and Elm Place; and (b) new sanitary service lateral connections to be connected to the proposed sanitary sewer extension; the length of the service laterals are approximately 133 feet for the two (2) residences and shall be connected to the approximately 150 feet proposed 8" PVC sanitary sewer extension. 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 construction of the new sewer infrastructure at Block 73, Lots 65.01 and 66.01, subject to the payment of all application, review, and connection 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, Herman Redd, Peter Berkley, Jeanna Migliaccio, and Matthew Jacobs
 NEGATIVE: None
 ABSTENTION: None
 ABSENT: None

- **Resolution #2020-06-02: Approving Eatontown Sewerage Authority to acquire easements from Old Orchard Country Club Associates, LP for the reconstruction, repair, and/or renovation of a pump station, Block 2701, Lots 60 & 66**

The Eatontown Sewerage Authority deems it necessary and advisable to acquire certain easements for the reconstruction, repair, and/or renovation of a pump station site located at Block 2701, Lots 60 & 66. The Authority has resolved that Cleary Giacobbe Alfieri Jacobs LLC be appointed as Special Counsel to obtain the requisite easements from the owners through negotiations or eminent domain, including hiring title company, appraisal company, and any other professionals required for the acquisition.

Mr. Charnick offered a Resolution approving the ESA to acquire easements from Old Orchard Country Club Associates, LP for the reconstruction, repair and/or renovation of a pump station, Block 2701, Lots 60 & 66. The resolution was seconded by Mr. Jacobs 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

- **GovDeals online auction for the old vac-con truck**

Mr. Berkley had some questions about how the dollar value of the equipment will be determined and if there is a reserve which will need to be met. He also noted that the current pandemic is creating uncertainty which may limit potential buyers so it may not be the ideal time to sell the truck. After some discussion, it was decided to list the truck for sale so long as a reserve price can be set.

Mr. Charnick offered a Resolution approving the listing of the vac-con truck on the GovDeals website. 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

BILLS

Resolution to authorize paying the bills in the amount of \$34,280.63 as submitted from the operating account in Kearny Bank was offered by Mr. Charnick, seconded by Mr. Berkley, 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:

(June 2020 Operating Expenses)	\$	34,280.63
(July 2020 Salaries)	\$	31,386.27
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Total Transfers:	\$	65,666.90

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 \$34,280.63, and to Kearny Bank payroll account for the payroll of July 2020 in the amount of \$31,386.27, was offered by Mr. Charnick, seconded by Mr. Berkley, 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 \$1,909.01 for work relating to the Old Orchard Pump Station Relocation, and to

North American Pipeline in the amount of \$11,130.00 for emergency repairs to the Crystal Inn force main, was offered by Mr. Charnick, seconded by Mr. Berkley, 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

ADDITIONAL COMMENTS

Mr. Charnick brought up that Mr. Jacobs has been in touch with a company which provides free testing of sewage to monitor for Covid-19 outbreaks. Mr. Bonello noted that he has been working with the Long Branch Sewerage Authority to craft an agreement with Rutgers for weekly testing to help identify sources of Covid-19. After some discussion, the Board agreed to get more information and, if possible, move forward with being part of a testing program.

As Borough Hall has been closed for close to 90 days and office staff has been working remotely, there has been no need for office staff to use sick leave days. Given that the Authority has a policy where any full-time employee who doesn't use a sick day for 90 consecutive days is given an incentive day to either be used as paid time off or paid as an extra day in December, and that office staff earned this incentive day by default, it was suggested that each of the maintenance staff receive an additional incentive day as, by virtue of their schedules, they were not offered the same opportunity as office staff. Mr. Charnick made a motion to give each of the maintenance staff an additional incentive day and it was passed by unanimous consent.

ADJOURNMENT

With no further business to address, Mr. Charnick moved to adjourn the meeting at 5:52 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.***