

The regular meeting of the Eatontown Sewerage Authority was held at 5:00 P.M. on August 11, 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
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: Jeanna Migliaccio

CITIZENS PRESENT None

APPROVAL OF MINUTES

Mr. Berkley moved to approve the minutes of the regular meeting held on July 14, 2020. The motion was seconded by Mr. Jacobs and adopted on a unanimous voice vote.

REPORTS OF COMMITTEES, MEMBERS, & ENGINEER

Engineering Committee

There was no committee report.

- **GIS / RIM**

As part of the New Business section of this meeting, Mr. Berkley will be going over proposals submitted by vendors for scanning archive documents into the RIM system.

Executive Director's Report *

Mr. Lewis presented his report with no additions, however, he mentioned that there was only one minor problem with the Old Deal Rd pump station as a result of the power outage last week and Mr. Volner and his team were able to quickly resolve the issue. Also, one of the office computers was damaged during the outage and is getting a new motherboard installed. Acquiring new computers for the office will be necessary either at the end of this year or next year, depending on when funds could be allocated.

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:

- **Monmouth Mall Redevelopment**

Mr. Schreiber said that the project's engineer, Langan, has requested permission to TV the main sewer line to get more information on the noted problems in the line and to assist in determining what, if any, repairs are required. Mr. Schreiber recommended that the Board approve this request as it would not cost the Authority any money and would provide valuable information. The Board agreed and Mr. Schreiber will respond back to Langan.

Mr. Lewis took the opportunity to mention that the Authority is still awaiting a long overdue escrow check from the developer for the Sun Eagles project. Mr. Bonello offered to contact the developer's attorney as they have a cordial relationship. There are outstanding invoices from T&M which remain in pending status until the escrow funds are received.

PROGRESS OF PROJECTS

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

Mr. Bonello is still speaking with the owner's attorney in order to facilitate acquiring the easements.

UNFINISHED BUSINESS

- **NJEIT Application and Asset Management Program**

No new updates and Mr. Charnick requested that this item be removed from the agenda for now.

- **75 Tinton Avenue Emergency Lateral Repair**

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

- **Sun Eagles Golf Club Sewer Application**

Mr. Schreiber is still waiting for a response to his comments in the review letter which was submitted to the developer.

NEW BUSINESS

- **Document Scanning Proposals**

Mr. Berkley presented a number of proposals for vendors to scan into the RIM system the archived documents located in the storage trailer at the maintenance garage. After some discussion, it was determined that Alternative Micrographics offered the best proposal in terms of cost.

Mr. Berkley offered a Resolution approving the proposal by Alternative Micrographics to scan the Authority's archived documents into the RIM System for an estimated cost of \$9,070.00. The resolution was seconded by Mr. Redd and adopted on the following roll call vote:

ROLL CALL

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

BILLS

Resolution to authorize paying the bills in the amount of \$422,048.57 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, and Matthew Jacobs
 NEGATIVE: None
 ABSTENTION: None
 ABSENT: Jeanna Migliaccio

APPROVAL OF TRANSFERS FROM THE FOLLOWING ACCOUNTS

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

(August 2020 Operating Expenses)	\$ 422,048.57
(September 2020 Salaries)	\$ 32,731.90
	<hr/>
Total Transfers:	\$ 454,780.47

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 \$422,048.57, and to Kearny Bank payroll account for the payroll of September 2020 in the amount of \$32,731.90, 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, and Matthew Jacobs
 NEGATIVE: None
 ABSTENTION: None
 ABSENT: Jeanna Migliaccio

Resolution to authorize payments for capital improvements from the Kearny Bank operating account to Cleary Giacobbe Alfieri Jacobs LLC in the amount of \$1,152.00 and to Prestige Title Agency in the amount of \$271.00, both for work relating to the Old Orchard Pump Station Relocation 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, and Matthew Jacobs

NEGATIVE: None

ABSTENTION: None

ABSENT: Jeanna Migliaccio

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.***