

The regular meeting of the Eatontown Sewerage Authority was held at 5:00 P.M. on January 12, 2021 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 and posted to the Authority website."

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 December 8, 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**

Mr. Jacobs distributed a shapefile containing the sewer infrastructure pipe information, including a total of 45.6 miles of pipes, broken down by type and diameter. Pipes can now be identified by the manholes they connect.

- **RIM System**

Mr. Charnick is concerned about the cost-to-benefit ratio of the RIM system, the fact that a few other towns decided to cancel their memberships, the liability concerns if something were to happen to the RIM system and we lost our data, the fact that we only need to maintain most records for 7 years, and believes we should explore less expensive alternatives including our current system of external hard drives. Mr. Berkley maintains that the RIM system is part of a larger, overall data backup and recovery plan including potentially getting a

deductible discount from the insurance company if the Authority were to meet the minimum requirements. Some of the benefits of the RIM system include indexing of documents for easy searchability through the entire volume of documents, OCR capabilities of the documents, scanning of current documents is not a time consuming project, and safe off-site digital storage of the documents in case anything happens to the physical papers. Mrs. Migliaccio is of the opinion that the Authority should remain with the RIM system until alternatives can be researched and a final decision made. Mr. Bonello agrees that the Authority should remain with the RIM system until alternatives can be discussed given that the contract has a 90-day cancellation clause.

Mr. Berkley offered a Resolution approving continuing annual membership in the county RIM system while alternatives are being researched. The resolution was seconded by Mrs. Migliaccio and adopted on the following roll call vote:

ROLL CALL

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

NEGATIVE: Brian Charnick

ABSTENTION: None

ABSENT: None

Executive Director's Report *

Mr. Lewis presented the Executive Director's report with no additions.

Superintendent's Report *

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

- **A9**

The insurance inspector examined the wet well at the Old Orchard pump station and said that unless the damage was caused by an abrupt accident or other immediate cause, as opposed to damage over time, it would not qualify for insurance coverage.

Engineer's Report *

Mr. Schreiber presented the Engineer's report with no additions.

PROGRESS OF PROJECTS

- **Old Orchard Pump Station Replacement**

No status update beyond what is reported in Executive Director's and Engineer's reports.

UNFINISHED BUSINESS

- **75 Tinton Avenue Emergency Lateral Repair**

Mr. Bonello has filed suit and there are no further updates as the courts are still closed.

- **Sun Eagles Golf Club Sewer Application**

Status as noted previously in the Engineer's report.

- **Document Scanning**

No status update beyond what was mentioned earlier during the RIM system discussion.

NEW BUSINESS

- **Fort Monmouth Sewer Easement**

Resolution to authorize easement proposal from the Army Corps of Engineers 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

BILLS

Resolution to authorize paying the bills in the amount of \$46,420.64 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 2021 Operating Expenses)	\$	51,028.64
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(February 2021 Salaries)	\$	32,103.45
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Total Transfers:	\$	83,132.09
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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 \$46,420.64, and to Kearny Bank payroll account for the payroll of February 2021 in the amount of \$32,103.45, 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 Cleary, Jacobi, Alfieri, & Jacobs in the amount of \$1,008.00 and to Stanley Jay Real Estate Appraisers in the

amount of \$3,600 for work relating to the Old Orchard Pump Station Relocation, was offered by Mr. Charnick, seconded by Mrs. Migliaccio, 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 5:56 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.***