

The regular meeting of the Eatontown Sewerage Authority was held at 5:25 P.M. on February 9, 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  
                                     Kenneth East

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. Charnick moved to approve the minutes of the regular meeting held on January 12, 2021. The motion was seconded by Mr. Redd and adopted on a unanimous voice vote. Mr. East abstained as he did not attend the previous meeting.

## **REPORTS OF COMMITTEES, MEMBERS, & ENGINEER**

### **Engineering Committee**

There was no committee report.

- **GIS**

Mr. Berkley noted that the existing GIS implementation will need to be reevaluated now that Mr. Jacobs is no longer on the Board. Mr. Charnick requested a written plan so that the Board can get a better understanding of the goals and milestones of the GIS program, which Mr. Berkley will work to put together.

- **RIM System**

Mr. Berkley noted that the vendor working on scanning archived documents has begun work on the next set of boxes and that the digitized information will be uploaded into the RIM system after the electronic copies are received. Mr. Berkley is going to meet with a CommVault representative to discuss off-site storage

alternatives to RIM in an effort to reduce our costs while maintaining similar functionality provided by the RIM system.

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

Mr. Lewis presented the Executive Director's report with the following additions:

- **Fort Monmouth Easement**

The Authority Engineer is adding information to the Fort Monmouth easement survey as recently requested by FMERA, mainly regarding details on surrounding parcels.

- **Connection Fee**

Mr. Lewis noted that Mr. Gianforte, the Executive Director of TRWRA, had said he believed the Authority's connection fee was too low and that it didn't include debt service in the calculation. Mr. Bonello said that the fee calculation is based on statute and this issue would need to be addressed by the auditor so he and Mr. Lewis will discuss with the auditor at a future date.

### **Superintendent's Report \***

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

One of the pumps at the Country Club pump station failed and the electrical contractor has been scheduled to pull it out and rebuild it. Also, as a result of the recent snow storms, three manhole castings and covers were damaged by snow plows and are in the process of being repaired.

### **Engineer's Report \***

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

- **Fort Monmouth Easement retracement**

After receiving the final copies of the easement, FMERA requested additional information be added regarding the parcels surrounding the easement. T&M is amending the easement.

## **PROGRESS OF PROJECTS**

- **Old Orchard Pump Station Replacement**

Mr. Bonello spoke with Mr. Cleary last week and believes that the Notice of Taking will be filed within the next week or two as all the required actions and processes have been completed. Mr. Charnick asked how this can be done if the courts are closed and Mr. Bonello responded that the filing itself doesn't involve the courts; they only get involved if Old Orchard appeals the condemnation and even then the appeal would only concern the amount of compensation.

## **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**

- **Additional Fee Requested from T&M Associates for Old Orchard Pump Station Easement Research**  
*Resolution to authorize payment of the \$4,266.84 additional fee requested from T&M Associates for Old Orchard Pump Station easement research 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 Kenneth East  
NEGATIVE: None  
ABSTENTION: None  
ABSENT: None

- **Discussion of Connection Fee for the Monmouth Plaza Enterprises Project**

Mr. Bonello has requested that this topic be tabled for one month so that he can research the new statute regarding connection fee credits and how it applies to this particular developer; the Board agreed.

- **Discussion of Connection Fee for the Eatontown 36, LLC Project**

Mr. Bonello has requested that this topic be tabled for one month so that he can research the new statute regarding connection fee credits and how it applies to this particular developer; the Board agreed.

- **Resolution #2021-02-01: Approving the Application of Merchants Retail Partners Management for the Eatontown Self Storage Project, 97 Highway 35, Block 1304, Lot 4-13, 32-37**

*Resolution to approve the Application of Merchants Retail Partners Management for the Eatontown Self Storage Project 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  
NEGATIVE: None  
ABSTENTION: Kenneth East  
ABSENT: None

- **Resolution #2021-02-02: Approving the Application of Eatontown 36, LLC, 50-70 Highway 36, Block 2902, Lot 2**

*Resolution to approve the Application of Eatontown 36, LLC, contingent upon the connection fee issue being resolved, 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  
 NEGATIVE: None  
 ABSTENTION: Kenneth East  
 ABSENT: None

## BILLS

***Resolution to authorize paying the bills in the amount of \$38,262.84 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 Kenneth East  
 NEGATIVE: None  
 ABSTENTION: None  
 ABSENT: None

## APPROVAL OF TRANSFERS FROM THE FOLLOWING ACCOUNTS

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

(February 2021 Operating Expenses)	\$ 38,262.84
(March 2021 Salaries)	\$ 33,484.96
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Total Transfers:	\$ 71,747.80

***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 \$38,262.84, and to Kearny Bank payroll account for the payroll of March 2021 in the amount of \$33,484.96, 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 Kenneth East  
 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 \$941.40 for work relating to the Old Orchard Pump Station Relocation and to T&M Associates in the amount of \$7,129.90 for work relating to the Fort Monmouth Easement Retracement 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 Kenneth East  
 NEGATIVE: None  
 ABSTENTION: None  
 ABSENT: None

## **ADJOURNMENT**

With no further business to address, Mr. Charnick moved to adjourn the meeting at 6:08 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.***