

The regular meeting of the Eatontown Sewerage Authority was held at 5:00 P.M. on April 13, 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
 Jeanna Migliaccio
 Kenneth East

ALSO PRESENT: Ted Lewis, Executive Director
 Herb Volner, Superintendent
 Stephen Schreiber, Authority Engineer
 Michelle Hu, Treasurer
 Gloria Aderton, Assistant Treasurer
 Lori Flynn, Office Clerk

MEMBERS ABSENT: Peter Berkley

CITIZENS PRESENT: None

APPROVAL OF MINUTES

Mr. Charnick moved to approve the minutes of the regular meeting held on March 9, 2021. 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 System**

No status update as Mr. Berkley is absent.

Executive Director's Report *

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

Mr. Charnick mentioned that he attended a cyber workshop hosted by the AEA last week and discovered that the AEA has numerous documents posted on their website which include asset management plan templates that may be applicable to the Authority. He noted that they recommend smaller authorities may not need to incorporate GIS into their plans and one of the guest speakers was an employee of TRWRA and may be able to provide guidance on implementing plans.

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:

- **Eatontown 36, LLC**

The sewer lateral for the to-be-demolished Sawa restaurant has been cut and capped and approved by Mr. Volner.

- **Fort Monmouth, Sun Eagles**

The developer needs to resubmit their TWA permit application as the original one was lost by the NJ DEP; Mr. Schreiber noted that this process can take 2-4 months. Mr. Schreiber recommends approving the sewer application contingent upon the developer receiving the TWA permit along with the payment of any outstanding fees and posting of bonds.

Resolution to approve the Sun Eagles project contingent upon the developer receiving a TWA permit from NJ DEP, payment of any outstanding fees, and posting of any required bonds was offered by Mr. Charnick, seconded by Mr. Redd, and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Brian Charnick, Herman Redd, Jeanna Migliaccio, and Kenneth East

NEGATIVE: None

ABSTENTION: None

ABSENT: Peter Berkley

PROGRESS OF PROJECTS

- **Old Orchard Pump Station Replacement**

The funds for the purchase of the easement have been given to the consulting attorney to file with the court. Mr. Bonello suggested this action be formalized with a resolution.

Resolution to approve posting funds in the amount of \$36,000 with the court for the condemnation of the Old Orchard pump station easement was offered by Mr. Charnick, seconded by Mr. Redd, and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Brian Charnick, Herman Redd, Jeanna Migliaccio, and Kenneth East

NEGATIVE: None

ABSTENTION: None

ABSENT: Peter Berkley

UNFINISHED BUSINESS

- **75 Tinton Avenue Emergency Lateral Repair**

Mr. Lewis and Mr. Volner completed and forwarded to Mr. Bonello interrogatories requested by the attorney for JCP&L.

- **Sun Eagles Golf Club Sewer Application**

Status as noted previously in Engineer's report.

- **Document Scanning**

The vendor has been steadily scanning the boxes of documents provided and the project is approximately 2/3 completed.

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

This project has an existing large retail building which is remaining and a freestanding restaurant (Burger King) that is being demolished. A new smaller retail building will be constructed on a pad site in the parking lot. The developer has requested credit for the existing connections. After a brief discussion, the board agreed to credit the developer with the existing connection to the large retail building without charging an additional connection fee while the proposed pad site building will be charged a new connection fee.

Resolution to approve charging Monmouth Plaza a connection fee in the amount of \$3,764.41 was offered by Mr. Charnick, seconded by Mr. East, and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Brian Charnick, Herman Redd, Jeanna Migliaccio, and Kenneth East

NEGATIVE: None

ABSTENTION: None

ABSENT: Peter Berkley

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

This project is very similar to the one above in that there is an existing large retail building as well as a free-standing bank which is remaining and a free-standing restaurant (Sawa) that is being demolished. A new restaurant will be built on Sawa's former location and two additional small retail building will be constructed on separate pad sites in the parking lot. The developer has requested credit for the existing connections. The board agreed to credit the developer with the existing connection to the large retail building and the restaurant while the proposed pad site retail buildings will be charged a new connection fee.

Resolution to approve charging Eatontown 36, LLC, a connection fee in the amount of \$44,225.50 was offered by Mrs. Migliaccio, seconded by Mr. Redd, and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Brian Charnick, Herman Redd, Jeanna Migliaccio, and Kenneth East

NEGATIVE: None

ABSTENTION: None

ABSENT: Peter Berkley

NEW BUSINESS

- **Renewal of landscaping contract with T.A.D. Landscape and Design**

T.A.D. Landscape and Design provides landscape services for the Authority's pump stations and similar areas reliably and at a reasonable cost. Mr. Volner recommends renewing this contract.

Resolution to authorize renewing the landscaping contract with T.A.D. Landscape and Design was offered by Mr. Charnick, seconded by Mr. East, and adopted on the following roll call vote:

ROLL CALL

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

• **ESA Emergency Response Contract**

The current three-year emergency response contract is expiring and the board agrees that it is in the Authority's best interests to have a new emergency response contract in place.

Resolution to authorize T&M Associates to put out for bid an emergency response contract was offered by Mr. Charnick, seconded by Mr. Redd, and adopted on the following roll call vote:

ROLL CALL

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

BILLS

Resolution to authorize paying the bills in the amount of \$494,026.61 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, Jeanna Migliaccio, and Kenneth East
 NEGATIVE: None
 ABSTENTION: None
 ABSENT: Peter Berkley

APPROVAL OF TRANSFERS FROM THE FOLLOWING ACCOUNTS

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

(April 2021 Operating Expenses)	\$ 461,887.27
(May 2021 Salaries)	\$ 32,139.34
	\$ 494,026.61
Total Transfers:	\$ 494,026.61

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 \$461,887.27, and to Kearny Bank payroll account for the payroll of May 2021 in the amount of \$32,139.34, was offered by Mr. Charnick, seconded by Mr. East, and adopted on the following roll call vote:

ROLL CALL

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

Resolution to authorize payment for capital improvements from the Kearny Bank operating account to T&M Associates in the amount of \$1,347.00 for work relating to the Fort Monmouth Easement Retracement, to Cleary Giacobbe Alfieri & Jacobs, LLC, in the amounts of \$36,000 for Old Orchard Easement Condemnation funds to file with court, and also \$234.00 and \$3,067.52 for work related to the Old Orchard Easement Condemnation, was offered by Mr. Charnick, seconded by Mr. Redd, and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Brian Charnick, Herman Redd, Jeanna Migliaccio, and Kenneth East

NEGATIVE: None

ABSTENTION: None

ABSENT: Peter Berkley

ADJOURNMENT

With no further business to address, Mr. Charnick moved to adjourn the meeting at 5:43 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.***