

The regular meeting of the Eatontown Sewerage Authority was held at 5:00 P.M. on July 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 noted that there was some discussion from last month's meeting missing from the minutes, particularly regarding contacting the AEA for asset management information. The minutes will be modified to include this information. Mr. Charnick then moved to approve the minutes of the regular meeting held on June 8, 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**

Mr. Berkley is absent so no status update at this time.

Executive Director's Report *

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

- **Pandemic Aftermath**

Mr. Charnick noted that the Authority's auditor prefers to have more than one person handling payments. With the proposed schedule, there will always be at least two people processing payments on most days and three people during the heavier collection times.

- **Old Orchard Pump Station**

Mr. Lewis advised that the check to cover the cost of the TWA permit has been sent to the Engineer.

- **JCP&L Damage Tinton Avenue**

Mr. Bonello stated that the courts are still closed and he'll advise when there is movement on this case.

Mr. Lewis said that he went on the AEA's website to locate asset management information and was unable to find anything useful. Mr. Bonello suggested calling Tom Roguski at Long Branch Sewerage Authority or Ryan Krause at Southern Monmouth Regional Sewerage Authority as they may have relevant information. Mr. Charnick advised that he would contact the AEA.

Mr. Lewis also mentioned that Chris Muccie passed his C-1 licensing exam. The handbook states that an employee receives a \$2,500 one-time bonus but several years ago Mr. Volner received a \$5,000 salary increase for passing the C-1 license exam (and then again for the C-2 license) so Mr. Lewis will do some research on the discrepancy.

Superintendent's Report *

Mr. Volner presented the Superintendent's report with no additions. Mr. Charnick inquired about the reports that mention problems with the pump stations and was informed that the reports are numbered consecutively as they arise and there are copies of the reports at the garage.

Engineer's Report *

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

- **Fort Monmouth Sun Eagles**

Mr. Schreiber noted that the TWA permit has been received and he is working on a fourth engineering review letter. The project is moving forward and there is a tentative date of September to have the installation completed.

- **Old Orchard Pump Station**

The TWA permit paperwork has been filed. The design is completed and once the Engineer receives the DEP paperwork, they will be ready to put the project out for bid.

PROGRESS OF PROJECTS

- **Old Orchard Pump Station Replacement**

Status as noted previously in Executive Director's and Engineer's reports.

UNFINISHED BUSINESS

- **75 Tinton Avenue Emergency Lateral Repair**

No updates at this time; Mr. Bonello will advise of any changes.

- **Sun Eagles Golf Club Sewer Application**

Status as noted previously in Engineer’s report.

- **Municipality Take Over**

Mr. Bonello doesn’t believe that this is a serious issue at this point and so the Board agreed to remove this as an agenda item going forward.

NEW BUSINESS

- **Resolution #2021-07-01, Awarding Contract for Pump Station Maintenance Force Account (2021 to 2024) to Municipal Maintenance Company**

Municipal Maintenance Company was the lowest bidder for the first year and also submitted bids for the two renewal years. They provided a total contract of \$303,560.00 for three years, with the first year of \$100,050.00 for the base bid. T&M has experience with Municipal Maintenance Company and found their work was acceptable.

Based on the Authority Engineer’s recommendation, the Board authorized a Resolution awarding the contract to Municipal Maintenance Company for the pump station maintenance force account in the amount not to exceed \$303,560.00. The Resolution was offered by Mr. Charnick, seconded by Mrs. Migliaccio, 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 \$49,758.15 as submitted from the operating account in Kearny Bank was offered by Mr. East, seconded by Mr. Charnick, 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:

(July 2021 Operating Expenses)	\$ 49,758.15
(August 2021 Salaries)	\$ 32,587.87

Total Transfers:	\$ 82,346.02
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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 \$49,758.15, and to Kearny Bank payroll account for the payroll of August 2021 in the amount of \$32,587.87, was offered by Mrs. Migliaccio, 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 \$16,090.17 for work relating to the Old Orchard Pump Station Replacement and also \$2,659.00 for work relating to the Emergency Response Contracts Preparation; and to Cleary Giacobbe Alfieri Jacobs for work relating to the Old Orchard Pump Station Easement in the amount of \$2,956.00 for June legal fees and in the amount of \$3,150.00 for May legal fees was offered by Mrs. Migliaccio, 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

Mrs. Migliaccio had a question regarding the recent flooding at Eatoncrest Apartments and if it had any effect on the Authority's infrastructure. Mr. Lewis said that flooding has been a problem with the storm sewers ever since it was built as half of the pipes were damaged during construction. Mr. Volner pointed out that the storm sewers are privately owned by the apartment complex. In the past, the apartment complex has requested help in clearing the storm drains with the Authority's vac-con truck.

Mr. Charnick mentioned that he believed the Board had previously discussed that if a member misses a certain number of meetings then they can be removed. Mr. Bonello advised that the statute determines when absenteeism can be used as a reason to remove a commissioner and he will send a copy of the statute to Mr. Charnick.

Mrs. Hu questioned if the next month's board meeting will be in-person or remote. General consensus was to go back to in-person so a notice will be published in the Asbury Park Press.

ADJOURNMENT

With no further business to address, Mr. Charnick moved to adjourn the meeting at 5:47 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.***