

The regular meeting of the Eatontown Sewerage Authority was held at 5:00 P.M. on September 14, 2021 in the Borough Hall, 47 Broad Street, Eatontown, New Jersey. 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
 Stephen Schreiber, Engineer
 Herb Volner, Superintendent
 Michelle Hu, Treasurer
 Lori Flynn, Office Clerk

MEMBERS ABSENT: None

ALSO ABSENT: John Bonello, Attorney
 Gloria Aderton, Assistant Treasurer

CITIZENS PRESENT: None

APPROVAL OF MINUTES

Mr. Charnick moved to approve the minutes of the regular meeting held on August 10, 2021. The motion was seconded by Mr. Berkley and adopted on a unanimous voice vote.

REPORTS OF COMMITTEES, MEMBERS, & ENGINEER

Engineering Committee

There was no committee report.

Technology Committee

- **GIS/RIM**

A trial of the Extensis software was completed and it was determined that the software is more geared toward media and picture files as opposed to the documents the Authority needs to manage and it would not be a good fit. Mrs. Aderton is running through a trial of Egnyte software and this one seems to be a much better fit. However, in light of the possibility of the Borough taking over the Authority which would render a RIM alternative moot as the Borough uses the RIM system, it was decided to table this discussion and the search for alternative solutions until there is more clarity on whether or not the Borough will go ahead with a takeover.

Executive Director's Report *

Mr. Lewis mentioned that he will be on vacation and will not be able to attend next month's meeting and then presented the Executive Director's report with the following additions:

- **FMERA Conference Call**

Mr. Lewis and the Engineering Committee had a conference call with FMERA to discuss the sewer lines at Fort Monmouth. FMERA wanted to video the existing lines to check their condition within a two-week timeframe which was ultimately determined to be unrealistic given the difficulty in scheduling contractors with the capability to do the work. Mr. Lewis heard from a member of FMERA the day after the call who mentioned they were leaning towards replacing the aging lines rather than attempting to video them. A final decision has not yet been communicated to the Authority.

- **Old Orchard Pump Station**

The Authority has received the TWA approval and the project is ready to put out for bid.

Resolution to authorize the Engineer to put the Old Orchard Pump Station project out for bid 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

- **JCP&L Damage Tinton Avenue**

Mr. Lewis and Mr. Volner went to Mr. Bonello's office to give video depositions as part of the legal process. Most of the testimony was of a technical nature and Mr. Bonello requested that the Board be made aware how very impressed he was with Mr. Volner's handling of the questions.

Mr. Charnick took this opportunity to add that Mayor Talerico had also recently praised Mr. Volner and his team's handling of a resident's problem. Kudos to them!

Mr. Lewis received a request from the acting Borough Administrator for financial records regarding the Authority's debt status which Mr. Lewis forwarded to the auditor, Mr. Oliwa. Mr. Charnick noted that he spoke to Mr. Oliwa who advised him that if the Borough intends to take over the Authority, they need to make application to the NJ Finance Board and specify how much money gets moved between the entities and what existing financial obligations the Borough would be taking on as a result of the process. Mr. Oliwa said that he was going to speak with the Borough's attorney to get more information,; he has not yet gotten back to Mr. Charnick. There is a timing issue involved as the financial data has to be current if the Borough decides to go ahead with a takeover so Mr. Oliwa is also going to address that with the Borough's attorney.

- **Voyager's School**

The Voyager's School on Broad Street has closed as of August 1, 2021 and the building is going to be occupied by a dental school. Mr. Lewis wanted to advise the Board that the new tenant will be billed as a commercial customer based on water usage as opposed to as a traditional school which is based on staff/student counts. The dental school has an existing office space on Industrial Way which is billed as a commercial customer.

- **Two Rivers Pre-Treatment**

The Board has no objection to TRWRA's proposed treatment plan.

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 addition:

- **Fort Monmouth, Sun Eagles**

In response to a question from Mr. Charnick, Mr. Schreiber noted that Tinton Falls is billing the existing Sun Eagles property based on water usage. Once the Parshall Flume is constructed, the Authority will bill Sun Eagles based on measured flow.

PROGRESS OF PROJECTS

- **Old Orchard Pump Station Replacement**

Status as noted previously in Executive Director's report.

UNFINISHED BUSINESS

- **75 Tinton Avenue Emergency Lateral Repair**

Status as noted previously in Executive Director's report.

- **Sun Eagles Golf Club Sewer Application**

Status as noted previously in Engineer's report.

- **Chris Muccie Pay Raise for C-1 license**

To be discussed in Executive Session.

NEW BUSINESS

- **Resolution #2021-09-01: Approving the Application of Eatontown 36, LLC for the Chick-Fil-A Grease Trap Project, 50-70 Highway 36, Block 2902, Lot 2**

Based on the Engineer's recommendation, the Board approves the application.

Resolution to approve the Application of Eatontown 36, LLC for the Chick-Fil-A Grease Trap 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, and Kenneth East
NEGATIVE: None
ABSTENTION: None
ABSENT: None

- **Resolution #2021-09-02: Approving the Application of Eatontown 36, LLC for the Target Retail Store Project, 50-70 Highway 36, Block 2902, Lot 2**

Based on the Engineer's recommendation, the Board approves the application.

Resolution to approve the Application of Eatontown 36, LLC for the Target Retail Store 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, and Kenneth East
NEGATIVE: None
ABSTENTION: None
ABSENT: None

- **Discussion Re: Granting Waivers from the 1,250 gallon grease trap requirement to Wingstop and Eatontown Mini-Mart.**

Mr. Schreiber noted that while the Authority has in the past used a 1,250 gallon grease trap as a standard, it is not specifically detailed in the Rules and Regulations so there is no waiver process. The developers have submitted proposed grease traps based on estimated flow which is the correct procedure and they have been accepted by the Engineer. There was some discussion regarding whether this issue had been debated in the past and if a change had been proposed to the Rules and Regulations but never made it into the document. Mr. Berkley suggested searching the scanned archived documents for any mention of recommended grease trap sizing, which office staff will do.

BILLS

Resolution to authorize paying the bills in the amount of \$319,930.68 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:

(September 2021 Operating Expenses)	\$	319,930.68
(October 2021 Salaries)	\$	32,587.87

Total Transfers:	\$	352,518.55
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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 \$319,930.68, and to Kearny Bank payroll account for the payroll of October 2021 in the amount of \$32,587.87, 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 T&M Associates in the amount of \$2,982.27 for work relating to the Old Orchard Pump Station Replacement; and to Cleary Giacobbe Alfieri Jacobs for work relating to the Old Orchard Pump Station Easement in the amount of \$144.00 for August legal fees 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

EXECUTIVE SESSION

A motion to go into Executive Session at 5:45 pm for the purpose of discussing personnel matters was offered by Mr. Charnick, seconded by Mr. Redd, and adopted on a unanimous voice vote. Upon completion, the Executive Session was closed.

The Board decided to give Mr. Muccie the \$5,000 salary increase as a result of obtaining his C-1 license and will amend the Rules and Regulations to show that financial rewards in the future will be determined when the reward is earned.

Resolution to authorize a salary increase of \$5,000 for Mr. Muccie for obtaining his C-1 license 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

The Board also discussed benefits for part-time employees and it was decided to match the Borough's cut-off of 30 hours/week to determine full or part-time status and whether or not an employee qualifies for benefits. In light of Mrs. Flynn's outstanding work during the pandemic, the Board decided to give her a \$5,000 bonus.

Resolution to authorize a bonus of \$5,000 for Mrs. Flynn for outstanding work during the pandemic 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 approximately 6:00 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.***