

The regular meeting of the Eatontown Sewerage Authority was held at 5:00 P.M. on May 10, 2022 in the Borough Hall, 47 Broad Street, Eatontown, New Jersey. The Chairman, Peter Berkley, 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: Peter Berkley  
Jeanna Migliaccio  
Kenneth East  
Brian Charnick  
Herman Redd (retiring)  
Lori Flynn (new)

ALSO PRESENT: Ted Lewis, Executive Director  
Stephen Schreiber, Engineer  
John Bonello, Attorney  
Herb Volner, Superintendent  
Michelle Hu, Treasurer  
Gloria Aderton, Assistant Treasurer  
Chrystle Hernandez, Office Clerk

MEMBERS ABSENT: None

CITIZENS PRESENT: None

## **APPROVAL OF MINUTES**

Mr. Charnick moved to approve the minutes of the regular meeting held on April 12, 2022. The motion was seconded by Mr. East and adopted on a unanimous voice vote.

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

### **Engineering Committee**

There was no committee report.

### **Technological Committee**

Mr. Berkley has contacted the MEL Institute to begin the process of having them complete a free technology audit which they offer to members.

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

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

- **Employee Appreciation Dinner**

Mr. Lewis noted that it's been a while since the Authority has had an employee appreciation dinner and suggested that one be planned. After some discussion, it was decided to hold the regular meeting next month followed by dinner at a local restaurant.

- **Borough Takeover**

Mr. Lewis spoke with the Borough Administrator to discuss the Borough taking 5% of the Authority's revenue to which they're allowed by statute. Mr. Lewis told him that the Authority expects communication regarding this issue to be in writing to help clarify the situation. Mr. Lewis will pass along any further correspondence.

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

Mr. Volner presented his report with the following addition:

- **Replace Diesel Generators with Natural Gas Generators**

The Authority currently has two remaining pump stations, Old Deal Road and Deep Woods, with aging diesel backup generators and would like to replace them with natural gas generators.

***Resolution to authorize T&M Associates to prepare bid documents to replace the diesel generators with natural gas generators at the Old Deal Road and Deep Woods Pumping Stations was offered by Mr. Berkley, seconded by Mrs. Flynn, and adopted on the following roll call vote:***

ROLL CALL

AFFIRMATIVE: Peter Berkley, Jeanna Migliaccio, Kenneth East, Brian Charnick, and Lori Flynn

NEGATIVE: None

ABSTENTION: None

ABSENT: None

### **Attorney's Report**

There was no attorney's report.

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

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

- **Avenue of Memories Sewer Improvements (FMERA)**

Mr. Schreiber noted that the Avenue of Memories is a county road and the current pump station is within the road's 100' wide right-of-way. T&M will design the footprint of the proposed pump station and then it will be up to FMERA to determine its final location as Mr. Schreiber doubts that the county will allow it to remain within the road's right-of-way.

Mr. Berkley took this opportunity to ask if there had been a resolution regarding the grease trap waiver request which had been requested by the owner of the proposed sushi restaurant at the last meeting. Mr. Schreiber stated that there had been some confusion as there isn't a minimum requirement for grease traps as they're sized for each case based on anticipated flow but there is a minimum requirement for sand/oil separators and that's where the confusion arose. The applicant submitted their calculations for the grease trap and it was deemed to be sufficient.

## **PROGRESS OF PROJECTS**

- **Old Orchard Pump Station Replacement**

The attorney for Old Orchard has requested a zoom meeting on 5/17/22 to discuss potential development plans. Mr. Berkley and Mr. East will plan on attending the meeting.

## **UNFINISHED BUSINESS**

- **Route 35 Emergency Repairs**

The engineer has received the permit from NJ DOT and the repair site is scheduled for final paving on the evening of either 5/24 or 5/25.

- **Borough 2022 Capital Road Program**

No change in status from last month when Mr. Schreiber spoke to the Borough regarding making sewer rehabilitation part of planned street upgrades and repaving in order to consolidate effort and reduce costs. The Borough was amenable to the idea but there is no Scope of Work determined yet, again because of the elevated construction costs.

- **2022 Sewer Collection System Rehabilitation**

The Engineer is creating a phased proposal for future approval in order to reduce the possibility of as many emergency repairs as possible.

## **NEW BUSINESS**

- **Asset Management Plan proposal**

The Authority is in need of an Asset Management plan to budget for future maintenance and repair of capital assets and also to have in place as it will eventually be a prerequisite to secure capital funding. T&M Associates has submitted a proposal to create an Asset Management plan which the Authority has reviewed and finds acceptable.

***Resolution to authorize T&M Associates to move forward with the Asset Management proposal as submitted was offered by Mr. Berkley, seconded by Mrs. Migliaccio, and adopted on the following roll call vote:***

**ROLL CALL**

AFFIRMATIVE: Peter Berkley, Jeanna Migliaccio, Kenneth East, Brian Charnick, and Lori Flynn

NEGATIVE: None

ABSTENTION: None

ABSENT: None

- **Employee Appreciation Event**

As previously discussed

## **BILLS**

***Resolution to authorize paying the bills in the amount of \$448,721.69 as submitted from the operating account in Kearny Bank was offered by Mr. Berkley, seconded by Mrs. Migliaccio, and adopted on the following roll call vote:***

## ROLL CALL

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

**APPROVAL OF TRANSFERS FROM THE FOLLOWING ACCOUNTS**

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

(May 2022 Operating Expenses) \$ 448,721.69

(June 2022 Salaries) \$ 35,320.24

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Total Transfers: \$ 484,041.93

***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 \$448,721.69, and to Kearny Bank payroll account for the payroll of June 2022 in the amount of \$35,320.24, was offered by Mr. Berkley, seconded by Mrs. Flynn, and adopted on the following roll call vote:***

## ROLL CALL

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

**ADJOURNMENT**

With no further business to address, Mr. Berkley moved to adjourn the meeting at approximately 5:38 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.***