

The regular meeting of the Eatontown Sewerage Authority was held at 5:10 P.M. on February 14, 2023 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 Asbury Park Press 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
Brian Charnick
Lori Flynn

MEMBERS ABSENT: Kenneth East
Jeanna Migliaccio

ALSO PRESENT: Ted Lewis, Executive Director
Stephen Schreiber, Engineer
John Bonello, Attorney
Michelle Hu, Treasurer
Tina Zavalas, Assistant Treasurer
Chrystle Hernandez, Office Clerk

CITIZENS PRESENT: None

APPROVAL OF MINUTES

Mr. Charnick moved to approve the minutes of the meeting held on February 14, 2023. The motion was seconded by Mr. Berkley and adopted on a unanimous voice vote.

REPORTS OF COMMITTEES, MEMBERS, & ENGINEER

Executive Director's Report *

Mr. Lewis presented his report with the following addition:

Tina Zavalas was introduced as the new Assistant Treasurer. He commended both Ms. Hu and Ms. Hernandez for their work while shorthanded.

Superintendent Herb Volner has volunteered to put off his retirement temporarily allowing for extra time to transition in someone new.

There was a meeting with Howard Commons/Liberty Point to discuss the rebuilding of the pump station at Eatoncrest. They suggested lowering the tank to service their entire project by gravity feed. If not, they would have to build a new pump station that the Authority would have to take over. There was a question of whether they could do the work. Mr. Bonello commented that they could use a developer's agreement to avoid having to bid the job out, but it would be subject to our engineers' approval.

- **Old Orchard Pump Station**

Work has started with the sheathing and digging will start next week.

- **Sun Eagles**

Still waiting for SCADA calibration. Mr. Schreiber will reach out to contact for updates.

Superintendent's Report *

Mr. Charnick questioned if the superintendent's duties are documented, Mr. Volner said there is a written job description, however the crew are aware of all necessary jobs, scheduled maintenance and reports.

Mr. Lewis inquired about a clean out that they were unable to locate, Mr. Volner said that finding the clean outs in the Woodmere area is problematic due to poor record keeping. Whenever they are found it is properly documented for future reference.

Engineer's Report *

Mr. Schreiber offered his report with no additions.

PROGRESS OF PROJECTS

- **Old Orchard Pump Station Replacement**

Status as noted in Engineer's report.

UNFINISHED BUSINESS

- **Asset Management Plan**

A meeting will be scheduled in the future to discuss and answer all questions in depth.

Mrs. Flynn previously inquired about potential bonds available to help offset costs. Mr. Schreiber noted that there is no additional funding or grants currently available to the Authority.

- **FMERA – Avenue of Memories Sewer Improvements**

Status as noted in Engineer's report.

NEW BUSINESS

- **Request for Waiver of Interest: Kent Egelton, 59 Redwood Drive, Block 102, Lot 13**

The board discussed the request to waive the interest accrued for Mr. Egelton and it was decided the fee would not be waived as it would set a precedent. Mr. Charnick moved to deny the waiver. The motion was seconded by Mr. Berkley and adopted on a unanimous voice vote.

BILLS

Resolution to authorize paying the bills in the amount of \$544,200.24 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: Peter Berkley, Brian Charnick, and Lori Flynn
NEGATIVE: None
ABSTENTION: None
ABSENT: Kenneth East and Jeanna Migliaccio

APPROVAL OF TRANSFERS FROM THE FOLLOWING ACCOUNTS

TD Revenue Trust to Kearny Bank Operating Account and Payroll Account:	
(February 2023 Operating Expenses)	\$ 544,200.24
(March 2023 Salaries)	\$ 35,752.47
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Total Transfers:	\$579,952.71

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 \$544,200.24, and to Kearny Bank payroll account for the payroll of March 2023 in the amount of \$35,752.47, was offered by Mr. Charnick, seconded by Mr. Berkley, and adopted on the following roll call vote:

ROLL CALL

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

Resolution to authorize payments for capital improvements from the Kearny Bank operating account to T&M Associates in the amount of \$1,565.00 for work relating to Old Orchard Pump Station Replacement Contract Administration and Inspection and \$3,756.00 for work relating to the Asset Management Plan and to Cleary Giacobbe Alfieri Jacobs LLC in the amount of \$3,343.00 for Old Orchard Pump Station Easements January 2023 legal fees was offered by Mr. Charnick, seconded by Mr. Berkley, and adopted on the following roll call vote:

ROLL CALL

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

ADJOURNMENT

With no further business to address, Mr. Charnick moved to adjourn the meeting at approximately 5:30 pm.

Office Clerk

**** All reports of Committees, Members & Engineer are available for the public to review in the Authority's office and can also be reviewed online.***