

A Public Hearing for the 2023 Connection Fee of the Eatontown Sewerage Authority was held at 5:00 P.M. on December 12, 2023 in the Borough Hall, 47 Broad Street, Eatontown, New Jersey. The 2023 connection fee was increased from \$2,355.00 to \$2,498.00 and adopted on a unanimous voice vote. No public attended the Hearing. The Minutes of the Hearing were transcribed by Kelly Wenzel of Depo Link.

A Public Hearing for the adoption of the 2024 Budget of the Eatontown Sewerage Authority was held at 5:08 P.M. on December 12, 2023 in the Borough Hall, 47 Broad Street, Eatontown, New Jersey. No public attended the Hearing. The minutes of the budget hearing were transcribed by Kelly Wenzel of Depo Link.

The regular meeting of the Eatontown Sewerage Authority was held at 5:18 P.M. on December 12, 2023, in the Borough Hall, 47 Broad Street, Eatontown, New Jersey. The Chairman, Jeanna Migliaccio, 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: Jeanna Migliaccio
 Brian Charnick
 Ken East
 Lori Flynn

MEMBERS ABSENT: Peter Berkley
 John Bonello
 Ruchit Patel

ALSO PRESENT: Ted Lewis, Executive Director
 Herb Volner, Superintendent
 Steven Schrieber, Engineer
 Mike Willis, Engineer
 Steven Colvell, Auditor
 Robert Oliwa, Auditor
 Michelle Hu, Treasurer
 Tina Zavolas, Assistant Treasurer
 Chrystle Hernandez, Office Clerk
 Kevin Carrino, Maintenance
 Chris Muccie, Maintenance

CITIZENS PRESENT: None

APPROVAL OF MINUTES

Mr. Charnick moved to approve the minutes of the regular meeting held on November 14, 2023. The motion was seconded by Mrs. Flynn and adopted by voice vote and abstained from Mr. East.

REPORTS OF COMMITTEES, MEMBERS, & ENGINEER

Executive Director's Report *

Mr. Lewis presented his report with the following addition:

Mr. Lewis stated that there will be an executive session following the regular meeting to discuss employment issues. There were 1000 apartments approved for the Monmouth Mall. The population will increase in Eatontown, a C3 will be required in the future.

Superintendent's Report *

Mr. Volner presented the Superintendent's report with the following addition:

Mr. Volner stated that those who already hold the C2 license, the DEP will grandfather in for the C3 if town becomes a C3 coded town.

Engineer's Report *

Mr. Schreiber introduced Mr. Mike Willis, as he will be filling in for Mr. Patel while he's on family leave. He stated Mr. Willis has experience with water and sewer. He also said that the Liberty Pointe project is moving along.

PROGRESS OF PROJECTS

- **2023 Sewage Collection System Rehabilitation Phase 1**

T&M Associates have been working on this and already have a package in place to bid 2024.

UNFINISHED BUSINESS

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

Mr. Lewis will have a meeting with Netflix and FMERA to discuss the proposed site development plan.

- **Sun Eagles Golf Course**

Mr. Lewis stated that the SCADA is almost complete and that the Phase 2 connection fees have been paid for 20 units. Renovations have been made to Gibb's Hall. Fifteen affordable housing unit connection fees have been paid at 50% deduction for each unit.

- **Wilson Avenue Sanitary Sewer Extension**

Mr. Lewis reported that the construction is close to being completed. He suggested that the authority start billing County DPW in 2024. Mr. Gianforte of TRWRA advised that the ESA should consider charging connection fees. Mr. Schreiber will work on connection fee calculations.

- **NJUA JIF Cyber Risk Management Program**

Mr. Massa will be the one to sign in for the cybersecurity emails. Mrs. Migliaccio & Mr. Berkley to update after speaking with Mr. Massa.

- **Office Space**

Mr. Lewis met with the Borough Administrator regarding any options for larger office space, he stated they have architects looking into growing the borough's space. If no change office employees are to "tough it out". Mrs. Migliaccio is to inquire about offsite office space rent prices.

NEW BUSINESS

- **2023 Connection Fee Approval**

Resolution to approve the 2023 connection fee was offered by Mr. Charnick, seconded by Mr. East, and adopted on the following roll call vote:

ROLL CALL

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

- **Adoption of 2024 Budget**

Resolution to adopt the 2024 budget was offered by Mr. Charnick, seconded by Mr. East, and adopted on the following roll call vote:

ROLL CALL

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

- **Resolution #2023-12-01: Closing out City MD Urgent Care and Releasing Escrow funds.**

Mr. Charnick offered a Resolution to approve closing out City MD. The resolution was seconded by Mr. East and adopted on the following roll call vote:

ROLL CALL

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

- **Resolution #2023-12-02: Closing out Amended Electronic Concepts Project and Releasing Escrow Funds.**

Mr. Charnick offered a Resolution to close out the Amended Electronic Concepts Project. The resolution was seconded by Mr. East and adopted on the following roll call vote:

ROLL CALL

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

- **Additional Commvault Quote for Server Back up**

The Authority received an additional quote from Commvault for server backup. The Authority already paid the original quote which included server backup. The Board decided to table this until January 2024, to acquire more information.

BILLS

Resolution to authorize paying the bills in the amount of \$28,825.48 as submitted from the operating account in Kearny Bank was offered by Mrs. Migliaccio, seconded by Mr. Charnick, and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Jeanna Migliaccio, Brian Charnick, Ken East, Lori Flynn
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:	
(December 2023 Operating Expenses)	\$ 28,825.48
(January 2024 Salaries)	\$ 31,934.05
Total Transfers:	\$ 60,759.53

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 \$28,825.48 and to Kearny Bank payroll account for the payroll of December 2023 in the amount of \$31,934.05 was offered by Mrs. Migliaccio, seconded by Mr. Charnick, and adopted on the following roll call vote:

ROLL CALL

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

EXECUTIVE SESSION

A motion to go into Executive Session at 5:46p.m. for the purpose of discussing personnel matters such as salaries for 2024.

Upon completion, the Executive Session was closed. The board members returned to the Regular Session at 6:18p.m.

ADJOURNMENT

With no further business to address, Mrs. Migliaccio moved to adjourn the meeting at 6:18pm


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.***