

The regular meeting of the Eatontown Sewerage Authority was held at 5:03 P.M. on January 9, 2024, 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
Peter Berkley
Brian Charnick
Ken East
Lori Flynn

MEMBERS ABSENT: None

ALSO PRESENT: Ted Lewis, Executive Director
Chris Muccie, Superintendent
Mike Willis, Engineer
John Bonello, Attorney
Michelle Hu, Treasurer
Tina Zavalas, Assistant Treasurer
Chrystle Hernandez, Office Clerk
Dan Edgeworth, Maintenance

CITIZENS PRESENT: None

APPROVAL OF MINUTES

Mr. Berkley moved to approve the minutes of the regular meeting held on December 12th, 2023. The motion was seconded by Mr. East and adopted by a unanimous voice vote.

REPORTS OF COMMITTEES, MEMBERS, & ENGINEER

Executive Director's Report *

Mr. Lewis presented his report with the following additions: Mr. Lewis stated our acting superintendent Chris Muccie was reviewing our safety records and discovered we may not be compliant with some safety issues. Mr. Lewis has contacted the Chief of the Asbury Park Fire Department to give proposal to be on the Rescue team. Mr. Lewis stated that there will be an executive session following the regular meeting to discuss employment issues.

Superintendent's Report *

Mr. Muccie presented the Superintendent's report with the following addition: Get everything up to code. Mr. Muccie met with Dynamic Engineering to discuss the upstream manholes for Liberty Pointe project. Our attorney, Mr. Bonello reviewed the easement and found it to be acceptable.

Engineer's Report *

Mr. Willis presented the Engineer's report with the following additions: Final Paving was completed in December 2023 for the Wilson Avenue Project. The Authority will bill Monmouth County DPW in January. Mr. Willis is working on the connection fee calculations.

PROGRESS OF PROJECTS

- **2023 Sewage Collection System Rehabilitation Phase 2**

The 2023 sewer rehab project phase 2 is scheduled to be ready to bid Feb/March 2024.

UNFINISHED BUSINESS

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

Mr. Lewis stated we are waiting for follow-up on the relocation of the pump station.

- **Sun Eagles Golf Course**

T&M to set up a call to follow-up with partial flume meter.

- **NJUA JIF Cyber Risk Management Program**

Mr. Massa will be the one to sign up for the cybersecurity emails. Mr. Berkley to work with Mr. Massa.

- **Office Space**

Mr. Lewis to follow up with local realtor for some options, ideas and cost on 500-600 square feet.

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

Mr. Berkley reported that the additional quote has been resolved for this year. No need to consider the proposal for the gateway. Mr. Berkley will work with Mr. Massa to keep it updated.

NEW BUSINESS

- **Resolution #2024-01-01: Risk Management Consultant's Agreement(Conner Strong & Buckelew).**

Mrs. Migliaccio offered a Resolution to approve risk management's consultants agreement. The resolution was seconded by Mr. Berkley and adopted on the following roll call vote:

ROLL CALL

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

NEGATIVE: None

ABSTENTION: None

ABSENT: None

BILLS

Resolution to authorize paying the bills in the amount of \$83,122.52 as submitted from the operating account in Kearny Bank was offered by Mrs. Migliaccio, seconded by Mr. Berkley, and adopted on the following roll call vote:

ROLL CALL

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

APPROVAL OF TRANSFERS FROM THE FOLLOWING ACCOUNTS

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

(January 2024 Operating Expenses)	\$ 83,122.52
(February 2024 Salaries)	\$ 35,278.36
(2023 Annual Employer Appropriation to PERS)	<u>\$ 58,086.00</u>
Total Transfers:	\$ 176,486.88

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 \$83,122.52 and to Kearny Bank payroll account for the payroll of February 2024 in the amount of \$35,278.36, 2023 Annual Employer Appropriation to PERS \$58,086.00, was offered by Mrs. Migliaccio, seconded by Mr. Berkley, and adopted on the following roll call vote:

ROLL CALL

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


EXECUTIVE SESSION

A motion to go into Executive Session at 5:24p.m. for the purpose of discussing personnel matters.

Upon completion, the Executive Session was closed. The board members returned to the Regular Session at 5:46p.m.

ADJOURNMENT

With no further business to address, Mrs. Migliaccio moved to adjourn the meeting at 5:46pm


 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.***