

The regular meeting of the Eatontown Sewerage Authority was held at 5:03 P.M. on March 12, 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
Stacey Fox
Lori Flynn

MEMBERS ABSENT: Ken East

ALSO PRESENT: Ted Lewis, Executive Director
Chris Muccie, Superintendent
Ruchit Patel, Engineer
John Bonello, Attorney
Michelle Hu, Treasurer
Tina Zavalas, Assistant Treasurer
Chrystle Hernandez, Office Clerk

CITIZENS PRESENT: None

APPROVAL OF MINUTES

Mr. Berkley moved to approve the minutes of the regular meeting held on March 12, 2024. The motion was seconded by Ms. Fox and adopted on a voice vote. Mr. Berkley moved to approve the re-organization minutes, seconded by Ms. Fox and adopted on a voice vote.

REPORTS OF COMMITTEES, MEMBERS, & ENGINEER

Executive Director's Report *

Mr. Lewis presented his report with the following additions: Mr. Lewis contacted the Chief of the Asbury Park Fire Department to give a proposal to be on the Rescue team, waiting for a reply. Mr. Lewis stated that there is a Liberty Pointe cost share meeting on 3.13.24 to discuss the ongoing project. Mr. Lewis addressed that the maintenance yard gate needs to be repaired, and the board suggested looking into an automatic gate. Mr. Lewis stated that his laptop has gotten worse and needs to be replaced. The board approved a new laptop to be purchased.

Superintendent's Report *

Mr. Muccie presented the Superintendent's report with the following addition: TV truck breaking down past repair. Mr. Muccie stated that the circle pump station pumps are too small for the capacity of flow. Mr.

Muccie says a telephone line is needed back in the garage. Mr. Muccie proposes that an emergency action plan be in place in case of a force main break.

Mr. Berkley suggested that a vehicle GPS system be installed, with a monthly cost of \$20.

Mr. Berkley offered a motion to approve of the GPS installation on garage vehicles. The resolution was seconded by Mrs. Migliaccio and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Stacey Fox, Jeanna Migliaccio, Peter Berkley and Lori Flynn

NEGATIVE: None

ABSTENTION: None

ABSENT: Ken East

Engineer's Report *

Mr. Ruchit Patel presented his report with no additions.

PROGRESS OF PROJECTS

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

The 2023 sewer rehab project phase 1 is scheduled to be ready for bid by April meeting 2024.

UNFINISHED BUSINESS

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

Mr. Lewis stated this is complete.

- **FMERA- Wilson Avenue Sewer Rehabilitation**

Mr. Lewis stated that this is complete.

- **Sun Eagles Golf Course**

Mr. Lewis stated that there is an ongoing issue with them to pay their bills.

- **Office Space**

Mr. Lewis stated that we are awaiting a quote for the current office space to be restructured and new furniture to be purchased.

NEW BUSINESS

- **Confined Space Rescue Shared Service Agreement**

Mr. Lewis is currently waiting for a proposal.

- **Change Order- Generator Upgrades Old Deal & Deep Woods Pump Station**

The contractor submitted a change order in the amount of \$6,100 for Old Deal Rd & Deep Woods pump stations, due to the extension of the gas lines from meter to generator.

Mr. Berkley offered a Resolution to approve the Change Order request amount of \$6,100. The resolution was seconded by Mrs. Migliaccio and adopted on the following roll call vote:

ROLL CALL

- AFFIRMATIVE: Stacey Fox, Jeanna Migliaccio, Peter Berkley and Lori Flynn
- NEGATIVE: None
- ABSTENTION: None
- ABSENT: Ken East

- **New Camera Truck**

Mr. Muccie stated that the truck keeps breaking down and suggested purchasing a new camera truck. Mr. Berkley suggests applying for a bond, along with a list of items needed for garage and office. Mr. Berkley & Mr. East, the engineering committee, will come up with said list of items.

- **GIS Renewal Quotation**

Mr. Berkley suggested renewing the GIS subscription including desktop single use license maintenance and online annual subscription including back fees from August 2021.

Mr. Berkley offered a Resolution to approve of the GIS Renewal in the amount of \$8,650. The resolution was seconded by Mrs. Migliaccio and adopted on the following roll call vote:

ROLL CALL

- AFFIRMATIVE: Stacey Fox, Jeanna Migliaccio, Peter Berkley and Lori Flynn
- NEGATIVE: None
- ABSTENTION: None
- ABSENT: Ken East

BILLS

Resolution to authorize paying the bills in the amount of \$30,176.54 as submitted from the operating account in Kearny Bank was offered by Mrs. Flynn, seconded by Mr. Berkley, and adopted on the following roll call vote:

ROLL CALL

- AFFIRMATIVE: Jeanna Migliaccio, Stacey Fox, Lori Flynn, and Peter Berkley
- NEGATIVE: None
- ABSTENTION: None
- ABSENT: Ken East

APPROVAL OF TRANSFERS FROM THE FOLLOWING ACCOUNTS

| | |
|--|---------------------|
| TD Revenue Trust to Kearny Bank Operating Account and Payroll Account: | |
| (March 2024 Operating Expenses) | \$ 30,176.54 |
| (April 2024 Salaries) | <u>\$ 35,278.36</u> |
| Total Transfers: | \$ 65,454.90 |

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 \$ 30,176.54 and to Kearny Bank payroll account for the payroll of April 2024 in the amount of \$35,278.36, was offered by Mrs. Flynn, seconded by Mr. Berkley, and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Jeanna Migliaccio, Stacey Fox, Lori Flynn, and Peter Berkley

NEGATIVE: None

ABSTENTION: None

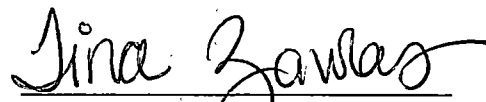
ABSENT: Ken East

EXECUTIVE SESSION

Mr. Lewis stated an executive session was needed to go over personnel matters. The Board went into executive session at 5:46pm

ADJOURNMENT

With no further business to address, Mrs. Flynn moved to adjourn the meeting at 6:05pm


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.**