

The regular meeting of the Eatontown Sewerage Authority was held at 5:04 P.M. on April 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: Peter Berkley
Stacey Fox
Ken East

MEMBERS ABSENT: Jeanna Migliaccio
Lori Flynn

ALSO PRESENT: Chris Muccie, Superintendent
Dan Edgeworth, Maintenance
Ruchit Patel, Engineer
John Bonello, Attorney
Michelle Hu, Treasurer
Tina Zavalas, Assistant Treasurer
Tina Cheng, Office Clerk

ALSO ABSENT: Theodore Lewis, Executive Director

CITIZENS PRESENT: None

APPROVAL OF MINUTES

Mr. Berkley moved to approve the minutes of the regular meeting held on April 9, 2024. The motion was seconded by Ms. Fox and adopted on a voice vote.

REPORTS OF COMMITTEES, MEMBERS, & ENGINEER

Executive Director's Report *

Mr. Lewis submitted his report with no additions.

Superintendent's Report *

Mr. Muccie presented the Superintendent's report with the following addition: Mr. Muccie stated that Land Rover is still blocking easement. Mr. Bonello will send a letter of violation and must clear the area. Mr. Muccie stated that the Circle Pump Station pump is an ongoing issue and it's possible that the pump might be too small for the flow.

Mr. Muccie said that two iPads would be beneficial to view the GIS System. Mr. Berkley moved to approve that Ipads be purchased and seconded by Ms. Fox and adopted with the following roll call.

ROLL CALL

AFFIRMATIVE: Stacey Fox, Ken East, and Peter Berkley

NEGATIVE: None

ABSTENTION: None

ABSENT: Jeanna Migliaccio and Lori Flynn

Additionally, Mr. Muccie said that the garage can implement the CMMS System on their computers to track job requests etc. Mr. Berkley moved to purchase the software from Limble Solutions in the amount of \$3,060 and seconded by Ms. Fox and adopted with the following roll call.

ROLL CALL

AFFIRMATIVE: Stacey Fox, Ken East, and Peter Berkley

NEGATIVE: None

ABSTENTION: None

ABSENT: Jeanna Migliaccio and Lori Flynn

Engineer's Report *

Mr. Ruchit Patel presented his report with the following additions: Mr. Patel stated that the T&M ran a study, and the piping should be replaced because of new buildings for Liberty Pointe/Monmouth Square to help with the increased flow.

PROGRESS OF PROJECTS

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

The 2023 sewer rehab project phase 1 bid was held on April 3rd, 2024.

UNFINISHED BUSINESS

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

The project is still on going.

- **FMERA- Wilson Avenue Sewer Rehabilitation**

Mr. Patel stated they are finalizing the as-built drawings and preparing to close.

- **Sun Eagles Golf Course**

Mr. Patel stated that a meter chamber is in the process of being installed.

- **Office Space**

Mr. Berkley stated that we should move forward with the purchase of new furniture as it doesn't look like we will be getting a bigger office location in the borough. Additionally, more quotes should be researched.

- **Confined Space Rescue Shared Service Agreement**

Mr. Lewis is currently waiting for a proposal.

- **Garage Gate Repair**

Mr. Muccie stated that it's being worked on.

- **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.

NEW BUSINESS

- **Resolution #2024-04-01: Closing out GSVS Veterinary Hospital Project and Releasing Escrow Funds, 246 Industrial Way West, Block 3502, Lots 7&8**

The project is complete and needs to be closed out.

Mr. East offered a Resolution to close out the GSVS Veterinary Hospital project. The resolution was seconded by Mr. Berkley and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Stacey Fox, Ken East, and Peter Berkley

NEGATIVE: None

ABSTENTION: None

ABSENT: Jeanna Migliaccio and Lori Flynn

- **Resolution #2024-04-02: Awarding Contract for Sewer Collection System Rehabilitation Phase 1 to National Water Main Cleaning Company**

Mr. East offered a Resolution Awarding Contract for Sewer Collection Rehabilitation Phase 1 to National Water Main Cleaning Company. The resolution was seconded by Mr. Berkley and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Stacey Fox, Ken East, and Peter Berkley

NEGATIVE: None

ABSTENTION: None

ABSENT: Jeanna Migliaccio and Lori Flynn

- **DCH Kay Honda Sewer Approval**

Mr. Patel stated that an oil/sand interceptor was installed inside the building without approval. The applicant is seeking a waiver to allow the interceptor to remain inside. The board did not approve.

- **Committee Reorganization**

Mr. Berkley proposed the following committee assignments, due to Mr. Charnick's retirement and Ms. Fox appointment to the board.

Personnel committee: Mrs. Migliaccio and Ms. Fox

Engineering committee: Mr. East and Mr. Berkley

Finance Committee: Mr. Berkley and Mr. East

IT/GIS Committee: Mrs. Migliaccio and Mr. Berkley

Mr. East moved to approve the new committee assignments seconded by Mr. Berkley and adopted by the following roll call:

ROLL CALL

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

- **Old Orchard Pump Station**

T&M to plan a site visit.

- **Maintenance Garage Structural Inspection Proposal**

Mr. Berkley proposed moving to be discussed at the next meeting. T&M has submitted a proposal in the amount of \$6,500.

- **Garage Water Heater**

Mr. Berkley got a quote of \$2,000 to replace the water heater because it is leaking. Mr. Berkley made a motion to approve seconded by Ms. Fox.

ROLL CALL

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

BILLS

Resolution to authorize paying the bills in the amount of \$66,104.32 as submitted from the operating account in Kearny Bank was offered by Mr. East, seconded by Mr. Berkley, and adopted on the following roll call vote:

ROLL CALL

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

APPROVAL OF TRANSFERS FROM THE FOLLOWING ACCOUNTS

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

(April 2024 Operating Expenses)	\$ 66,104.32
(May 2024 Salaries)	<u>\$ 38,418.15</u>
Total Transfers:	\$ 104,522.47

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 \$ 66,104.32 and to Kearny Bank payroll account for the payroll of May 2024 in the amount of \$38,418.15, was offered by Mr. East, seconded by Mr. Berkley, and adopted on the following roll call vote:

ROLL CALL

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

EXECUTIVE SESSION

Mr. Berkley stated an executive session was needed to go over personnel matters. The Board went into executive session at 6:10pm

The board came back into public session at 6:35pm. Mr. Berkley moved to terminate Kevin Carrino by the suggestion of the Personnel Committee, Labor Attorney and Executive Director. The motion was seconded by Ms. Fox and adopted by the following roll call.

ROLL CALL

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

ADJOURNMENT

With no further business to address, Mr. Berkley moved to adjourn the meeting at 6:40pm


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.**