



# BAYSHORE REGIONAL SEWERAGE AUTHORITY

100 Oak Street, Union Beach, NJ 07735  
732-739-1095 OFFICE 732-739-2459 FAX

Robert C. Fischer  
EXECUTIVE DIRECTOR

## MINUTES FOR REGULAR MEETING MONDAY, DECEMBER 19, 2016

Chairman Pisano called the Meeting Regular Meeting of the Bayshore Regional Sewerage Authority to order at 7:08 PM and makes the following announcement:

I hereby announce that pursuant to Section 5 of the Open Public Meetings Act, that adequate notice of this meeting has been sent to the Asbury Park Press and is on the BRSA Official Website. Notice has also been sent to the Clerks of Aberdeen, Hazlet, Holmdel, Keansburg, Keyport, Matawan, Union Beach and Marlboro and the Western Monmouth Utilities Authority. This notice is also posted in the lobby of the Bayshore Regional Sewerage Authority Administration Building.

Chairman Pisano asked all in attendance to stand for the Pledge of Allegiance and a Moment of Silence for the safety of US Troops all over the world.

Chairman Pisano requested a roll call of attendance:

**PRESENT:** Commissioners Khachaturian (arrived @ 7:26 PM), Steiner, Sutton, Whalen and Chairman Pisano

**ABSENT:** Commissioner McMullen

Also in Attendance: Robert C. Fischer, Executive Director  
Pete Canal, BRSA Engineer  
J. Michael Broyles, BRSA Superintendent  
Manuel Ponte, Consulting Engineer  
John Napolitano, BRSA Attorney  
Susan DuBey, Admin. Assistant  
Michael Bart, BRSA Auditor  
Stephanie Towns, Stenographer

---

### Public Hearing on 2017 User Charge

At 7:10 P.M. Chairman Pisano calls for a **MOTION** to Open the Public Hearing

OFFERED BY: Commissioner Steiner, SECONDED BY: Commissioner Sutton, and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Steiner, Sutton, Whalen and Chairman Pisano

**ANNOUNCEMENT (by Chairman Pisano)** This portion of the meeting is the Public Hearing for the 2017 User Charge. John Napolitano, General Counsel for BRSA, will issued the Oath to Professionals and commence obtaining Testimony from the Executive Director, Auditor and Consulting Engineer. Public Hearing Minutes will be recorded by a Certified Court Stenographer and will be made available after formal adoption at the January, 2017 Authority Meeting.

### **Public Portion**

**ANNOUNCEMENT (by Chairman Pisano):** This portion of the meeting is now open to the public for comments or questions related to the **2017 Budget and User Charge**. As a courtesy to all, please be mindful of limiting your comments to 5 minutes.

**NO COMMENTS FROM THE PUBLIC**

### **RESOLUTION No. (129/16): Adopt 2017 Budget Resolution- BAYSHORE REGIONAL SEWERAGE AUTHORITY**

**WHEREAS**, the Annual Budget and Capital Budget/Program for the Bayshore Regional Sewerage Authority for the fiscal year beginning January 1, 2017 and ending, December 31, 2017 has been presented for adoption before the governing body of the Bayshore Regional Sewerage Authority at its Open Public Meeting on December 19, 2016; and

**WHEREAS**, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

**WHEREAS**, the Annual budget as presented for adoption reflects Total Revenues of \$9,764,436 Total Appropriations, including any Accumulated Deficit, if any, of \$7,334,436 and Total Unrestricted Net Assets utilized of \$0.00; and

**WHEREAS**, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$14,330,000 and Total Unrestricted Net position planned to be utilized of \$2,430,000.

**THEREFORE BE IT RESOLVED** by the Commissioners of the Bayshore Regional Sewerage Authority, at an Open Public Meeting held on December 19th, that the Annual Budget and Capital Budget/Program of the Bayshore Regional Sewerage Authority for the fiscal year beginning, January 1, 2017 and, ending, December 31, 2017 is hereby adopted and shall constitute appropriations for the purposes stated.

**BE IT FURTHER RESOLVED**, that the Annual budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

OFFERED BY: Commissioner Steiner, SECONDED BY: Commissioner Whalen, and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Steiner, Sutton, Whalen and Chairman Pisano

<u>Governing Body Members</u>	<u>Recorded Vote</u>			
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Commissioner Adam Khachaturian				X
Commissioner Marcy McMullen				X
Commissioner Charles Steiner	X			
Commissioner Bart Sutton	X			
Commissioner Scott Whalen	X			
Chairman Louis Pisano	X			

**RESOLUTION No. (130/16): to Adopt 2017 User Charge Schedule**

**WHEREAS**, in accordance with the Sewerage Authorities Law, N.J.S.A. 40:14A-1, et seq., as amended, the Bayshore Regional Sewerage Authority has conducted a Public Hearing on its annual 2017 Fees and Budget, and will provide a transcript of said Hearing to any interested party; and

**WHEREAS**, the Bayshore Regional Sewerage Authority specifically finds it to be reasonable and necessary to adopt the annexed user charge schedule; and

**NOW THEREFORE BE IT SOLVED** by the Commissioners of the Bayshore Regional Sewerage Authority that the user charge on the attached 2017 Exhibit "E" be, and is hereby adopted and approved for calendar year 2017.

**BE IT RESOLVED** that the following Statement of Revenues and Appropriations shall constitute the Budget of the Bayshore Regional Sewerage Authority for the Fiscal Year Ending December 31, 2017.

**REVENUES**

Retained earnings appropriated	\$	0
Anticipated revenues	\$9,764,436	
<b>Total revenues and other financial sources</b>	<b>\$9,764,436</b>	

**APPROPRIATIONS**

Operating Expenses	\$7,334,436
Capital Appropriations	\$ 0
Debt service, reserves, and deficit	\$2,430,000
<b>Total appropriations</b>	<b>\$9,764,436</b>

**Exhibit "E" Customer Flow Charges**

The Bayshore Regional Sewerage Authority hereby establishes Customer User Charges as follows for 2017:

Aberdeen:	\$1,653,076
Hazlet:	\$2,734,373
Holmdel:	\$1,116,207
Keansburg:	\$ 825,973
Keyport:	\$ 918,425
Matawan:	\$ 943,804
Union Beach:	\$ 706,258
WMUA:	\$ 343,320

OFFERED BY: Commissioner Steiner, SECONDED BY: Commissioner Whalen, and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Steiner, Sutton, Whalen and Chairman Pisano

At 7:16 P.M. Chairman Pisano calls for a **MOTION** to Close the Public Hearing and open the Regular Meeting of the Bayshore Regional Sewerage Authority

OFFERED BY: Commissioner Sutton, SECONDED BY: Commissioner Steiner, and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Steiner, Sutton, Whalen and Chairman Pisano

**MINUTES OF THE PUBLIC HEARING ARE RECORDED SEPARATELY**

## **REPORTS**

### **Executive Directors Report, BRSA Projects, Special Reports & Connection Applications**

#### **Mr. Fischer Reported:**

##### ***Disaster Recovery***

- The Stone Hill Construction installed the final drop down flood gates, all flood gates are installed. The Mercury Scrubber talks continue with Stone Hill Construction, IFCO and CPPE to insure adequate protection to the heat-up of the carbon bed. As of right now the Mercury Scrubber is not on line and BRSA passed the stack test without it.
- Remsco Contracting –Contract 73S- have all the flood gates installed. Punch list items and some work on the pump station are being worked on after which that project can be closed out.
- Shorelands Construction – Contract 71S – is complete and are waiting on a decision on the rebuilding of a couple of pumps after which that contract can be closed out.
- Combined Blower Building Project – Contract 80S – installation of flood wall protection also a temporary wall around blower building #1. Part of the diffusers that are going into the aeration basin will increase the efficiency have been delivered and work there will start soon.
- Power Distribution Project – Contract 81S - to raise all the transformers and electrical distribution in the plant to be raised up to the 500 year storm level. The project has been advertised and we had a pre-bid meeting with a number of interested contractors. The contractors had concerns about receiving pricing from their vendors in time for the bid so we pushed back the bid opening.

##### ***Disaster Funding- Phase I***

- Stone Hill Construction submitted payment application #18 in the amount of \$360,780.59, Remco Contracting submitted payment application #15 in the amount of \$79,575.02. Shorelands did not submit a payment application for this meeting.
- The combined project payments excluding December's totals \$22,343,072.03. Construction costs are 89% of that amount, engineering costs are 10%, administrative costs are .05% and NJEIT Technical fee is .05%. FEMA reimbursable stands at 61% or \$13,777,088.47.

### ***Disaster Funding- Phase II***

- Stone Hill Construction – Contract 80S- Combined Blower Building – submitted application #4 in the amount of \$75,873.76.

### ***2017 Budget***

- The 2017 Budget has been certified by the Department of Community Affairs, Division of Local Government Services and was returned to us last week.
- The 1st quarter, 2017 billing have been sent out to the municipalities with a note that if the budget passes tonight, this is the correct billing. Usually the bills are not sent out until after the Public Hearing however, several towns complained that there is not enough time to get the bill on their agenda for payment.

### **Staff Engineer Report**

#### **Pete Canal Reported:**

- Award Change Order #3 to Northeast Remsco, Contract 73S - in the amount not to exceed \$101,221. Natalia from PS&S presented 16 PCO's to explain the costs of the change order. Chairman Pisano asked if items are FEMA Eligible does that mean FEMA will reimburse us. Natalia said these items have not been submitted yet. FEMA will review all the change orders and address them at the close out of the project. Commissioner Khachaturian asked if these PCO's are PS&S's approval to the contractor. Natalia said yes that PS&S approved these changes at a negotiated price.
- Award Contract 95-Collection System Rehabilitation, Phase I to Metra Industries in the amount of \$2,147,500. Three (3) bids were received, 2<sup>nd</sup> bidder came in at \$2.4 and the 3<sup>rd</sup> was \$3.3.
- Award the purchase of a Trailer Mounted Diesel Portable Compressor to Penn Jersey in the amount of \$20, 544. Only one bid received
- Approve the application and TWA for Aberdeen Family, LP and Aberdeen Senior, LP, contingent upon the payments of the connection and attorney fees.
- Various Plant Buildings, Contract 71S-Award Amendment No. 2 to R3M Engineering for Construction Management & Inspection Services in the amount not to exceed \$10,000.

### **Consulting Engineer – R3M**

#### **Manuel Ponte Reported:**

- Various Buildings, Contract 71S- Construction Management & Inspection Service, Amendment No.2 in the amount of \$10,000 for additional administrative tasks, inspections, shop drawing and as-built reviews and review of contractors pay request.
- Standby Generator – final pay request is in and ready to close out.
- Headworks Odor Control Improvement Project– taking measurements tomorrow. Several weeks to prepare the design, possible advertisement for bids in February.

### **Superintendent's Report**

#### **Mike Broyles Reported:**

- Treatment Plant flow still historically low, barely hit 6 mgd for the month.
- Effluent quality bouncing around trying to get the number back to single digits

- The incinerator is running well.
- We had 7 Odor Control Complaints mostly consistent with the wind direction and speed.
- Mike and Chuck interviewed several potential Operators that will be discussed in Closed Session. The Custodian moved over to the lab however it didn't work out.
- IPP – three IFF and one CEI - Resolution for permit is on the agenda, no significant comments were received.
- An inspection of the Turnpike Authority showed no activity and at this point not sure they qualify to have an IPP permit.

Mr. Fischer commented that there is a lot of paperwork and inspections that goes with the IPP Permits. The lack of activity shows that they have little to no impact on the plants sludge and operations. The Authority still can spot check throughout the year.

- Portable Air Compressor – throughout the years we have had to rent one to do minor concrete work, jack hammer and backup air compressor in the plant. Purchase is recommended and use will reduce cost of rental and provide backup for other plant compressors in an emergency.

**MOTION** (by Chairman Pisano) – to accept the Treasurers Report

## **6. TREASURER'S REPORT**

### **STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS**

<b>TD BANK</b>	<b>Balance</b>
<b>TRUSTEE ACCOUNTS</b>	<b>November 30, 2016</b>
<b><u>2010 NJEIT BONDS</u></b>	
Revenue	\$ 0.00
Construction	\$ 1,357,526.61
Bond Service	<u>\$ .05</u>
Total 2010 Accounts	\$ 1,357,526.66
<b>TD BANK</b>	
NJEIT Project Fund	\$ 3,514,599.31
NJEIT Project Fund #2	\$ 671,959.89
Incoming Revenue Account	\$ 204.21
Operating Regular Account	\$ 268,909.72
Operating Reserve Account	\$14,000,450.41
Operating Payroll Account	<u>\$ 248,347.28</u>
<b>TOTAL AUTHORITY ACCOUNTS</b>	<b>\$18,704,470.82</b>
<b>TOTAL</b>	<b>\$20,061,997.48</b>

Detail of the Trustee accounts, receipts and disbursements, including investment activity, are on file in the Administrative Office of the Bayshore Regional Sewerage Authority.

## SCHEDULE OF ACCOUNTS RECEIVABLE

<b>SERVICE CHARGES:</b>	<b>Balance November 30, 2016</b>
Hazlet Township Sewerage Utility	\$ 0.00
Township of Holmdel	\$ 0.00
Borough of Union Beach	\$ 0.00
Borough of Keyport	\$ 0.00
Borough of Keansburg	\$ 0.00
Borough of Matawan	\$ 0.00
Western Monmouth Utilities Authority	\$ 0.00
Township of Aberdeen	\$ 0.00
<b>TOTAL</b>	<b>\$ 0.00</b>
<b>OUTFALL AUTHORITY CHARGES</b>	
Hazlet Township Sewerage Authority	\$ 0.00
Township of Holmdel	\$ 0.00
Borough of Union Beach	\$ 0.00
Borough of Keyport	\$ 0.00
Borough of Keansburg	\$ 0.00
Borough of Matawan	\$ 0.00
Western Monmouth Utilities Authority	\$ 0.00
Township of Aberdeen	\$ 0.00
<b>TOTAL</b>	<b>\$ 0.00</b>
<b>Balance of Rent Reserve Accounts as of November 30, 2016</b>	
Hazlet Township Sewerage Utility	\$ 753,469.35
Township of Holmdel	\$ 318,711.28
Borough of Union Beach	\$ 194,641.80
Borough of Keyport	\$ 272,235.11
Borough of Keansburg	\$ 303,328.32
Borough of Matawan	\$ 323,106.02
Western Monmouth Utilities Authority	\$ 95,560.86
Township of Aberdeen	\$ 483,258.35
<b>TOTAL</b>	<b>\$ 2,744,311.09</b>

OFFERED BY: Commissioner Steiner, SECONDED BY: Commissioner Sutton, and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Khachaturian, Steiner, Sutton, Whalen and Chairman Pisano

### 7. PAYMENT OF BILLS

**MOTION** (by Chairman Pisano) - for payment of the following:

Operating Fund Req. No.P192 (Payroll)	\$182,800.75
Operating Fund Req. No. 542 (Regular)	\$524,343.98
NJEIT Project Fund Req. #PF-19	\$515,102.53
NJEIT Project Fund #2 Req. # PF2 – 04	\$ 75,873.76

OFFERED BY: Commissioner Steiner, SECONDED BY: Commissioner Khachaturian, and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Khachaturian, Steiner, Sutton, Whalen and Chairman Pisano

## **8. APPROVAL OF MINUTES**

**MOTION** (by Chairman Pisano) - to approve the following Minutes:

Regular Meeting Minutes of November 21, 2016

Closed Session Minutes of November 21, 2016

OFFERED BY: Commissioner Sutton, SECONDED BY: Commissioner Whalen, and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Khachaturian, Steiner, Sutton, Whalen and Chairman Pisano

## **Public Portion**

**ANNOUNCEMENT** (by Chairman Pisano): This portion of the meeting is now open to the public for comments or questions related to Agenda items only. The public is reminded; only questions or comments specific to the scope of the Agenda items are to be addressed at this time. As a courtesy to all, please be mindful of limiting your comments to 5 minutes.

Sam Lauro commented that the Odor from the Plant has been much better.

## **Resolutions**

**RESOLUTION No. (131/16): To Award RFQ 2016-03 Furnish and Deliver of Trailer Mounted Diesel Portable Compressor, in the amount of \$20,544**

**WHEREAS**, the Bayshore Regional Sewerage Authority (“Authority”) is in need of a Trailer Mounted Diesel Portable Compressor; and

**WHEREAS**, the Authority prepared and advertised Request for Quotation #2016-03 to Furnish and Deliver a Trailer Mounted Diesel Portable Compressor; and

**WHEREAS**, one sealed quote was received and publically opened on November 30, 2016 at 2pm, in the amount of \$20,544; and

**WHEREAS**, Penn Jersey Machinery submitted the only quote; and

**WHEREAS**, the quote was reviewed by the Authority Engineer and Purchasing Agent and found to be reasonable and acceptable; and

**WHEREAS**, the Authority has funding available for this project; and

**NOW THEREFORE BE IT RESOLVED**, the Commissioners of the Bayshore Regional Sewerage Authority hereby award RFQ 2016-03, Furnish and Deliver a Trailer Mounted Diesel Portable Compressor to



Penn Jersey Machinery at 847 Rt. 12, Frenchtown, NJ 08825 in accordance with the terms and conditions of the Request for Quotation, in the amount not to exceed \$20,544.

**BE IT FURTHER RESOLVED**, the Executive Director is hereby authorized to execute any necessary documents to award the project to Penn Jersey Machinery of Frenchtown, NJ.

OFFERED BY: Commissioner Khachaturian, SECONDED BY: Commissioner Steiner, and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Khachaturian, Steiner, Sutton, Whalen and Chairman Pisano

**RESOLUTION NO. (132/16): To Adopt & Reissue Final Permits for IFF**

**WHEREAS**, the Bayshore Regional Sewerage Authority (Authority) is a Designated Local Agency (DLA) administering an Industrial Pretreatment Program (IPP) Program pursuant to the General Pretreatment Regulations 40 CFR Part 403 and N.J.A.C 7:14A-1 et seq; and

**WHEREAS**, in accordance with the NJDEP Permit No. NJ0024708 Part IV (F) -5, the Authority is required to re-issue permits within 180 days of the expiration date of the IPP Permit issued to an existing industrial user; and

**WHEREAS**, International Flavors and Fragrances (IFF) with (2) two locations in Hazlet and (1) one location in Union Beach (permittees) are significant industrial users with a permit expiring on December 31, 2016; and

**WHEREAS**, the Authority has issued draft permits to all (3) three permittees setting forth the rules, conditions, limits and other requirements in accordance with N.J.A.C. 7:14A-19.8 (b) by which their respective industrial wastes are permitted to discharge to the Authority system; and

**WHEREAS**, in October, 2016 the Authority Public Noticed its intention to reissue Industrial permits to IFF and provided a 30 day comment period and opportunity for a public hearing for any interested party; and

**WHEREAS**, no significant comments were submitted by the Permittee or any member of the Public; and

**WHEREAS**, the Authority has developed a final permit for all 3 IFF permits based upon the draft permit; and

**WHEREAS**, the Authority deems it desirable to reissue final permits to IFF's (3) three industries to (1) prevent of discharge of pollutants that would interfere with the attainment of effluent limitations, (2) pass through the treatment plant and impair water quality, and (3) affect sludge quality so as to interfere with the Authority's management of sludge.

**NOW THEREFORE BE IT RESOLVED** the Commissioners of the Bayshore Regional Sewerage Authority hereby reissue final permits to IFF's industrial dischargers under permit No. 000001, Union Beach Facility, 000004 R&D Facility, and 000003 Compounding Facility.

**BE IT FURTHER RESOLVED** a copy of this resolution and the final permits shall be sent to the New Jersey Department of Environmental Protection, Division of Pretreatment and Residuals and to International Flavors and Fragrances.

OFFERED BY: Commissioner Steiner, SECONDED BY: Commissioner Whalen, and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Khachaturian, Steiner, Sutton, Whalen and Chairman Pisano

**RESOLUTION NO. (133/16): To Adopt & Reissue Final Permits for CEI**

**WHEREAS**, the Bayshore Regional Sewerage Authority (Authority) is a Designated Local Agency (DLA) administering an Industrial Pretreatment Program (IPP) Program pursuant to the General Pretreatment Regulations 40 CFR Part 403 and N.J.A.C 7:14A-1 et seq; and

**WHEREAS**, in accordance with the NJDEP Permit NO. NJ0024708 Part IV (F) -5, the Authority is required to re-issue permits within 180 days of the expiration date of the IPP Permit issued to an existing industrial user; and

**WHEREAS**, Cosmetic Essence International (CEI) with (1) one location in Holmdel (permittee) is a significant industrial user with a permit expiring on December 31, 2016; and

**WHEREAS**, the Authority has reissued a draft permit to CEI setting forth the rules, conditions, limits and other requirements in accordance with N.J.A.C. 7:14A-19.8 (b) by which their industrial waste is permitted to discharge to the Authority system; and

**WHEREAS**, in October, 2016 the Authority Public Noticed its intention to reissue an Industrial User permit to CEI and provided a 30 day comment period and opportunity for a public hearing for any interested party; and

**WHEREAS**, the Authority did not receive any significant comments from the Permittee or any member of the public; and

**WHEREAS**, the Authority has developed a final permit for CEI based upon the draft permit; and

**WHEREAS**, the Authority deems it desirable to reissue the draft permit as final to CEI to (1) prevent of discharge of pollutants that would interfere with the attainment of effluent limitations, (2) pass through the treatment plant and impair water quality, and (3) affect sludge quality so as to interfere with the Authority's management of sludge.

**NOW THEREFORE BE IT RESOLVED** the Commissioners of the Bayshore Regional Sewerage Authority hereby reissue a final permit to CEI under permit No. 000005; and

**BE IT FURTHER RESOLVED** a copy of this resolution and the final permits shall be sent to the New Jersey Department of Environmental Protection, Division of Pretreatment and Residuals and to CEI.

OFFERED BY: Commissioner Khachaturian, SECONDED BY: Commissioner Steiner, and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Khachaturian, Steiner, Sutton, Whalen and Chairman Pisano

**RESOLUTION No. (134/16): To award Change Order No. 3, in the amount of \$101,221 to Northeast Remsco for Contract No. 73S, Main Pump Station and Sludge Return Building & PS #1, Repairs & Mitigation**

**WHEREAS**, the Bayshore Regional Sewerage Authority (Authority) needs to perform repairs & mitigation on Main Pump Station and Sludge Return Bldg. & PS #1 due to damages caused by Hurricane Sandy; and

**WHEREAS**, in accordance with Local Public Contract Laws, Contract 73-S Restoration & Mitigation of Main Pump Station and Sludge Return Bldg. & PS #1 was awarded to Northeast Remsco Construction, Inc. (NER) on April 20, 2015 for a total price of \$3,379,000 via Resolution 58/15; and

**WHEREAS**, the Authority previously approved Resolution No. 38/16 for Change Order No. 1 in the amount of \$54,348 increasing the total contract value to \$3,433,348; and

**WHEREAS**, the Authority previously approved Resolution No. 71/16 for Change Order No. 2 in the amount of \$204,556 increasing the total contract value to \$3,637,904; and

**WHEREAS**, there is a need to amend the Contract and perform additional work necessary for the completion of the project, including: PCO13- RSB curb sleeve & damper repair for roof fan @ \$3,231; PCO15- Replace CPU's in control panels @ \$11,695; PCO16- WAS pump shaft sleeves @ \$1,528; PCO18- Screen room duct mod's @ \$24,188; PCO19- Sargent door locks @ \$2,269; PCO21- WAS pump #1 volute replacement @ \$3,412; PCO22- Raise J-boxes for RAS pumps @ \$2,772; PCO23- VFD reset push buttons for RSP's @ \$2,580; PCO24- Conveyor pull stop relocation @ \$1,056; PCO25- Locker Extensions @ \$3,681; PCO28- AC Unit for Return Sludge Building @ \$19,155; PCO29- Grounding for raised access floor @ \$5,313; PCO31- Raise light & fire alarm pull switches @ \$2,618; PCO32- Hydrostatic testing of flood barriers @ \$5,251; PCO33- Flood gate foundation modifications @ \$14,472; Credit for removal concrete curb at MPS @ (\$2,000); and

**WHEREAS**, NER has submitted a proposal for Change Order No.3 to amend the contract work, in the amount of \$101,221; and

**WHEREAS**, the Authority staff and our consulting engineer, PS&S have reviewed the proposal and are recommending Change Order No.3, in the amount of \$101,221; and

**WHEREAS**, Change Order No.3 will be submitted to New Jersey Environmental Infrastructure Trust and FEMA for review and approval.

**NOW THEREFORE BE IT RESOLVED** the Commissioners of the Bayshore Regional Sewerage Authority approve Change Order No.3 for Northeast Remsco Construction, Inc., in the amount of \$101,221, increasing the total Contract value to \$3,739,125.

**BE IT FURTHER RESOLVED**, the Executive Director is hereby authorized to execute any necessary documents to approve this Change Order.

OFFERED BY: Commissioner Steiner, SECONDED BY: Commissioner Whalen, and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Khachaturian, Steiner, Sutton, Whalen and Chairman Pisano

**RESOLUTION NO. (135/16): To approve Sanitary Sewer Connection and Treatment Works Approval Application for RPM Development, LLC, Developer for Aberdeen Family, LP & Aberdeen Senior, LP**

**WHEREAS**, RPM Developer, LLC (Developer), is the project developer of Aberdeen Family, LP & Aberdeen Senior, LP, located on Church St., further designated as Block 39, Lot 1.01 & 1.02 in Township of Aberdeen, a 161 Equivalent Dwelling Units (EDU's) Apartment Complex with 145 Residential units, Community Rooms and a Club House; and

**WHEREAS**, the Developer has indicated they have received all local approvals including local sanitary sewer approval; and

**WHEREAS**, the project is expected to generate 27,480 gallons per day of wastewater; and

**WHEREAS**, the Bayshore Regional Sewerage Authority (Authority) Staff Engineer has reviewed the Developers application and is recommending sanitary sewer connection approval; and

**WHEREAS**, RPM Developer, LLC will pay the connection fee in full at \$814,982 and will reimburse the Authority for all review and Attorney fees; and

**NOW THEREFORE BE IT RESOLVED** that RPM Developer, LLC is hereby granted Bayshore Regional Sewerage Authority sanitary sewer approval for the above referenced project, contingent upon the above requirements, payment of the connection fee amount of \$814,982 and reimbursement of all review and attorney fees.

**BE IT FURTHER RESOLVED** the Executive Director is hereby authorized to execute the Statement of Consent documents and return the Treatment Works Approval application to the applicant for processing by the New Jersey Department of Environmental Protection upon payment of all aforementioned fees.

**BE IT FURTHER RESOLVED** the Developer must properly maintain its sanitary sewer system in accordance with the Bayshore Regional Sewerage Authority Rules and Regulations.

**BE IT FURTHER RESOLVED** that this approval is good for a one-year period.

OFFERED BY: Commissioner Khachaturian, SECONDED BY: Commissioner Steiner, and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Khachaturian, Steiner, Sutton, Whalen and Chairman Pisano

**RESOLUTION No. (136/16): To award Interceptor Sewer Rehabilitation Project, Phase 1, Contact 95 to Metra Industries in the amount of \$2,147,000**

**WHEREAS**, the Bayshore Regional Sewerage Authority (Authority) owns and operates interceptor sewers in Keyport, Hazlet and Union Beach that are in need of rehabilitation; and

**WHEREAS**, the Authority contracted Gannett Fleming to design the interceptor sewer rehabilitation improvements necessary by Resolution #53/15; and

**WHEREAS**, the Authority approved Resolution No. 87/16 authorizing public advertisement of the project; and

**WHEREAS**, in accordance with Local Public Contracts Law, the Authority advertised for Interceptor Sewer Rehabilitation Project, Phase 1, Contact 95 and three (3) sealed bid were received and publically opened on October 26, 2016 at 2pm EST, ranging in price from a low of \$2,147,000 to a high of \$3,382,500; and

**WHEREAS**, the apparent low bidder, Metra Industries, Inc. mistakenly wrote the total bid amount on page P-2 at \$2,009,500, whereas the sum of all the bid item prices total \$2,147,000; and

**WHEREAS**, the Authority Attorney and Consulting Engineer, Gannett Fleming have reviewed the bids and recommend award to the lowest responsive responsible bidder, Metra Industries, Inc. in the amount of \$2,147,500; and

**WHEREAS**, funds are available for this project.

**NOW THEREFORE BE IT RESOLVED**, by the Commissioners of the Bayshore Regional Sewerage Authority, that the Contract for Interceptor Sewer Rehabilitation Project, Phase 1, Contact 95 is awarded to Metra Industries, Inc. of Little Falls, NJ in accordance with the terms and conditions of contract documents at a price of \$2,147,000.

**BE IT FURTHER RESOLVED**, the Chairman and Secretary of the Authority are authorized to execute any and all necessary documentation to award the contract to Metra Industries, Inc. of Little Falls, NJ.

OFFERED BY: Commissioner Sutton, SECONDED BY: Commissioner Steiner, and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Khachaturian, Steiner, Sutton, Whalen and Chairman Pisano

**RESOLUTION No. (137/16): To Amend 71S Construction Management Services Contract with R3M**

**WHEREAS**, the Bayshore Regional Sewerage Authority (“Authority”) awarded a contract to R3M Engineering (R3M) for Construction Management Services (CMS) of the Various Authority Buildings Project by Resolution (11/14) on September 15, 2014; and

**WHEREAS**, due to the nature of the disaster recovery project there have been unanticipated change orders, additional shop drawing reviews, additional inspection services and added administrative engineering services as detailed in their letter dated December 7, 2016; and

**WHEREAS**, R3M has presented the Authority with an amendment request to their CMS contract to cover the additional work required as described above; and

**WHEREAS**, the Authority has negotiated a fair and reasonable price for the additional work; and

**WHEREAS**, the unanticipated change orders, additional shop drawing reviews, additional inspection services and added administrative engineering services result in a need to increase the CMS contract for R3M by \$10,000 bringing their total contract value to \$269,528; and

**WHEREAS**, the Amendment Request dated December 7, 2016 for a total not to exceed cost of \$10,000 has been found fair and reasonable by the Authority Engineer and Executive Director; and

**WHEREAS**, funds are available for this purpose, in accordance with NJAC 5:30-5.4.

**NOW THEREFORE BE IT RESOLVED**, that the Commissioners of the Bayshore Regional Sewerage Authority authorize an amendment to the CMS contract with R3M for the Various Authority Buildings project to include unanticipated change orders, additional shop drawing reviews, additional inspection services and added administrative engineering services by an amount not to exceed \$10,000.

OFFERED BY: Commissioner Whalen, SECONDED BY: Commissioner Steiner, and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Khachaturian, Steiner, Sutton, Whalen and Chairman Pisano

**Public Portion**

**ANNOUNCEMENT (by Chairman Pisano)** – This portion of the meeting is OPEN TO THE PUBLIC to discuss any BRSA matters the public may care to address. The public is reminded, only questions or comments not previously addressed; and/or specific to the scope of BRSA’s operations or projects will be addressed. As a courtesy to all members of the public wishing to speak, please be mindful of limiting your comments to 3 minutes.

**THERE WERE NO COMMENTS FROM THE PUBLIC**

**Executive Session**

**MOTION (by Chairman Pisano)** - to go into Closed Session at 8:08P.M. in accordance with Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permitting the exclusion of the public from a meeting in certain circumstances. This action will be taken to discuss matters falling within attorney-client privileges, specifically, pending or anticipated litigation and matters of employment of public employees. It is anticipated at this time that the above stated subject matter shall be made public at such time as the need for non-disclosure no longer exists.

OFFERED BY: Commissioner Steiner, SECONDED BY: Commissioner Whalen, and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Khachaturian, McMullen, Steiner, Sutton, Whalen and Chairman Pisano

**MINUTES FROM EXECUTIVE SESSION ARE RECORDED SEPARATELY**

**MOTION (by Chairman Pisano)** - to end **Closed Session** and **Re-Open** the Regular Meeting @ 8:26PM.

OFFERED BY: Commissioner Sutton, SECONDED BY: Commissioner Steiner, and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Khachaturian, Steiner, Sutton, Whalen and Chairman Pisano

**RESOLUTION No. (138/16): To Rescind Resolution No. 126/16 - Hire a Plant Operator**

**WHEREAS**, the Bayshore Regional Sewerage Authority is a public body corporate and politic organized and existing under and pursuant to the Sewerage Authorities Law; and

**WHEREAS**, for the more efficient operation of the Authority the Bayshore Regional Sewerage Authority has a need to hire a new employee in the position of Operator; and

**WHEREAS**, at the November 21, 2016 meeting Resolution No. 126/16 was passed to hire Alexander Milmo of Oakhurst N.J., effective December 4, 2016 with a 90 day probationary period; and

**WHEREAS**, Alexander Milmo has withdrawn his application for employment with the Authority for personal reasons.

**NOW THEREFOR BE IT RESOLVED** that the Commissioners of the Bayshore Regional Sewerage Authority hereby rescind Resolution No. 126/16, and withdraw the offer of employment to Alexander Milmo, for the position of Plant Operator.

OFFERED BY: Commissioner Sutton, SECONDED BY: Commissioner Steiner, and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Khachaturian, Steiner, Sutton, Whalen and Chairman Pisano

**RESOLUTION No. (139/16): To Hire a Plant Operator**

**WHEREAS**, the Bayshore Regional Sewerage Authority is a public body corporate and politic organized and existing under and pursuant to the Sewerage Authorities Law; and

**WHEREAS**, for the more efficient operation of the Authority the Bayshore Regional Sewerage Authority has a need to hire a new employee in the position of Operator; and

**WHEREAS**, the Authority notified the Union of the operator position and there were no current employee interested; and

**WHEREAS**, the Authority management staff have interviewed qualified candidates for the position of plant Operator; and

**WHEREAS**, Derek Mercorelli of Elizabeth, NJ has demonstrated through his resume and interview the qualities for the position of the Operator.

**NOW THEREFORE BE IT RESOLVED** that the Commissioners of the Bayshore Regional Sewerage Authority authorize the hiring of Derek Mercorelli of Elizabeth, NJ as Plant Operator at a starting pay rate of \$31.41 per hour, effective January 8, 2017 with a 90 day probationary period.

**BE IT FURTHER RESOLVED** subsequent to an acceptable 90 day probationary period Derek Mercorelli be granted all of the benefits of employment as a regular full time employee of the Bayshore Regional Sewerage Authority.

OFFERED BY: Commissioner Whalen, SECONDED BY: Commissioner Steiner, and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Khachaturian, Steiner, Sutton, Whalen and Chairman Pisano

**RESOLUTION No. (140/16): To Hire a Laboratory Technician**

**WHEREAS**, the Bayshore Regional Sewerage Authority is a public body corporate and politic organized and existing under and pursuant to the Sewerage Authorities Law; and

**WHEREAS**, for the more efficient operation of the Authority the Bayshore Regional Sewerage Authority has a need to hire a new employee in the position of Laboratory Technician to fill a position soon to be vacated by the retirement of a current employee; and

**WHEREAS**, the Authority posted the position of Laboratory Technician for plant personnel prior to accepting applications; and

**WHEREAS**, the Authority management staff have interviewed qualified candidates for the position of Laboratory Technician; and

**WHEREAS**, Kevin Smith of West Long Branch, NJ has demonstrated through his resume and interview the qualities for the position of the Laboratory Technician.

**NOW THEREFORE BE IT RESOLVED** the Commissioners of the Bayshore Regional Sewerage Authority authorize the hiring of Kevin Smith of West Long Branch, NJ as Laboratory Technician at a starting pay rate of \$31.86 per hour, effective January 8, 2017 with a 90 day probationary period.

**BE IT FURTHER RESOLVED** subsequent to an acceptable 90 day probationary period Kevin Smith be granted all of the benefits of employment as a regular full time employee of the Bayshore Regional Sewerage Authority.

OFFERED BY: Commissioner Sutton, SECONDED BY: Commissioner Steiner, and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Khachaturian, Steiner, Sutton, Whalen and Chairman Pisano

**Adjournment**

**ANNOUNCEMENT (by Chairman Pisano)**

The next Meeting of the Bayshore Regional Sewerage Authority will be the Regular Meeting of the BRSA on January 16, 2017. At the request of Robert Fischer, Executive Director, the January meeting will be rescheduled for Monday, January 30, 2017. All meetings are held at 7:00 PM in the Administration Building at 100 Oak Street, Union Beach, NJ.

**MOTION (by Chairman Pisano)** to adjourn the meeting @ 8:29 PM.

OFFERED BY: Commissioner Sutton, SECONDED BY: Commissioner Steiner, and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Khachaturian, Steiner, Sutton, Whalen and Chairman Pisano

Respectfully Submitted,

Susan A. DuBey  
Administrative Assistant