

MINUTES FOR
PUBLIC HEARING &
REGULAR MEETING via Zoom
MONDAY, JUNE 21, 2021

At 7:01 P.M., Chairman Sutton made the following announcements:

The Meeting of the Bayshore Regional Sewerage Authority will now come to order. 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. 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.

Remote Public Meeting

STATEMENT READ AT BEGINNING OF THE REMOTE MEETING

The meeting of June 21, 2021 of the Bayshore Regional Sewerage Authority is being held remotely at 7PM and is being recorded due to the COVID-19 pandemic and is in compliance with the provisions of Executive Orders 103 and 104; the Open Public Meetings Act; and N.J.A.C. 5:39-1.1 to 1.7.

The meeting will be accessible via phone or by computer:

Dial in by telephone without a computer at **(646)518-9805** or **(646)876-9923**

Meeting PIN **435470**

Connect via your internet connected device at: <https://us02web.zoom.us/j/89866994932>

Meeting PIN **435470**

Meeting #869 7968 6412 PIN **435470** at <https://zoom.us/join>

Find your local number: <https://us02web.zoom.us/u/kbmvJoQQiV>

During the public comment period, if you would like to make a public comment, please press the "Raise Hand" button on Zoom or dialing *9 on your telephone keypad to raise your hand. A representative of the Authority will address you by name or by the last 4 digits of your telephone number to state your comment. The Authority will unmute your microphone. You must state your name and address prior to making a public comment. You may also mute and unmute yourself by pressing the microphone icon on Zoom or dialing *6 on your telephone keypad. The Authority will not accept comments made through the "chat" feature available on Zoom remote meetings.

Members of the public are also permitted to submit written comments prior to the meeting via mail or e-mail, which will be read during the public comment period.

Chairman Sutton 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 Sutton called for a roll call via Zoom:

PRESENT: Commissioners Cavanagh, McMullen, Khachaturian, Russo, Whalen and Chairman Sutton

Also, in attendance at Authority Offices: Peter Canal, Executive Director, Thomas Petti, P.E., Principal Engineer, Victoria DuDasko, HR/Admin. Assistant, Carlos Nunes, IT

Also in attendance via Zoom: J. Michael Broyles, John Napolitano, Esq. General Counsel, Manuel Ponte, P.E. Consulting Engineer, Michael Bart, CPA, Michael Samuel, P.E., R3M Engineering, Michael Boswell, P.E., Concord Engineering, Victoria Molloy, P.E., Concord Engineering and Diana Ditizii.

CONNECTION FEE PUBLIC HEARING

CONNECTION FEE PUBLIC HEARING MINUTES WERE RECORDED BY THE STENOGRAPHER

RESOLUTION

RESOLUTION NO. (78/21): To Adopt the 2021/2022 Connection Fee

WHEREAS, in accordance with the Sewerage Authorities Law, N.J.S.A. 40:14A-1 et seq., governing the Bayshore Regional Sewerage Authority (“Authority”), as amended, and Rules and Regulations of the Bayshore Regional Sewerage Authority, the Authority has conducted a Public Hearing on its Revised Connection Fee based on the 2020 Audit and Connection Fee calculation prepared by the Authority Certified Public Accountant as well as the 2020 (“EDU”) Equivalent Domestic Unit report prepared by the Authority Consulting Engineer; and

WHEREAS, the Authority specifically finds it to be reasonable and necessary to adopt the annexed connection fee charge.

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority that the Revised Connection Fee of the Authority is hereby adopted and approved.

BE IT FURTHER RESOLVED that the Connection Fee on the attached Exhibit “E” (partial) be, and is hereby incorporated and made part of the Section 7 “Fees” of the Rules and Regulations of the Authority until such time that a revised connection fee is adopted by the Authority.

BAYSHORE REGIONAL SEWERAGE AUTHORITY EXHIBIT “E” (PARTIAL)

Connection Fees

In accordance with NJSA 40:14A-8, the Bayshore Regional Sewerage Authority hereby established connection fees for a direct or indirect connection with, or the use of services of the Authority Sewerage System for the Year 2021/2022.

Connection fee \$5,119.00 for the year 2021/2022 fiscal year

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

A YES: Commissioners Cavanagh, McMullen, Khachaturian, Russo, Whalen and Chairman Sutton

REPORTS

Executive Directors Report

Peter Canal Reported:

R3M Engineering & Concord Engineering Reported:

- Mr. Canal introduced the R3M/Concord Engineering project team and explained they would be providing a brief overview of energy curtailment plan and potential energy savings from the Generators to be installed under the Power Resiliency Project.
- The presentation explained the current operations plan of the generators (storm anticipation mode and emergencies), the need for a Title V air permit and air emissions equipment and a proposed energy management plan that would also include running generators at select times of year to reduce energy spent by BRSA.
- Concord continued to explain the benefits of the program and an estimated benefit cost analysis.
- The presentation concluded with a discussion regarding the next steps of the program and how an energy advisory and management services contract could benefit the Authority. R3m & Concord will work with the staff to submit an energy management proposal.

COVID-19

- Approximately 74% of BRSA employees are vaccinated.
- The Authority's Covid-19 policy has been updated to coincide with the states Covid restrictions.

Power Resiliency Project

- The Power Resiliency Project design is 90% complete and FEMA's comments have been reviewed and responded to. The final design of the project is proceeding.
- HDR requested to handle a few out of scope items under the design allowance and they estimate to be complete with the design this Fall.

Dorr Oliver Rehabilitation RFP

- The Authority staff contacted 3 engineering design firms that have the expertise in incineration and have available resources necessary to complete the project. Proposals are due in August and we hope to have a recommendation for award at the September or October 2021 public meeting.

Human Resources

- The Regulatory Compliance Manager started June 14 and seems to be a good fit at the Authority.
- A new policy for interns and volunteers has been completed and will discuss further in executive session.
- The status of the Union Contract will also be discussed in closed session.

Principal Engineer Report

Tom Petti Reported:

Contract 120 – Matawan Force Main Repairs at Clark Street

- We received a total of 4 bids, the lowest bid was in the amount of \$209,000.00 from CRS Contractors, Inc. of Colts Neck. We have a resolution on the agenda to award contract 120 to CRS Contracts Inc. in that amount.

Grit Facility Repairs & Improvements

- Our grit facility has a need corrosion, structural and operational repairs. Hazen assisted the Operations Staff with an evaluation during Contract 80-S and due to their familiarity

with the plant process and previous modeling work, we have requested and received a proposal from their firm for the project. We have found the proposal to be fair and reasonable. Therefore, we have a resolution on to award the Grit Facility Repairs & Improvements project to Hazen Engineers of Edison, NJ in the amount of \$127,000.00.

Interceptor Sewer Rehabilitation Phase 4

- Our interceptor sewer rehabilitation contracts are created from the findings of our Annual Cleaning & TV Program. Phase 3 is currently out for construction bids; therefore, we have started looking at areas for Phase 4. We are seeking 3-4 firms to issue an RFP to following the same format as previous projects with specific rehabilitation methods for each section of pipe. We are hoping to have RFPs out the end of July or August.

Contract 111-O – Annual Disposal of Grit & Screenings for a Two (2)-Year Period

- Our annual Contract with Spectraserv Inc. for the disposal of grit & screening as part of the preliminary treatment process is set to expire in July 2021. The Contract allows for one (1) two-year extension and an increase in accordance with the latest quarterly Consumer Price Index (CPI), which is 2.0%. Spectraserv has agreed to the two (2) year extension for the same product and terms with a 2.0% increase in the unit price from \$155.00 per ton to \$158.10 per ton increasing the total Contract value to \$31,620.00. There is a resolution on the agenda to award the extension in that amount.

Contract 125-O – Furnish and Deliver Grit Dewatering Screws

- There is a need to replace two (2) grit dewatering screws within our grit chamber facilities. We have received one (1) bid for the procurement of the equipment from GP Jager in the amount of \$79,800.00. We have resolution on the agenda to award the bid to GP Jager of Boonton, NJ.

RFQ 2021-05 – Various Laboratory Analysis Service for a Two (2)-Year Period

- Our annual Service Contract for Various Laboratory Services is set to expire in July 2021. We received one quote from Aqua Pro-Tech Laboratories in the amount of \$21,140.00. We have a resolution on the agenda to award the quote to Aqua Pro-Tech Laboratories of Fairfield, NJ

Consulting Engineer- R3M Engineering

Manuel Ponte Reported:

- Fuel Oil Tank No. 3 was delivered on Friday June 18, 2021.
- Site Specific Odor Control Study task 1 has been completed.

Superintendent's Report

Mike Broyles Reported:

- Average daily flow down 500,000 gallons per day from April
- Effluent Quality has improved since last month without the need for chlorine addition to control activated sludge biology
- Incinerator NOx emissions investigation continues with assistance of Chavond-Barry employees.
- The entire staff received 5 days of safety training.
- JIF did a site visit and found one item for correction regarding the lack of use for ear protection while weed whacking and that has since been corrected.
- The NJDEP air compliance inspector came in May. No results as of yet.
- Proficiency test for the lab was conducted and went well.

- Industrial Treatment Program survey requests were distributed to all the permittees and the surveys have been received back. A summary report is being processed and is due in August 2021.
- As recommend by Ocean Computer Group we modified the server cloud back up and found and corrected several errors.
- We are planning on going live with new accounting software at the end of this month.
- Preventative maintenance is being conducted on all 5 odor control towers
- We had several odor complaints in the May.

TREASURER'S REPORT

STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS

	Balance
<u>UNRESTRICTED INVESTMENTS</u>	<u>4/30/2021 UPDATED 6/17/2021</u>
Lakeland Bank-CD#1	\$ 1,064,290.76
Lakeland Bank-CD#2	<u>\$ 1,045,244.30</u>
TOTAL UNRESTRICTED INVESTMENTS	\$ 2,109,535.06
 <u>TD BANK UNRESTRICTED CASH</u>	
Incoming Revenue Account	\$ 485,491.10
Operating Regular Account	\$ 2,438,134.12
Operating Reserve Account** (TD reserve moved to Lakeland CD#3)	\$ 6,731,256.95
Operating Payroll Account	<u>\$ 754,333.07</u>
TOTAL UNRESTRICTED CASH	\$ 10,409,215.24
TOTAL UNRESTRICTED CASH & INVESTMENTS	\$ 12,518,750.30
 <u>RESTRICTED INVESTMENT</u>	
Cash Management	\$ 7,329,411.22
TD Bank-CD- Emergency Response Fund (moved to TD Reserve)**	\$ 0.00
TD Bank Reserve for Emergency Response Fund**	<u>\$ 3,113,208.50</u>
TOTAL RESTRICTED INVESTMENTS (Corrected)	\$10,442,619.72
 <u>RESTRICTED CASH</u>	
NJEIT Project Fund	\$ 463,484.98
NJEIT Project Fund #II	\$ 3,691,458.63
NJEIT Project Fund #III	\$ 1,136,164.83
Bond Service Fund	<u>\$ 690,128.99</u>
TOTAL RESTRICTED CASH	\$ 5,981,237.43
TOTAL RESTRICTED CASH & INVESTMENTS	<u>\$16,423,857.15</u>
TOTAL AUTHORITY ACCOUNTS (Corrected)	<u>\$28,942,607.45</u>

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

TREASURER'S REPORT

STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS

	Balance
	May 31, 2021
<u>UNRESTRICTED INVESTMENTS</u>	
Lakeland Bank-CD#1	\$ 1,064,290.76
Lakeland Bank-CD#2	<u>\$ 1,045,244.30</u>
TOTAL UNRESTRICTED INVESTMENTS	\$ 2,109,535.06
<u>TD BANK UNRESTRICTED CASH</u>	
Incoming Revenue Account	\$ 628,054.43
Operating Regular Account	\$ 2,480,970.57
Operating Reserve Account	\$ 9,770,832.26
Operating Payroll Account	<u>\$ 750,587.10</u>
TOTAL UNRESTRICTED CASH	\$ 13,630,444.36
TOTAL UNRESTRICTED CASH & INVESTMENTS	\$ 15,739,979.42
<u>RESTRICTED INVESTMENT</u>	
Cash Management	\$ 7,329,607.87
TD Bank-CD	<u>\$ 3,113,208.50</u>
TOTAL RESTRICTED INVESTMENTS	\$10,442,816.37
<u>RESTRICTED CASH</u>	
NJEIT Project Fund	\$ 463,524.34
NJEIT Project Fund #II	\$ 3,690,662.13
NJEIT Project Fund #III	\$ 1,132,615.73
Bond Service Fund	<u>\$ 690,187.60</u>
TOTAL RESTRICTED CASH	\$ 5,976,989.80
TOTAL RESTRICTED CASH & INVESTMENTS	<u>\$16,419,806.17</u>
TOTAL AUTHORITY ACCOUNTS	\$32,159,785.59

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

SCHEDULE OF ACCOUNTS RECEIVABLE

	Balance
	May 31, 2021
BRSA CHARGES	
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	<u>\$ 0.00</u>
TOTAL	\$ 0.00
OUTFALL AUTHORITY CHARGES	
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
TOTAL	\$	0.00

RENT RESERVE ACCOUNTS as of May 31, 2021

Hazlet Township Sewerage Utility	\$	669,484.15
Township of Holmdel	\$	323,438.89
Borough of Union Beach	\$	198,473.83
Borough of Keyport	\$	270,386.98
Borough of Keansburg	\$	268,026.62
Borough of Matawan	\$	327,898.82
Western Monmouth Utilities Authority	\$	114,593.33
Township of Aberdeen	\$	484,588.20
TOTAL	\$	2,656,890.82

Chairman Sutton called for a **MOTION** to approve the Treasurer's Report
OFFERED BY: Commissioner Cavanagh, SECONDED BY: Commissioner Whalen, and carried by
a unanimous voice vote recorded as follows:

A YES: Commissioners Cavanagh, McMullen, Khachaturian, Russo, Whalen and Chairman Sutton

PAYMENT OF REQUISITIONS

Chairman Sutton called for a **MOTION** to approve payment of bills listed on:

Operating Fund Req. No. 598 (Regular)	\$	911,955.96
Payroll Account Req. No.P246 (Payroll)	\$	249,113.62
NJEIT Project Fund #II Req.#PF-56	\$	300.62
NJEIT Project Fund #III Req.#PF3-10	\$	20,432.73
Zion Debt Service Fund-Req.# DS14	\$	54,325.11
Zion Debt Service Fund-Req.# DS15	\$	391,902.10
Zion Debt Service Payment -DS16	\$	109,093.47

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

A YES: Commissioners Cavanagh, McMullen, Khachaturian, Russo, Whalen and Chairman Sutton

APPROVAL OF MINUTES

Chairman Sutton called for a **MOTION** to approve the following Minutes:

Regular Meeting Minutes of May 17, 2021
Closed Session Minutes of May 17, 2021

OFFERED BY: Commissioner McMullen, SECONDED BY: Commissioner Whalen, and carried by a unanimous voice vote recorded as follows:
AYES: Commissioners Cavanagh, McMullen, Khachaturian, Russo, Whalen and Chairman Sutton

RESOLUTIONS

RESOLUTION No. (79/21): To Award Contract 125-O, Furnish & Deliver Grit Dewatering Screws to GP Jager Inc. of Boonton, NJ in the amount of \$79,800.00

WHEREAS, the Bayshore Regional Sewerage Authority (Authority) owns and operates a Wastewater Treatment Plant with a Grit and Screenings facility; and

WHEREAS, there are two (2) grit dewatering screws that are in need of replacement and are essential in the preliminary treatment operations; and

WHEREAS, the Authority Engineering Staff has developed Contract 125-O, Furnish & Deliver Grit Dewatering Screws with technical specifications for the solicitation of public bids; and

WHEREAS, in accordance with Local Public Contracts Law, the Authority advertised for Contract 125-O, Furnish & Deliver Grit Dewatering Screws Project and one (1) sealed bid was received and publicly opened on June 10, 2021 at 2:00 P.M., with the low bidder being GP Jager, Inc. of Boonton, NJ in the amount of \$79,800.00; and

WHEREAS, the Authority Attorney, Principal Engineer and Qualified Purchasing Agent have reviewed the bid and are recommending award of the Contract to GP Jager, Inc. of Boonton, NJ in the amount of \$79,800.00; and

WHEREAS, in accordance with N.J.S.A 5:30-5.4 (a) (3), the Authority certifies the availability of funds in the Major Projects line item of the Authority Operating Budget, to cover the maximum dollar value of the pending Contract as set forth in the Resolution.

NOW THEREFORE BE IT RESOLVED, the Commissioners of the Bayshore Regional Sewerage Authority that GP Jager, Inc of Boonton, NJ is hereby awarded Contract 125-O, Furnish & Deliver Grit Dewatering Screws in the amount of \$79,800.00 in accordance with the terms and conditions of the bid and Contract Documents.

BE IT FURTHER RESOLVED, the Chairman and Secretary are hereby authorized to execute the Contract Documents.

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

A YES: Commissioners Cavanagh, McMullen, Khachaturian, Russo, Whalen and Chairman Sutton

RESOLUTION No. (80/21): To Award Contract 120, Matawan Force Main Repairs at Clark Street to CRS Contractors, Inc. in the amount of \$209,000.00

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) owns and operates a sanitary sewer force main pipeline known as the Matawan Force Main; and

WHEREAS, there is a need to perform external repairs to the pipeline and associated air release manholes; and

WHEREAS, the Authority has contracted with R3M Engineering, Inc to develop Contract 120, Matawan Force Main Repairs at Clark Street with technical specifications for the work and public bidding documents for solicitation of public bids through Phase 2 of the Authority Force Main Condition Assessment and Planning Program, by Resolution No. 49/20; and

WHEREAS, in accordance with Local Public Contracts Law, the Authority advertised for Contract 120, Matawan Force Main Repairs at Clark Street Project and four (4) sealed bids were received and publicly opened on June 3, 2021 at 2:00 P.M., with the low bidder being CRS Contractors, Inc. of Colts Neck, NJ in the amount of \$209,000.00; and

WHEREAS, the Authority Attorney, Principal Engineer and R3M Engineering have reviewed the bids and are recommending award of the Contract to CRS Contractors Inc. of Colts Neck, NJ in the amount of \$209,00.00; and

WHEREAS, in accordance with N.J.S.A 5:30-5.4 (a) (3), the Authority certifies the availability of funds in the Pump Station Improvements line item of the Authority Capital Budget, to cover the maximum dollar value of the pending Contract as set forth in the Resolution.

NOW THEREFORE BE IT RESOLVED, the Commissioners of the Bayshore Regional Sewerage Authority that CRS Contractors Inc, of Colts Neck, NJ is hereby awarded Contract 120, Matawan Force Main Repairs at Clark Street Project in the amount of \$209,000.00 in accordance with the terms and conditions of the bid and Contract Documents.

BE IT FURTHER RESOLVED, the Chairman and Secretary are hereby authorized to execute the Contract Documents.

OFFERED BY: Commissioner Cavanagh, SECONDED BY: Commissioner McMullen, and carried by a unanimous vote recorded as follows:

A YES: Commissioners Cavanagh, McMullen, Khachaturian, Russo, Whalen and Chairman Sutton

RESOLUTION No. (81/21): To Award Request for Quotation 2021-05 Various Laboratory Analysis Service for a Two (2) Year Period to Aqua Pro-Tech Laboratories in the amount of \$21,140.00.

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) owns and operates a Wastewater Treatment Plant in accordance with numerous permits from the New Jersey Department of Environmental Protection (“NJDEP”); and

WHEREAS, there is a need for a service Contract for various laboratory testing, sampling and analysis from a State of New Jersey certified laboratory to satisfy all the NJDEP permitting requirements; and

WHEREAS, the Authority Engineering Staff developed a Request for Quotation (RFQ) 2021-05 Various Laboratory Analysis Service for a Two (2) Year Period; and

WHEREAS, in accordance with Local Public Contracts Law, the Authority advertised and on Friday June 18, 2021 at 11:00 A.M. received quotes for the Various Laboratory Analysis Service for a Two (2) Year Period; and

WHEREAS, one (1) quote was received with a low quote in the amount of \$21,140.00 from Aqua Pro-Tech Laboratories of Fairfield, NJ; and

WHEREAS, the Authority Engineer and Staff have reviewed the quotation and found it to be reasonable and acceptable; and

WHEREAS, in accordance with N.J.S.A. 5:30-5.4 (a) (3), the Authority certifies the availability of funds in the Service Contracts line item of the Authority Operating Budget to cover the maximum dollar value of the pending Contract as set forth in the resolution.

NOW THEREFORE BE IT RESOLVED, the Commissioners of the Bayshore Regional Sewerage Authority hereby award the Various Laboratory Analysis Service for a Two (2) Year Period to Aqua Pro-Tech Laboratories of Fairfield, NJ in accordance with the terms and conditions of the Request for Quotation #2021-05 in the amount not to exceed \$21,140.00.

BE IT FURTHER RESOLVED, the Executive Director is hereby authorized to execute any necessary documents to award the project to Aqua Pro-Tech Laboratories of Fairfield, NJ.

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

A YES: Commissioners Cavanagh, McMullen, Khachaturian, Russo, Whalen and Chairman Sutton

RESOLUTION No. (82/21): To Award a Two (2) Year Extension for Contract 111-O for Disposal of Grit and Screenings to Spectraserv, Inc. in the amount of \$31,620.00.

WHEREAS, in accordance with Local Public Contracts Law at 11:00 A.M. on Tuesday, June 11, 2019, the Bayshore Regional Sewerage Authority (“Authority”) received bids for Contract 111-O Disposal of Grit Screenings for a Two (2) Year Period; and

WHEREAS, on June 17, 2019 the Authority awarded Contract 111-O, Disposal of Grit and Screenings for a Two (2) Year Period, to the lowest responsible bidder being Spectraserv, Inc. of Kearny, NJ, by Resolution #75/19, in the amount of \$31,000.00; and

WHEREAS, on July 19, 2021 the Contract is scheduled to expire; and

WHEREAS, the Contract provides by mutual agreement, and the Local Public Contracts Law allows for a one-time two (2) year extension, where the extension is available and the total price shall not exceed the change in the index rate for the twelve (12) months preceding the most recent quarterly calculation and price available; and

WHEREAS, the Authority and Spectraserv, Inc. mutually agreed to extend the original Contract under the same terms with an increase in price of 2.0% for a period of two (2) years; and

WHEREAS, the original Contract unit price of \$155.00 per ton is increasing to \$158.10 per ton for a total contract amount of \$31,620.00; and

WHEREAS, the extension of the original Contract will require authorization from the Commissioners and the completion of Contract extension documents; and

WHEREAS, the Qualified Purchasing Agreement and Principal Engineer have reviewed the correspondence with Spectraserv, Inc. accepting the two (2) year extension in accordance with the same product, terms and conditions as the original Contract with a 2.0% increase in unit price and are recommending the final two (2) year extension; and

WHEREAS, in accordance with N.J.S.A. 5:30-5.4 (a) (3), the Authority certifies the availability of funds in the Chemical Contracts line item of the Authority Operating Budget to cover the maximum dollar value of the pending Contract as set forth in the resolution.

NOW THEREFORE BE IT RESOLVED, the Commissioners of the Bayshore Regional Sewerage Authority that Spectraserv, Inc. of Kearny, NJ is hereby awarded the remaining and final, two (2) year extension of Contract 111-O Disposal of Grit and Screenings for a Two (2) Year Period in accordance with the terms and conditions of the original bid and Contract Documents, for a total Contract price of \$31,620.00.

BE IT FURTHER RESOLVED, the Chairman and Secretary are hereby authorized to execute the Contract extension Documents.

OFFERED BY: Commissioner McMullen, SECONDED BY: Commissioner Russo, and carried by a unanimous vote recorded as follows:

A YES: Commissioners Cavanagh, McMullen, Khachaturian, Russo, Whalen and Chairman Sutton

RESOLUTION No. (83/21): To Award Engineering Design Services for the Grit Facility Repairs & Improvements Project to Hazen Engineers in the amount of \$127,000.00

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) owns and maintains a Wastewater Treatment Plant that includes aerated grit chambers and an adjacent flow diversion chamber; and

WHEREAS, there is a need for various structural repairs, the replacement of mechanical components and process improvements within the grit chambers and flow diversion chamber; and

WHEREAS, the Authority has solicited a proposal from Hazen Engineers of Edison, NJ for the engineering design services for the Grit Facility Repairs & Improvements Project, dated June 15, 2021, in the amount of \$127,000.00; and

WHEREAS, the Executive Director and Principal Engineer have reviewed the proposal and found it to be fair and reasonable; and

WHEREAS, in accordance with NJAC 5:30-5.4 (a) (3), the Authority certifies the availability of funds in the Treatment Plant & Equipment Improvements line item of the Authority Capital Budget, to cover the maximum dollar value of the pending Contract as set forth in the Resolution.

NOW THEREFORE BE IT RESOLVED the Commissioners of Bayshore Regional Sewerage Authority hereby approve the engineering proposal for the Grit Facility Repairs &

Improvements Project in the amount of \$127,000.00 to Hazen Engineers of Edison, NJ in accordance with the terms and conditions of the proposal dated June 15, 2021.

BE IT FURTHER RESOLVED that the Chairman and Secretary are hereby authorized to execute the contract agreement with Hazen Engineers of Edison, NJ.

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

A YES: Commissioners Cavanagh, McMullen, Khachaturian, Russo, Whalen and Chairman Sutton

RESOLUTION No. (84/21): To Authorize Participation with National Cooperative Purchasing Alliance Pricing Agreement

WHEREAS, N.J.S.A 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the National Cooperative Purchasing Alliance, hereinafter referred to as the “Lead Agency” has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services and;

WHEREAS, on 6/10/2021 the governing body of the Bayshore Regional Sewerage Authority, County of Monmouth, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services.

NOW, THEREFORE BE IT RESOLVED this **RESOLUTION** shall be known and may be cited as the Cooperative Pricing Resolution of the Bayshore Regional Sewerage Authority and Peter J. Canal is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

BE IT FURTHER RESOLVED, The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey. This resolution shall take effect immediately upon passage.

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

AYES: Commissioners Cavanagh, McMullen, Khachaturian, Russo, Whalen and Chairman Sutton

PUBLIC PORTION

Chairman Sutton announces: This meeting is open to the public to discuss any BRSA matter on the agenda 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 5 minutes.

NO PUBLIC IN ATTENDANCE

EXECUTIVE SESSION

Chairman Sutton called for a **MOTION** to go into Closed Session at 8:00 P.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 is taken to discuss matters falling within attorney-client privileges, specifically, pending, or anticipated litigation, contract negotiations 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 McMullen, SECONDED BY: Commissioner Russo, and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Cavanagh, McMullen, Whalen, Russo, Khachaturian and Chairman Sutton

EXECUTIVE SESSION MINUTES ARE RECORDED SEPARATELY

END CLOSED SESSION

Chairman Sutton called for a **MOTION** to End Closed Session and Re-Open the Regular Meeting@ 8:24 P.M.

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

AYES: Commissioners Cavanagh, McMullen, Whalen, Russo, Khachaturian and Chairman Sutton

RESOLUTIONS

RESOLUTION No. (85/21): To Amend the Authority COVID-19 Policy

WHEREAS, on January 31, 2020, the United States Department of Health and Human Services Secretary declared a public health emergency for the United States to aid the nation's healthcare community in responding to COVID-19; and

WHEREAS, on March 9, 2020, New Jersey Governor Phil Murphy declared a public health emergency for the State of New Jersey in responding to COVID-19; and

WHEREAS, on March 16, 2020, the Bayshore Regional Sewerage Authority (the "Authority") Board of Commissioners passed Resolution 60/20 declaring an emergency due to COVID-19 and ordering the Authority to manage the labor force as necessary to protect the health, safety and welfare of the employees, community and facility; and

WHEREAS, on May 24, 2021, New Jersey Governor Phil Murphy issued Executive Order No. 242, which lifted major COVID-19 restrictions; and

WHEREAS, in a Memorandum to the staff dated June 21, 2021, the Authority has amended its COVID-19 Policy in accordance with CDC recommendations and New Jersey Executive Order No. 242; and

NOW, THEREBY, BE IT RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority that the Commissioners hereby adopt the aforementioned and attached changes to the Authority's policies and procedures, effective June 22, 2021.

OFFERED BY: Commissioner McMullen, SECONDED BY: Commissioner Russo, and carried by a unanimous voice vote recorded as follows:
AYES: Commissioners Cavanagh, McMullen, Whalen, Russo, Khachaturian and Chairman Sutton

RESOLUTION No. (86/21): To Adopt Volunteers and Interns Personnel Policies, Procedures and Handbooks

WHEREAS, it is the policy of Bayshore Regional Sewerage Authority (“Authority”) to treat volunteers and interns in a manner consistent with all applicable laws and regulations that apply to volunteers and interns (including, but not limited to, Federal and State employment laws and regulations); and

WHEREAS, best practices require the Authority to review its policies and procedures to ensure that volunteers and interns are treated in a manner consistent with all applicable State and Federal laws and regulations; and

WHEREAS, the Authority has determined that it is in its best interests to adopt a Volunteer Handbook to ensure that volunteers and interns are treated in a manner consistent with these laws and regulations, and to provide the Authority’s volunteers and interns with the policies and practices which apply to their position(s) with the Authority.

NOW, THEREBY, BE IT RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority that the Volunteer Handbook attached hereto is hereby adopted.

BE IT FURTHER RESOLVED that the Volunteer Handbook is only intended to provide guidelines, is not intended to be a comprehensive description of every policy that applies to volunteers, and maybe canceled or changed by the Bayshore Regional Sewerage Authority at any time with or without notice.

OFFERED BY: Commissioner Cavanagh, SECONDED BY: Commissioner Russo, and carried by a unanimous voice vote recorded as follows:
AYES: Commissioners Cavanagh, McMullen, Whalen, Russo, Khachaturian and Chairman Sutton

RESOLUTION No. (87/21): To Approve and Execute the Collective Negotiations Agreement with Local 641 for the term April 1, 2021 to March 31, 2025

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) and Teamsters Local 641 (“Local 641”) are parties to an expired Collective Negotiations Agreement extending from April 1, 2018 through March 31, 2021; and

WHEREAS, the respective parties have met for the purposes of negotiating a successor Collective Negotiations Agreement and have tentatively agreed to those terms and conditions as set forth in a Memoranda of Agreement (“MOA”) and successor Collective Negotiations Agreements extending from April 1, 2021 to March 31, 2025, copies of which are on file with the Authority, and are incorporated by reference herein; and

WHEREAS, Local 641 has ratified the MOA and successor Collective Negotiations Agreement; and

WHEREAS, the Commissioners of the Bayshore Regional Sewerage Authority have reviewed the terms of the MOA and successor Collective Negotiations Agreement and have determined that the negotiated terms and conditions represent a fair and equitable agreement and are in the best interests of the Authority; and

WHEREAS, in accordance with N.J.A.C. 5:30-5.4(a)(3), the Authority certifies the availability of funds in the salary line item of the Authority Operating Budget to cover the maximum dollar value of the successor Collective Negotiations Agreement as set forth in the Resolution.

NOW THEREFORE BE IT RESOLVED that the Commissioners of the Bayshore Regional Sewerage Authority hereby ratify the MOA and successor Collective Negotiations Agreement between the Authority and Local 641, extending from April 1, 2021 through March 31, 2025.

BE IT FURTHER RESOLVED that the Chairman, Secretary, Executive Director, and/or other appropriate parties are hereby authorized to take the necessary subsequent actions on behalf of the Authority to execute the Collective Negotiations Agreement and MOA.

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

ROLL CALL: Commissioners Cavanagh, McMullen, Russo, Khachaturian and Chairman Sutton

ABSTAINED: Commissioner Whalen

ADJOURNMENT

ANNOUNCEMENT (by Chairman Sutton):

The next B.R.S.A. Public Meeting is scheduled for Monday, June 21, 2021, at 7:00 P.M. All meetings take place in the Administration Building of the Authority located at 100 Oak Street, Union Beach, NJ 07735.

At 8:27 P.M. Chairman Sutton called for a **MOTION** to Adjourn the meeting.

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

AYES: Commissioners Cavanagh, Khachaturian, McMullen, Russo, Whalen and Chairman Sutton

Respectfully submitted,
Victoria DuDasko
Administrative Assistant/ HR