



# BRS A

# BAYSHORE REGIONAL SEWERAGE AUTHORITY

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Peter J. Canal  
EXECUTIVE DIRECTOR

## MINUTES FOR REGULAR MEETING (via Zoom) MONDAY, November 15, 2021

At 7:02 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 September 20, 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/j/89866994932>

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.

*Committed to a Clean Environment for Today, Tomorrow and Generations to Come*  
BRS A staff, November 2006

- We have one new COVID case to report this month.
- C.114-S, Power Resiliency Generation (PRG) Project – we remain in the process of finalizing the final design. All permits apart from Title 5 have been obtained. Without the Title 5 permit PRG can only be operated in emergencies.

**Executive Directors Report**  
**Peter Canal Reported:**

**REPORTS**

- PS&S was contracted to perform an Engineering Evaluation Study to examine two rehabilitation and two replacement alternatives for the Raritan Valley Force Main (RVFM).
- The RVFM is an 8-inch ductile iron pipeline that runs from the pumping station off Briscoe Terrace in Hazlet, to a BRSA manhole in the ball field behind Beers Street School.
- Slip-lining & Cured-in-Place (CIPP) were the rehabilitation methods examined by PS&S. CIPP is not recommended.
- Horizontal Directional Drilling (HDD) & Jack & Bore were the replacement methods reviewed by PS&S. Jack & Bore is not recommended.
- PS&S reviewed permitting requirements of the New Jersey Turnpike Authority as the force main passes under all four lanes of the Garden State Parkway.
- PS&S reviewed the scoring matrix and comparison between Slip-lining & HDD. Replacement of the force main utilizing HDD is the recommended alternative.

**Presentation on Raritan Valley Force Main Evaluation by**  
**Richard Crane & Robert Fisher of PS&S**

Chairman Sutton called for a roll call via Zoom:  
**PRESENT:** Commissioners Cavanagh, McMillen, Khachatryan, Whalen, Russo and Chairman Sutton  
 Also, in attendance: Peter Canal, Executive Director  
 J. Michael Broyles, Superintendent  
 Thomas Pett, P.E., Principal Engineer  
 John Napolitano, Esq. General Counsel  
 Manuel Ponte, P.E. Consulting Engineer  
 Victoria DuDasko, HR/Admin. Assistant  
 Carlos Nunes, IT  
 Roy Anderson Maintenance Supervisor

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.

### **FEMA Project worksheets (PW's)**

- Closeout for projects 1 & 2 continues to proceed well. PW #3966 is closed out and we received an additional \$96,316. PW #4189 is also being closed out and we will be receiving approximately \$150,000. We also have two remaining PW's that we are working with NJOEM to complete. PS&S has expanded their budget to complete the required paperwork for closeout and are requesting an additional \$11,100 to complete.

### **Dorr Oliver Rehabilitation**

- The design of the Incinerator Rehabilitation Project was awarded to HDR at the October Meeting. The project kickoff meeting was held on November 12, 2021. The design is expected to take 16 months.

### **Finance**

- Delta Dental renewal was received, and we have noticed no increases from the previous year.
- The Authority's Operating Capital Budget was approved by the Board at the October meeting and submitted to the NJDCA by their deadline. Currently, we have not received any notifications.
- At this time there are no official amendments required for this year's budget, however, an internal capital budget update was provided.
- There are payments to approve for this month's Project Fund (PF) No. 2 by PS&S in the amount of \$2,170 and for PF No. 3 for R3M in the amount of \$215.00, for Cleary Giacobbe Alfieri and Jacobs in the amount of \$234.00 and for HDR Engineering, Inc in the amount of \$1,473.80
- There is a resolution on for a new truck for operations from the 2022 budget. We need to put the order in now so we can expect to receive it sometime in the Spring of 2022.

### **Human Resources**

- We have one matter for closed session

### **Other**

- Our fuel oil delivery company, Allied spilled approximately 141 gallons of fuel oil. Allied has taken responsibility for the cleanup. We have contracted our LSRP, O'Brian & Gere (O&G) to oversee the cleanup and comply with the NJDEP requirements. The O&G proposal is not to exceed \$6,500.
- For anyone attending the annual AEA and/or NJLM conferences, the JIF, our insurance provider is hosting a training class and any elected officials that attends will help offset the cost of our insurance. Victoria will be coordinating the AEA conference and JIF training.

A small discussion was held about the upcoming AEA and Atlantic City's crime rate

### **Principal Engineer Report**

#### **Tom Petti Reported:**

- **Contract 106 – Sludge Concentration Tanks Rehabilitation** – All work is now complete. We have a resolution on to close out that project.
- **Contract 120 – Matawan Force Main Repairs at Clark Street** – All work is now complete. We have a resolution on to close out that project.
- **West Keansburg Force Main Replacement Phase 2** – This is a 20-inch ductile pipeline. In 2016 we replaced the last 80 feet of this force main. During the repair, corrosion was noticed, which caused an investigation utilizing the standby Contractor in July 2021. The

- investigation findings concluded that 210 linear feet of the force main needed to be replaced. We have a proposal on to award the design to R3M, in the amount of \$65,350. phase 4. We have approximately 3,425 linear feet of 36 and 42-inch Reinforced Concrete interceptor sewer pipe located in Union Beach with evidence of corrosion, visible reinforcement, structural deficiencies, and various sags. We issued an RFP to 4 engineering firms, Jacobs Engineering Group, Mott MacDonald, Gannett Fleming & CDM Smith for design services of the repairs.
  - **Raritan Valley Force Main Evaluation Study** – Robert Fischer & Richard Crane of PS&S attended tonight's meeting to review the draft report with the Board.
  - **Contract 126-O – Annual Furnishing & Delivering of No. Two (2) Fuel Oil for a One (1) Year Period** – Our annual fuel oil Contract. This contract is set to expire in December and is usually a one-year contract with two one-year extensions. We have currently used both extensions. We have compared a one-year contract with a two-year contract from bids taken on October 29. We are recommending the one-year contracts with extensions.
  - **Rental of One (1) 750 KW Diesel Generator** – In September, a standby generator was rented for a repair on the main pump station. The rental cost was \$17,768.00
  - **Geographical Information Systems (GIS) Mapping** – We are continuing to build our GIS system within the collection system and wastewater treatment plant with upgrading mapping and recordkeeping. Our Engineer, Colliers Engineering (dba Maser Consulting) submitted a proposal for continued GIS Service for 2022. We have a resolution on tonight to award the service in the amount of \$39,905.00.
- Consulting Engineer- R3M**  
**Manuel Ponte Reported:**
- **4<sup>th</sup> Quarter Flow Report**  
Hazel increased their EDUs by 205.00 as compared to their previous year. Union Beach also has an increase of 5.00 EDUs.
  - Commissioner Cavanagh mentioned the towns with the EDUs are going up and, in the future, he hopes to see this fixed as a long-term objective. Mr. Ponte replied that it is a 2% increase. Commissioner Cavanagh then stated the towns that do have EDUs and the towns that do not have EDUs seems to be inconsistent. Mr. Canal stated this is likely due to precipitation. Commissioner Cavanagh stated Matawan is getting a big increase and Mr. Canal informed that Matawan may have their sanitary sewer pipes in low lying and wet areas of land, which may contribute to their higher flows during wetter periods.
  - **Condition Assessment- Phase II Validation and Initial Repairs**  
No Activity
  - **Power Resiliency System**  
Previously reported
  - **Fuel Oil Tank No. 3**  
Essentially Completed and in use. Previous lines just need to be purged, sealed and pressure tested.
  - **WP&P Miscellaneous Structural Repairs**  
We continue to proceed on preparing a review set of plans and specifications.

- **Administration Building Roof Replacement**  
Continue to work with staff and contractors to find the best way to replace the roof
- **General Consulting Engineer Services**  
Conducted the Annual Inspection of the Plant & Collection System.

**Superintendent's Report**

**Mike Broyles Reported:**

- October was a drier flow month by 25 million gallons
- IFF Research & Development submitted their flow for October of 1,297,100 gallons
- Effluent quality basically the same as September
- We have wetter sludge during October resulting in increased fuel usage .
- Incinerator is currently out of service, cooling down since Friday night, removed most of the sand with plans to remove the remaining for repairs starting tomorrow.
- We received one odor complaint on 10/15
- We had two delayed startups for the incinerator due to the new fuel tank being placed in service and a delivery issue with our polymer supplier
- Several Staff members participated in the NJ Water Environmental Associations Fall Technology Transfer Seminar
- The lab achieved acceptable results for the make up sample for the Water Pollution Proficiency test and submitted those results to the vendor for submission to NJDEP.
- Preparations have also been made for the Annual NJPDES Permit sampling of influent, effluent, sludge, and priority pollutants scans of all three IFF locations.
- Our cyber risk management meets all requirements to qualify for the Municipal Excess Liability insurance deductible reimbursement for a Tier 1 facility.

Mr. Broyles asked Mr. Anderson if he had anything to add and Mr. Anderson stated it was all covered.

**TREASURER'S REPORT**

**STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS**

	<b>Balance</b>
	<b>October 31, 2021</b>
<b><u>UNRESTRICTED INVESTMENTS</u></b>	
Lakeland Bank-CD#1	\$ 1,066,347.61
Lakeland Bank-CD#2	<u>\$ 1,047,264.33</u>
TOTAL UNRESTRICTED INVESTMENTS	\$ 2,113,611.94
<b><u>TD BANK UNRESTRICTED CASH</u></b>	
Incoming Revenue Account	\$ 1,034.64
Operating Regular Account	\$ 2,512,125.05
Operating Reserve Account	\$ 9,009,040.16
Operating Payroll Account	<u>\$ 628,689.38</u>
TOTAL UNRESTRICTED CASH	\$ 12,150,889.23
TOTAL UNRESTRICTED CASH & INVESTMENTS	\$ 14,264,501.17

	\$ 198,515.44	Borough of Union Beach
	\$ 323,506.69	Township of Holmdel
	\$ 669,624.49	Hazlet Township Sewerage Utility
<b>RENT RESERVE ACCOUNTS as of October 31, 2021</b>		

	\$ 0.00	<b>TOTAL</b>
	\$ 0.00	Township of Aberdeen
	\$ 0.00	Western Monmouth Utilities Authority
	\$ 0.00	Borough of Matawan
	\$ 0.00	Borough of Kearsburg
	\$ 0.00	Borough of Keyport
	\$ 0.00	Borough of Union Beach
	\$ 0.00	Township of Holmdel
	\$ 0.00	Hazlet Township Sewerage Utility
<b>OUTFALL AUTHORITY CHARGES</b>		

	\$ 0.00	<b>TOTAL</b>
	\$ 0.00	Township of Aberdeen
	\$ 0.00	Western Monmouth Utilities Authority
	\$ 0.00	Borough of Matawan
	\$ 0.00	Borough of Kearsburg
	\$ 0.00	Borough of Keyport
	\$ 0.00	Borough of Union Beach
	\$ 0.00	Township of Holmdel
	\$ 0.00	Hazlet Township Sewerage Utility
<b>BRSA CHARGES</b>		

Balance  
October 31, 2021

**SCHEDULE OF ACCOUNTS RECEIVABLE**

	\$ 7,330,784.44	Cash Management
	\$ 1,192.98	Lakeland Bank Reserved Checking
	\$ 3,111,897.21	Lakeland Bank Reserve CD#3
<b>RESTRICTED INVESTMENT</b>		
	\$ 10,443,847.63	<b>RESTRICTED CASH</b>
	\$ 463,718.67	NJBT Project Fund
	\$ 3,691,198.57	NJBT Project Fund #II
	\$ 1,126,300.90	NJBT Project Fund #III
	\$ 134,955.42	Bond Service Fund
<b>TOTAL RESTRICTED CASH</b>		
	\$ 5,416,173.56	<b>TOTAL RESTRICTED CASH &amp; INVESTMENTS</b>
	\$ 15,860,048.19	<b>TOTAL AUTHORITY ACCOUNTS</b>
<b>\$30,124,549.36</b>		

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

Borough of Keyport	\$ 270,443.66
Borough of Keansburg	\$ 268,082.80
Borough of Matawan	\$ 327,967.56
Western Monmouth Utilities Authority	\$ 114,617.35
Township of Aberdeen	\$ 484,689.78
<b>TOTAL</b>	<b>\$ 2,657,447.77</b>

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

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

### **PAYMENT OF REQUISITIONS**

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

Operating Fund Req. No. 603 (Regular)	\$ 561,667.03
Payroll Account Req. No. P 251 (Payroll)	\$ 264,857.17
NJEIT Project Fund #11 Req. #PF-58	\$ 2,170.00
NJEIT Project Fund #111 Req. #PF3-15	\$ 1,922.80

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

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

### **APPROVAL OF MINUTES**

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

Regular Meeting Minutes of October 11, 2021  
Closed Session Minutes of October 11, 2021

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

AYES: Commissioners Cavanagh, Whalen, Russo and Chairman Sutton

ABSTAIN: Commissioner McMullen

ABSENT: Commissioner Khachaturian

NO PUBLIC IN ATTENDANCE.

**RESOLUTIONS**

**RESOLUTION No. (127/21): To accept R3M's 2021/2022 Final Flow Report**

**WHEREAS**, R3M Engineering, Consulting Engineers for the Baysshore Regional Sewerage Authority ("Authority") have determined the quantity of sewage from each of the Towns and Authorities connected to the Authority's system for the Fourth and Final Quarter of the year 2021/2022; and **WHEREAS**, said flow figures have been calculated from actual meter readings, maintenance service reports, meter calibration reports and other data; and

**WHEREAS**, said flow figures have been reviewed by the Commissioners of this Authority; and **WHEREAS**, in accordance with the Service Agreement Union Beach and Hazlet have certified the number of respective EDU's connected to the system as of October 1, 2021. **NOW THEREFORE BE IT RESOLVED**, that the Commissioners of the Baysshore Regional Sewerage Authority hereby accept the flow calculations, certified by R3M for the Fourth and Final Quarter of the year 2021/2022.

**BE IT FURTHER RESOLVED**, that the Commissioners of the Baysshore Regional Sewerage Authority accept the EDU Certification of Union Beach identified in their report submitted by T&M Associates dated October 18, 2021 identifying structures demolished/rebuilt as of 10/1/21, as well as CO's issued between October 1, 2020 and October 1, 2021 for a net increase of 5 EDU's as well as the EDU Certification of Hazlet identified in their report submitted by CMB Associates dated October 19, 2021 for a net increase of 205 EDU's.

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

**RESOLUTION No. (128/21): To Authorize Dental Benefit Coverage with Delta Dental For 2021/2022**

**WHEREAS**, Baysshore Regional Sewerage Authority provides its employees with dental benefits through Delta Dental; and **WHEREAS**, in a memorandum dated December 1, 2021 Delta Dental of New Jersey offered 12-month coverage rates at \$47.99 per month for one (1) party coverage, \$92.85 per month for two (2) party coverage, and \$159.78 per month for three (3) party coverage; and **WHEREAS**, said rates represent no increase over the existing rates; and **WHEREAS**, in accordance with NJAC 5:30-5.4(a)(3), the Authority certifies the availability of funds, the Authority Health Insurance line item, to cover the maximum dollar value of the pending contract as set forth in the Resolution. **NOW THEREFORE BE IT RESOLVED**, by the Commissioners of the Baysshore Regional Sewerage Authority accepts the 12-month rate offered by Delta Dental of New Jersey and contract with the same for the period December 1, 2021 to November 30, 2022.

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



**RESOLUTION No. (129/21): To Award Contract 126-O, Furnishing & Delivering of No. 2 Fuel Oil for a One (1)-Year Period to Griffith-Allied Trucking, LLC of Hillsborough, NJ in the amount of \$327,420.60**

**WHEREAS**, the Bayshore Regional Sewerage Authority (“Authority”) has a need to continue the delivery of Fuel Oil in an uninterrupted fashion to supply fuel for the emergency generators and incinerator systems; and

**WHEREAS**, the Authority has a current Contract for the Furnishing and Delivering of Fuel Oil which expires on December 18, 2021; and

**WHEREAS**, the Authority Engineering Staff has developed Contract 126-O, Furnishing & Delivering of No. 2 Fuel Oil for either a one (1) or two (2)-year period with technical specifications for the solicitation of public bids; and

**WHEREAS**, in accordance with Local Public Contracts Law, the Authority advertised for Contract 126-O, Furnishing & Delivering of No. 2 Fuel Oil and two (2) sealed bids were received and publicly opened on October 29, 2021 at 11:00 A.M., with the low bidder being Griffith-Allied Trucking LLC of Hillsborough, NJ for a one (1)-year period in the amount of \$327,420.60; and

**WHEREAS**, the Authority Attorney, Principal Engineer and Qualified Purchasing Agent have reviewed the bid and are recommending award of the Contract to Griffith-Allied Trucking, LLC of Hillsborough, NJ in the amount of \$327,420.60; and

**WHEREAS**, in accordance with N.J.S.A 5:30-5.4 (a) (3), the Authority certifies the availability of funds in the Fuel 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 Griffith-Allied Trucking, LLC of Hillsborough, NJ is hereby awarded Contract 126-O, Furnishing & Delivering of No. 2 Fuel Oil for a One (1)-Year Period in the amount of \$327,420.60 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 Whalen, and carried by a unanimous vote recorded as follows:

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

**RESOLUTION No. (130/21): To Award the Rental of One (1) 750KW Diesel Generator to Foley Incorporated in the amount of \$17,768.00.**

**WHEREAS**, the Bayshore Regional Sewerage Authority (Authority) owns and maintains a Wastewater Treatment Plant with various buildings, tanks and treatment processes; and

**WHEREAS**, there is a need for the rental of a 750 KW generator for four weeks to maintain daily operations and back-up power while plant repairs and replacement of controls to the Main Pumping Station Generator are completed; and

**WHEREAS**, in accordance with Local Public Contracts Law, the Authority requested Quotations for the rental, equipment, labor, etc.; and

**WHEREAS**, one (1) quote was received in the amount of \$17,768.00 from Foley Incorporated of Philadelphia, PA.; and

**WHEREAS**, the Authority Superintendent 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 Unrestricted Net Position 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 Baysore Regional Sewerage Authority hereby award the Rental of one (1) 750kw Generator to Foley Incorporated of Philadelphia, PA. in accordance with the terms and conditions of the Quotation #05071 in the amount not to exceed \$17,768.00.

**BE IT FURTHER RESOLVED**, the Executive Director is hereby authorized to execute any necessary documents to award the equipment rental to Foley Incorporated of Philadelphia, PA.

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

**RESOLUTION No. (131/21): To Purchase One (1) 2022 Ford F350 4WD Regular Cab Pick Up by NJ State Contract from Winner Ford of Cherry Hill, NJ, for the Total Amount of \$42,804.00**

**WHEREAS**, the Baysore Regional Sewerage Authority ("Authority") is in need of one (1) new 2022 Ford 350 4WD Regular Cab Pick Up vehicle for the Maintenance Supervisor; and **WHEREAS**, the Authority can purchase equipment under State Contract without competitive bidding in accordance with the Local Public Contract Law; and

**WHEREAS**, Chas S Winner Inc., DBA Winner Ford of Cherry Hill, NJ has one (1) 2022 Ford F350 4WD Regular Cab Pick Up vehicle, under State Contract No. A88758, T2101, in the amount of \$42,804.00; and

**WHEREAS**, the Authority staff find the State Contract price to be lower than similar offers; and

**WHEREAS**, in accordance with N.J.S.A. 5:30-5.4 (a) (3), the Authority certifies the availability of funds in the unrestricted net position of the Authority Capital Budget, to cover the maximum dollar value of the pending contract as set forth in this Resolution.

**NOW THEREFORE BE IT RESOLVED**, the Commissioners of the Baysore Regional Sewerage Authority hereby award the Contract for the purchase of one (1) 2022 Ford F350 4WD Regular Cab Pick Up vehicle to Chas S Winner Inc., DBA Winner Ford of Cherry Hill, NJ in accordance with the terms and conditions of their State Contract, in the amount not to exceed \$42,804.00.

**BE IT FURTHER RESOLVED**, the Chairman and Secretary are hereby authorized to execute any necessary documents to award the contract to Chas S Winner Inc., DBA Winner Ford of Cherry Hill, NJ.

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

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

**RESOLUTION No. (132): To Award Engineering Services for 2022 Geographic Information Systems (eGIS) and Global Positioning Systems (GPS) Professional Enterprise to Colliers Engineering & Design, Inc. of Red Bank, NJ in the amount of \$39,905.00**

**WHEREAS**, the Bayshore Regional Sewerage Authority (“Authority”) maintains paper records of its mapping and as-built drawings; and

**WHEREAS**, the Authority has a need to upgrade its paper record infrastructure and standardize an overall master file containing all sewer and treatment plant assets; and

**WHEREAS**, by Resolution No. 118/20, the Authority contracted with Colliers Engineering & Design, Inc. (d.b.a. Maser Consulting, P.A.) for the 2021 Annual Engineering Services for Geographic Information Systems (eGIS), Global Positioning Systems (GPS) and Network Hosting in the amount of \$44,485.00; and

**WHEREAS**, the existing agreement with Colliers Engineering & Design, Inc. is for a one (1)-year term and is due to expire at the end of the year; and

**WHEREAS**, the Authority desires to continue building and utilizing its GIS mapping; and

**WHEREAS**, Colliers Engineering & Design, Inc. has submitted a Proposal dated November 2, 2021 to provide Geographic Information Systems (eGIS) and Global Positioning Systems (GPS) services for 2022 for an amount not to exceed \$39,905.00; and

**WHEREAS**, the Executive Director and Principal Engineer have met with Colliers Engineering & Design, Inc. to review the proposal and find it to be fair and reasonable; and

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

**NOW THEREFORE BE IT RESOLVED**, the Commissioners of the Bayshore Regional Sewerage Authority hereby award the Engineering Services for 2022 Geographic Information Systems (eGIS) and Global Positioning Systems (GPS) services, for an amount not to exceed \$39,905.00 to Colliers Engineering & Design, Inc. of Red Bank, NJ in accordance with the terms and conditions of their proposal dated November 2, 2021.

**BE IT FURTHER RESOLVED**, that the Chairman and Secretary are hereby authorized to execute the Contract agreement with Colliers Engineering & Design, Inc. of Red Bank, NJ.

**BE IT FURTHER RESOLVED**, that a copy of this award shall be placed in the official Authority newspaper and on the Authority web site within ten (10) days of award.

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

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

**RESOLUTION No. (133/21): To Award Engineering Design Services for the West Kearsburg Force Main Replacement – Phase 2 to R3M Engineering, Inc., in the amount of \$65,350.00**

**WHEREAS**, the Baysshore Regional Sewerage Authority (“Authority”) owns and operates a sanitary sewer force main pipeline known as the West Kearsburg Force Main in Hazlet, NJ; and **WHEREAS**, as a result of a recent inspection, there is a need to replace an approximately 210 linear foot section of the force main due to age and corrosion; and **WHEREAS**, the Authority has solicited a proposal from R3M Engineering, Inc. of Old Bridge, NJ for the engineering design services for the West Kearsburg Force Main Replacement – Phase 2, dated November 2, 2021, in the amount of \$65,350.00; 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 Pump Station 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 the Baysshore Regional Sewerage Authority hereby approve the engineering proposal for the West Kearsburg Force Main Replacement – Phase 2, in the amount of \$65,350.00 to R3M Engineering, Inc., of Old Bridge, NJ in accordance with the terms and conditions of the proposal dated November 2, 2021.

**BE IT FURTHER RESOLVED**, that the Chairman and Secretary are hereby authorized to execute the contract agreement with R3M Engineering, Inc., of Old Bridge, NJ. **BE IT FURTHER RESOLVED**, that a copy of this award shall be placed in the official Authority newspaper and on the Authority web site within ten (10) days of award.

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

**RESOLUTION No. (134/21): To Amend PS&S Engineering Contract for Close-out of FEMA Project Worksheets and General Assistance in the amount of \$11,000**

**WHEREAS**, the Baysshore Regional Sewerage Authority (“Authority”) owns and operates a Wastewater Treatment Plant that needed extensive repair and mitigation work done due to Superstorm Sandy; and **WHEREAS**, the Authority incurred expenses during the repair and mitigation of two stages also known as Phase I and Phase II; and **WHEREAS**, the purpose of the closeout is for the Authority to certify that all work has been completed; and **WHEREAS**, on April 20, 2020 the Baysshore Regional Sewerage Authority (“Authority”) approved an engineering proposal to PS&S Engineering (PS&S) of Wall Township, NJ for FEMA

Project Worksheets Closeout and General Assistance, in the amount of \$25,000 via Resolution #68/20 in accordance with the terms and conditions of their proposal dated April 8, 2020; and

**WHEREAS**, it is necessary for PS&S to perform work beyond the scope of their contract including additional work to finalize the Close-out of FEMA Project Worksheets and financial coordination activities with FEMA and the New Jersey Office Emergency Management; and

**WHEREAS**, PS&S has submitted an amendment request for this additional work dated November 10, 2021 in the amount of \$11,000; and

**WHEREAS**, the Executive Director and Financial Administrator have met with PS&S to review the amendment and find it to be fair and reasonable for the additional scope added to the Engineering Services; and

**WHEREAS**, in accordance with NJAC 5:30-5.4(a)(3), the Authority certifies the availability of funds in the Engineering 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**, that the Commissioners of Bayshore Regional Sewerage Authority hereby approve an amendment for the engineering services for the Close-out of FEMA Project Worksheets in the amount of \$11,000 to PS&S Engineering, Inc. of Wall Township, NJ in accordance with their letter dated November 10, 2021 increasing the total contract value to \$11,000.

**BE IT FURTHER RESOLVED**, that the Executive Director is hereby authorized to execute any necessary contract amendment documents.

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

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

**RESOLUTION No. (135/21): To Award LSRP Environmental Consulting Services to Ramboll, Inc. in the amount of \$6,500.00**

**WHEREAS**, the Bayshore Regional Sewerage Authority (“Authority”) owns and maintains a Wastewater Treatment Plant with above ground fuel oil tanks that service the standby generators and incineration systems; and

**WHEREAS**, as the result of fuel oil spill, the Authority has need for a Licensed Site Remediation Professional (LSRP) to provide Environmental Consulting Services; and

**WHEREAS**, the Authority has solicited a proposal from Ramboll, Inc. of Princeton, NJ for the LSRP Environmental Consulting Services as required in response to the fuel oil spill by the New Jersey Department of Environmental Protection, dated November 9, 2021, in the amount of \$6,500.00; 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 Consultant Other 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 Baysshore Regional Sewerage Authority hereby approve a proposal for LSRP Environmental Consulting Services, in the amount of \$6,500.00 to Ramboll, Inc. of Princeton, NJ in accordance with the terms and conditions of the proposal dated November 9, 2021.

**BE IT FURTHER RESOLVED**, that the Chairman and Secretary are hereby authorized to execute the contract agreement with Ramboll, Inc. of Princeton, NJ.

**BE IT FURTHER RESOLVED**, that a copy of this award shall be placed in the official Authority newspaper and on the Authority web site within ten (10) days of award.

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

**AYES:** Commissioners Cavanagh, McMullen, Khachatryan, Whalen, Russo and Chairman Sutton

**RESOLUTION No. (136/21): To Approve Close-Out of Contract 106, Sludge**

**Concentration Tanks Rehabilitation Project**

**WHEREAS**, the Baysshore Regional Sewerage Authority ("Authority") owns and operates four (4) Sludge Concentration Tanks for the conveyance and disposal of sludge; and

**WHEREAS**, in accordance with Local Public Contracts Law, Spectraserv, Inc. was awarded Contract 106, Sludge Concentration Tanks Rehabilitation Project in the amount of \$3,439,000.00 by Resolution No. 123/18; and

**WHEREAS**, Authority previously approved Resolution No. 3/20 for Change Order No. 1 in the amount of \$138,068.49, Resolution No. 127/20 for Change Order No. 2 in the credit amount of \$81,673.65 and Change Order No. 3 in the amount of \$43,205.22, increasing the total Contract Value to \$3,538,600.06; and

**WHEREAS**, all work is complete, and the Principal Engineer and staff are recommending acceptance of the Maintenance Bond and close-out of the Contract.

**NOW THEREFORE BE IT RESOLVED**, the Commissioners of the Baysshore Regional Sewerage Authority hereby approve acceptance of the Maintenance Bond and Close-Out of Contract 106, Sludge Concentration Tanks Rehabilitation Project.

**BE IT FURTHER RESOLVED**, that the Executive Director is hereby authorized to execute any necessary documents to approve close-out of this project.

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

**AYES:** Commissioners Cavanagh, McMullen, Khachatryan, Whalen, Russo and Chairman Sutton

**RESOLUTION No. (137/21): To Approve Close-Out of Contract 120, Matawan Force**

**Main Repairs at Clark Street**

**WHEREAS**, the Baysshore Regional Sewerage Authority ("Authority") owns and operates a sanitary sewer force main pipeline known as the Matawan Force Main; and

**WHEREAS**, in accordance with Local Public Contracts Law, CRS Contractors, Inc. was awarded Contract 120, Matawan Force Main Repairs at Clark Street in the amount of \$209,000.00 by Resolution No. 80/21; and

**WHEREAS**, all work is complete, and the Principal Engineer and staff are recommending acceptance of the Maintenance Bond and close-out of the Contract.

**NOW THEREFORE BE IT RESOLVED**, the Commissioners of the Bayshore Regional Sewerage Authority hereby approve acceptance of the Maintenance Bond and Close-Out of Contract 120, Matawan Force Main Repairs at Clark Street.

**BE IT FURTHER RESOLVED**, that the Executive Director is hereby authorized to execute any necessary documents to approve close-out of this project.

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

AYES: Commissioners Cavanagh, McMullen, Khachaturian, Whalen, Russo 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 8:36 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 will be 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 Whalen, SECONDED BY: Commissioner McMullen, and carried by a unanimous vote recorded as follows:

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

### **END CLOSED SESSION**

**Chairman Sutton** calls for a **MOTION** to End Closed Session and Re-Open the Regular Meeting @ 8:41 P.M.

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

## RESOLUTIONS

### RESOLUTION No. (138/21): To Transfer Salvatore Coppola to the Position

of Operator

**WHEREAS**, for the more efficient operation of the Baysshore Regional Sewerage Authority, there is a need to transfer an employee between departments, and

**WHEREAS**, on October 15, 2021 the Director of Operations ("The Management") posted to fill an open Operator position for the Baysshore Regional Sewerage Authority; and

**WHEREAS**, Salvatore Coppola has successfully bid for the position of Operator in accordance with Article 11 of the Collective Bargaining Agreement; and

**WHEREAS**, the Management has recommended that Salvatore Coppola be transferred to the position of Operator effective October 31, 2021, subject to the required 60-day probationary period; and

**WHEREAS**, in accordance with N.J.S.A 5:30-5.4 (a) (3), the Authority certifies the availability of funds in the Salaries 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 Baysshore Regional Sewerage Authority deem it in the best interest of the Authority to transfer Mr. Salvatore Coppola to the position of Operator effective October 31, 2021, subject to the required 60-day probationary period in accordance with the Collective Bargaining Agreement dated July 21, 2021.

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

## ADJOURNMENT

ANNOUNCEMENT (by Chairman Sutton):

The next B.R.S.A. Public Meeting is scheduled for Monday, December 20, 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 8:42 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