

MINUTES FOR
REGULAR MEETING
via Zoom
MONDAY, August 21, 2023

At 7:03 P.M., Chairwoman McMullen makes the following announcement:

The Public 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.

Join Zoom Meeting:

<https://us02web.zoom.us/j/88944344251>

Meeting ID: 889 4434 4251

Passcode: 187423

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Please be advised that the Zoom link, Meeting ID and Passcode for each meeting are the same.

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.

Chairwoman McMullen 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.

Chairwoman McMullen calls for a roll call of attendance (via Zoom):

PRESENT: Commissioners Cavanagh, Lauro, Mioduszewski, Sutton, Whalen, and Chairwoman McMullen

Also In Attendance: Mr. Peter Canal, Executive Director
Via Zoom J. Michael Broyles, Director of Operations
Roy Anderson, Superintendent
Thomas Petti, P.E., Principal Engineer
Robert Fischer, PS&S
John Napolitano, General Counsel
Manuel Ponte, P.E., Consulting Engineer
Carlos Nunez-Rojas, IT
Chad Sprague, Regulatory Compliance Manager

Matawan Junction Developer Project Presentation

Eric Ballou, P.E. of InSite Engineering Presented on the Matawan Junction Developer Project

- This project involves four (4) existing lots in the Borough of Matawan Transit Redevelopment District.
- The proposed project would remove the three (3) existing buildings and the parking lot and construct a mixed-use mid-rise building consisting of 100 residential units (90 Market Rate & 10 Affordable Housing) and 8,800 square feet of retail space along High Street.
- There is an existing BRSA force main located along Main Street. The building will be constructed approximately 7-10 feet from the property line, requiring special conditions to ensure that foundation construction does not negatively affect this force main.
 - Mr. Petti added that the sanitary flow from the project will be 18,205 gallons per day and the total connection fee is \$512,028.00. The applicant has requested a Developer Agreement for this project.
 - In this case the standard for payment of the connection fee is as follows:
 - 1/3 due prior to approval
 - 1/3 at issuance of first building permit
 - 1/3 at issuance of first Certificate of Occupancy
 - The applicant has paid the first phase of Connection Fee of \$170,676.00 as well as the review fee.
 - The Developer Agreement does include the clause that the Matawan Force Main must be protected. The agreement calls for the Authority's structural engineer to be on-site with the applicant to ensure that the force main is protected. Vibration monitoring and sheathing will be utilized.
 - It is our recommendation the Board approve the TWA, sanitary sewer connection, as well as the Developer Agreement.

Commissioner Cavanagh asked how the development will connect to the BRSA system due to its proximity to the Matawan force main. Specifically, will it connect to Matawan's system and then flow to our force main? Mr. Ballou explained that there is an existing eight-inch gravity line that flows to the Matawan Pump Station. All flow from this project will flow to the pump station via this existing line and then be pumped through the force main. Mr. Petti added that we do not typically allow direct connections to the BRSA force mains.

Mr. Canal asked how far the force main was from the property line. Mr. Ballou stated that the distance varied from nearly on the property line to 3-4 feet away from the property line, making the development project's closest approach to the force main at approximately seven (7) feet. A brief discussion concerning the project design and types of force main protections being used followed.

Commissioner Cavanagh asked about the stormwater design of the project. Mr. Ballou stated that the design actually decreases stormwater run-off onto Main Street and that approval of the stormwater system has already been received from NJDEP, Matawan Borough and for soil erosion.

Commissioner Mioduszewski asked Mr. Canal if the Authority has a rule governing the required distance from a force main for construction activities. Mr. Canal explained that we normally look to maintain a distance of ten (10) feet. However, this is not feasible in this case. This is why review by the Authority's structural engineer is being required as part of the Developer Agreement.

Reports

BRSA Projects, Special Reports & Connection Applications

1. Executive Director's Report

- **Administration** – Our Labor Counsel, Weiner Law Group, provided updates to the Authority Personnel Policy manuals to remain in conformance with the Joint Insurance Fund requirements. The staff has reviewed the proposed changes detailed in the memorandum from Weiner Law Group dated June 29, 2023 and have no issues with them. We are also proposing to amend the Authority COVID-19 policy. More details will be provided in Executive Session.
- **Disaster Recovery Update** – On August 4, 2023, the Authority issued a scope change and time extension request to NJOEM and FEMA on the Power Resiliency Generation Project. This is being done to align the bids received last month that we awarded to Epic Engineering in the amount of \$26,382,000. There is approximately a \$1 Million difference, but we do not need the approval to move forward. FEMA always approves the scope of the project and aligns the cost with the actual costs later. Authorization to Award the Contract was received from NJDEP on August 10, 2023. Contract documents need to be finalized and the pre-construction meeting scheduled. Again, this project is being financed by the NJ Water Bank and reimbursed at up to 90% by FEMA.
- **Finance** – We have begun to work on the Authority budget, holding the 2nd staff budget meeting today. We have scheduled to finalize the draft budget with the staff on September 20, 2023. Drafts will then be sent to the Finance Committee so that meetings can be scheduled to review. I hope to present the Draft Budget for approval at the October public meeting. There is a Resolution on this month to approve flood insurance through Selective Insurance for our Administration and Main Pump Station Buildings, which is required for FEMA assistance. The insurance cost for Option A for both buildings is in the amount of \$5,539. There are payments to approve this month for Project Fund (PF) No. 3, for Power Resiliency Generation Project for Cleary Giacobbe

Alfieri Jacobs LLC in the amount of \$361.00, HDR Engineering in the amount of \$6,735 and R3M Engineering, Inc. in the amount of \$376.50. On August 1st, we received reimbursement from FEMA for Project Fund No. 3, RFR No. 9 (Part of HDR's design fees), in the amount of \$188,353.35.

- **Human Resources** – We have personnel matters for Executive Session.

Commissioner Cavanagh asked what the change order was for the Power Resiliency Generation Project. Mr. Canal explained that FEMA approved the project based on the Engineer's estimate for final design. The actual bid amount was approximately \$1 Million dollars different than the Engineer's estimate. The scope change request is to simply align the actual bid price with the FEMA approval. Commissioner Sutton asked if the actual price was \$1 Million more or less than the estimate. Mr. Canal stated that the actual price was higher than the estimate.

2. Principal Engineer's Report

- **Contract 131 – Grit Facility Repairs & Improvements** – The by-pass pumping testing was started this morning. Phase 1 of the work, which includes concrete restoration and slide gate replacement in the flow division chamber will begin after testing is complete. This phase will last approximately sixty (60) days. Once complete, the contractors will work in the individual grit chambers to perform concrete work, replace some mechanical equipment and replace air headers.
- **Contract 140 – Raritan Valley Force Main Replacement** – PS&S presented on this project at the July public meeting. Five (5) bids were received on August 10, 2023. The low bid, in the amount of \$2,923,740.00, was received from Dulaine Contracting, Inc. of Gladstone, NJ. The bid was reviewed with PS&S and the Authority's attorney. There is a Resolution on to award the Contract to Dulaine Contracting Inc. Additionally, we received a proposal from PS&S to provide full time Construction Administration and Inspection Services in the amount of \$293,000.00. This project requires that work be performed 24/7 once the drilling begins. A large portion of PS&S's proposal is for 24/7 inspection services during the drilling procedures. There is a Resolution on tonight to award the Construction Administration and Inspection Services proposal for the project to PS&S.
- **Contract 149 – Plant HVAC Upgrades** – We received the 90% design from Arcadis on August 14th. This project involves much needed improvements to the HVAC system in the Laboratory Building, Main Pump Station, and Grit Facilities. We are trying to fast track this project to get it out to bid in the fall. Unfortunately, we may not see materials delivered until the spring due to anticipated lead times. We are reviewing the 90% submittal and believe that we will be ready to move forward within the next couple of weeks. There is a Resolution on tonight to authorize advertisement of the Contract for Public Bids.
- **Final Clarifiers #1-4 Rehabilitation & Upgrades** – We received engineering proposals from our prequalified list in the treatment plant category. The RFQ was issued on June 2, 2023 and all three (3) firms (R3M, PS&S, and GHD) submitted proposals on July 28, 2023. R3M submitted the lowest proposal in the amount of \$89,800.00. There is a Resolution to award Design of the Final Clarifiers #1-4 Rehabilitation & Upgrades Project to R3M in the amount of \$89,800.00.

- **Contract 23-008 – Unarmed Security Services** – This Contract was awarded last year and the current vendor was not interested in utilizing the one (1) year extension allowed in the current contract. The contract provides security coverage of the facility between the hours of 11:00 PM and 7:00 AM seven days per week. We received one (1) bid on August 10, 2023 from IronRock Security, Inc. of Lakewood, NJ in the amount of \$81,443.28. This price reflects a correction that we made to a minor mathematical error made on the bid. There is a Resolution on tonight to approve the Contract for a one (1) year period.
- **Matawan Junction, B.5, L.6, 7, 8 & 9, 12 Bank Street, Matawan** – Eric Ballou presented on this project at the beginning of the meeting. There are Resolutions on tonight to approve the Developers Agreement as well as the Connection and Treatment Works Approval.
- **MRT Avet Brothers, LLC, B.107, L. 16, 123 Martha Place, Marlboro** – MRT Avet Brothers is a small developer in Marlboro. A TWA is required any time that flow exceeds 8,000 gallons per day or a sewer main extension is required. This project is for the development of a single-family home. The sanitary sewer does not currently extend to the home. As a result, Western Monmouth is requiring the developer to run a main extension. Western Monmouth has approved the project. There is a Resolution on tonight for approval of the sanitary sewer connection and Treatment Works Approval.

Chairwoman McMullen asked if the security services will be required permanently. Mr. Canal stated that the security services will remain a requirement because it is a much less expensive alternative to having the plant staffed by Authority employees at night.

Chairman Cavanagh inquired about the Raritan Valley Force Main project. After reviewing the letter from PS&S, he would like to know that all contractors bid using the same technique and scope of work. A brief discussion concerning the multiple aspects of the project followed.

3. Consulting Engineer – R3M Report

- **Power Resiliency System** - We continue to assist BRSA staff and HDR with the I-BANK and NJDEP.
- **WPCP-Site Specific Odor Control Design** – The contract has submitted a series of shop drawings. The fans continue to see long lead times of 22 weeks. The shop drawings for the fans came in exactly as specified. We approved the drawings and instructed the contractor to release the fans for fabrication immediately. The remaining shop drawings are being reviewed and approved as quickly as possible
- **Administration Building Roof Replacement** – This project has been completed.
- **Engineering Design Services for West Keansburg Force Main Replacement** – We have been reviewing shop drawings. We are still withing the NJDEP work restriction through August 31. The contractor should be mobilizing and beginning field work in a couple of weeks.
- **Condition Assessment and Planning Program of Authority Force Mains: Phase IV** – We have been working with BRSA staff to gather additional information as well as developing a plan to remove the grease that we suspect has accumulated in the Matawan force main, possibly impeding flow.

- **Accept Third Quarter 2022/2023 Flow Report** – There are no deviations from prior periods. We recommend that the board accepts the Third Quarter 2022/2023 Flow Report.
- **Proposal for Engineering Design Services: Final Clarifiers No. 1-4 Rehabilitation** – This proposal is for the investigation of the condition of the clarifiers and the mechanical mechanisms and ultimately design the replacement of the guts of the clarifiers, which have not been rehabilitated since original construction in the 1970's.

Chairwoman McMullen congratulated Mr. Broyles and the BRSA staff on the receipt of the Gold Peak Performance Award.

4. Director of Operation's Report

- **Plant Performance** – The flow for July was almost exactly the same as seen in June with a 2,000 gpd difference.
- **Effluent Quality** – Due the Operators' diligent efforts of maintaining our process control parameters, we were able to lower our Effluent Suspended Solids to 3 mg/L (1 mg/L less than last month) and the seven-day average was reduced by 2 mg/L. Effluent Total Suspended Solids percent removal was nearly 99% (99.8%). Effluent Biochemical Oxygen Demand concentrations and percent removal remained the same as last month.
- **Incineration** – There were no scheduled or unscheduled shutdowns through July. We were able to reduce fuel oil usage by 2 gallons per dry ton.
- **Odor Complaints** – We received one (1) odor complaint at the end of July. Investigation of the odor complaint found the MET Tower wind speeds and direction to be consistent with most other odor complaints.
- **Noise Complaints** – There were no noise complaints in July. We started the by-pass pump operation for the Grit Facility Project today and it remains to be seen if this additional noise, although not too loud, will create an issue at night when other background noises are gone.
- **Personnel** – We performed twelve (12) interviews during July between the open Staff Engineer and Administrative Assistant / Human Resources positions. We also met with our Labor Counsel to discuss the Personnel Policy updates.
- **Operations** – Staff drained and inspected 3 of the 4 chlorine contact tanks. Supervisory staff attended various Pre-Bid and Pre-Construction meetings for the numerous projects taking place throughout the Authority.
- **Compliance, Safety, and Training** – The Director of Operations and Regulatory Compliance Manager attended the Joint Insurance Fund (JIF) Executive Safety Committee Meeting which included training on the topic of electrical safety. Our JIF Loss Control Consultant, Mr. Matthew Genna of J.A. Montgomery, performed the semi-annual Loss Control Survey on July 18. The only suggestion for improvement indicated that the contracted confined space rescue service needs to perform the annual drill at our facility. We are currently in the process of renewing the rescue agreement with the Middletown Fire Department Special Services Unit and a drill will be scheduled after renewal.
- **Laboratory** – The DEP Office of Quality Assurance performed the full NJDEP laboratory audit. There were several minor issues that will be documented in their final

report. Once we receive the report, we will have 30 days to develop a Corrective Action Plan and 90 days to implement the corrections.

- **Industrial Pretreatment Program** – CEI was issued a penalty assessment for a violation of their discharge permit during the month of June. We performed sampling of the discharge from the Saker Shoprite facility in Holmdel, which is located in the same building as CEI. The results were as we expected. We will perform some additional sampling before beginning to speak with them concerning issuance of a discharge permit.
- **Computers, Instrumentation, and Network Administration** – ABB performed the third quarter flow meter and chart recorder calibrations. All units are performing within acceptable limits. We installed a redundant level transmitter for Return Sludge Pump Station #1. We also replaced all of the control wires for the Return #1 Activated Sludge Valve Controls and Wet Well Level indicators due to multiple failures of the wires that were replaced after Superstorm Sandy. Testing of the new remote telemetry radios for the meter chambers and pump stations was initiated. Once testing is complete, we will begin to implement the use of the radios in the field.
- **Treatment Plant Maintenance** – A leak in Scum Pump #11 was repaired. The mechanics replaced the drive motor on Belt Filter Press #4 and the Authority Electrician installed a new isolation relay on the Recycle Pump Station float controls. A leak in the sodium hypochlorite tubing running to the Plant #1 Chlorine Contact Tank was repaired. We fabricated and installed several new oil guns on the Niro Incinerator.
- **Collection's System Maintenance** – The Matawan Department of Public Works advised us that they installed the wrong water meter at the Matawan Pump Station and they have been billing us improperly. They have since replaced this meter and sent us a corrected bill. We are currently working with them to resolve the issue. We have begun the process of removing the leaking Bioxide storage tank at the West Keansburg Pump Station. The tank cannot be removed as a single unit because the fixed equipment was originally installed around the tank which was put in place first. We intend to replace the tank with two smaller tanks that will fit into the space and maintain our storage capacity. Maintenance staff also replaced a ruptured chemical feed hose on the BioAir system at the West Keansburg Pump Station.

5. Legal Report – Closed Session

6. TREASURER'S REPORT

STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS

	Balance
<u>UNRESTRICTED INVESTMENTS</u>	<u>July 31, 2023</u>
TD Bank -CD#1	\$ 2,167,731.82
Lakeland Bank Reserved Checking	\$ <u>2,470.09</u>
TOTAL UNRESTRICTED INVESTMENTS	\$ 2,170,201.91
<u>TD BANK UNRESTRICTED CASH</u>	
Incoming Revenue Account	\$ 216,096.79
Operating Regular Account	\$ 8,845,064.19
Operating Reserve Account	\$ 2,717,849.77
Operating Payroll Account	\$ <u>834,221.91</u>
TOTAL UNRESTRICTED CASH	\$ 12,613,232.66
TOTAL UNRESTRICTED CASH & INVESTMENTS	\$ 14,783,434.57
<u>RESTRICTED INVESTMENT</u>	
Cash Management	\$ 7,646,181.64
TD Bank CD2	\$ <u>3,194,001.65</u>
TOTAL RESTRICTED INVESTMENTS	\$ 10,840,183.29
<u>RESTRICTED CASH</u>	
NJEIT Project Fund #I	\$ 1,572.65
NJEIT Project Fund #II	\$ 5,530.89
NJEIT Project Fund #III	\$ 5,187,953.61
Bond Service Fund	\$ <u>113,461.29</u>
TOTAL RESTRICTED CASH	\$ 5,308,518.44
TOTAL RESTRICTED CASH & INVESTMENTS	\$ <u>16,148,701.73</u>
TOTAL AUTHORITY ACCOUNTS	\$30,932,136.30

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
BRSA CHARGES	July 31, 2023
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 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
TOTAL	\$	<u>0.00</u>

RENT RESERVE ACCOUNTS as of July 31, 2023

Hazlet Township Sewerage Utility	\$	802,732.00
Township of Holmdel	\$	328,029.86
Borough of Union Beach	\$	206,962.48
Borough of Keyport	\$	305,997.30
Borough of Keansburg	\$	273,234.27
Borough of Matawan	\$	332,552.69
Western Monmouth Utilities Authority	\$	120,964.68
Township of Aberdeen	\$	<u>503,018.44</u>
TOTAL	\$	2,873,491.72

Chairwoman McMullen called for a **MOTION** to approve the Treasurer's report.

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

ROLL CALL: Commissioners Cavanagh, Lauro, Mioduszewski, Sutton, Whalen, and Chairwoman McMullen

7. PAYMENT OF REQUISITIONS

Chairwoman McMullen calls for a **MOTION** to approve payment of bills listed on:

Operating Fund Req. No. 624 (Regular)	\$	1,080,392.50
Payroll Account Req. No.P272 (Payroll)	\$	222,626.01
NJIB Project Fund #III Req.#PF-36	\$	7,472.50

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

ROLL CALL: Commissioners Cavanagh, Lauro, Mioduszewski, Sutton, Whalen, and Chairwoman McMullen

8. APPROVAL OF MINUTES

Chairwoman McMullen calls for a **MOTION** to approve the following Minutes:

Meeting Minutes of July 17, 2023
Closed Session Minutes of July 17, 2023

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

AYES: Commissioners Cavanagh, Lauro, Mioduszewski, Sutton, Whalen, and Chairwoman McMullen

ANNOUNCEMENT (by Chairwoman McMullen): 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.

NO PUBLIC IN ATTENDANCE

RESOLUTIONS

RESOLUTION (105/23): To Accept the Third Three (3) Month Flow Report for 2022/2023

WHEREAS, R3M Engineering, Consulting Engineers for the Bayshore Regional Sewerage Authority, (“Authority”) have determined the quantity of sewerage from each of the Towns and Authorities connected to the Authority’s system for the period September 28, 2022, to June 28, 2023 (Third Quarter of 2022/2023); 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.

NOW THEREFORE BE IT RESOLVED that the Commissioners of the Bayshore Regional Sewerage Authority hereby accept the flow calculations, certified by R3M for the period September 28, 2022, to June 28, 2023 (Third Quarter of 2022/2023).

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

ROLL CALL: Commissioners Cavanagh, Lauro, Mioduszewski, Sutton, Whalen, and Chairwoman McMullen

RESOLUTION (106/23): To Secure Flood Insurance for Authority Main Pump Station and Administration Buildings Eligible for National Flood Insurance Program Coverage

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) owns several buildings at the Treatment Plant located at 100 Oak Street in Union Beach, NJ; and

WHEREAS, the buildings further identified as Main Pump Station Addition and Administration Building are eligible for flood insurance under the National Flood Insurance Program (NFIP); and

WHEREAS, the Selective Insurance Company will provide total coverage of \$1,000,000 for Buildings and \$418,000 for contents for a total premium of \$5,539 with a \$70,000 deductible; and

WHEREAS, as a condition of FEMA funding the Authority is required to obtain and maintain flood insurance on all eligible buildings; and

WHEREAS, the quoted premiums and coverages have been reviewed by the Authority Risk Management consultants, Conner Strong & Buckelew who has recommended binding these coverages; and

WHEREAS, in accordance with NJAC 5:30-5.4(a)(3), the Authority certifies the availability of funds in the insurance line item, 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 authorize the payment of the above stated premiums to secure flood insurance for the named Authority Buildings for a one-year term according to the building renewal date and instruct the Executive Director to execute all necessary documentation to secure this coverage.

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

AYES: Commissioners Cavanagh, Lauro, Mioduszewski, Sutton, Whalen, and Chairwoman McMullen

RESOLUTION (107/23): To Award Contract 23-008 Unarmed Security Services for a One (1)-Year Period, to IronRock Security, Inc. of Lakewood, NJ in the amount of \$81,443.28

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) has a need for security services that will monitor the Wastewater Treatment Plant site, buildings and alarm system during the night shift for 8 hours per day, 7 days per week; and

WHEREAS, the Authority has a current Contract for Security Services that will expire on September 18, 2023; and

WHEREAS, the Authority Engineering Staff has developed Contract 23-008, Unarmed Security Services for a One (1)-Year Period with technical specifications for the solicitation of Public Bids; and

WHEREAS, in accordance with Local Public Contracts Law, the Authority publicly advertised for the Unarmed Security Services for a One (1)-Year Period and one (1) sealed bid was received and publicly opened on August 10, 2023 at 11:30 A.M., with the low bidder being IronRock Security, Inc. of Lakewood, NJ in the amount of \$81,443.28; and

WHEREAS, the Authority Attorney, Principal Engineer and Qualified Purchasing Agent have reviewed the bid and are recommending award of the Contract to IronRock Security, Inc. of Lakewood, NJ the amount of \$81,443.28; 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 that IronRock Security, Inc. of Lakewood, NJ is hereby awarded Contract 23-008 Unarmed Security Services for a One (1)-Year Period in the amount of \$81,443.28 in accordance with the terms and conditions of the bid and Contract Documents.

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

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

ROLL CALL: Commissioners Cavanagh, Lauro, Mioduszewski, Sutton, Whalen, and Chairwoman McMullen

RESOLUTION (108/23): To Authorize Advertisement for Public Bids on Contract 149, Plant HVAC Upgrades

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) owns and maintains multiple office and process buildings within the Wastewater Treatment Plant; and

WHEREAS, the Authority has identified the need for various repairs and upgrades to multiple HVAC systems within the facility; and

WHEREAS, the Authority has contracted with Arcadis U.S., Inc., to develop Contract 149, Plant HVAC Upgrades, with technical specifications for the work and design documents for the solicitation of public bids, by Resolution No. 79/23; and

WHEREAS, the Authority requires authorization to solicit public bids for Contracts.

NOW THEREFORE BE IT RESOLVED, the Commissioners of the Bayshore Regional Sewerage Authority hereby authorize the Principal Engineer and Qualified Purchasing Agent to advertise for Public Bids for Contract 149, Plant HVAC Upgrades in the Authority Official Newspaper and on the Authority Website.

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

AYES: Commissioners Cavanagh, Lauro, Mioduszewski, Sutton, Whalen, and Chairwoman McMullen

RESOLUTION (109/23): To Approve Matawan Junction Urban Renewal, LLC for a Developer Agreement for the Matawan Junction Project

WHEREAS, Matawan Junction Urban Renewal, LLC (“Developer”) has requested to be allowed to enter into a Developer’s Agreement with the Bayshore Regional Sewerage Authority (“Authority”) to provide sanitary sewer service to Matawan Junction located at 12 Bank Street further designated as Block 5, Lots 6, 7, 8 & 9 in the Borough of Matawan a 104 Equivalent Dwelling Units (EDU’s) Project; and

WHEREAS, the Developer is requesting payment for connection fees in a phased matter; and

WHEREAS, the Authority’s Attorney will prepare a Developer’s Agreement that is acceptable to the Authority Board of Commissioners and Matawan Junction Urban Renewal, LLC; and

WHEREAS, the Commissioners of the Authority deem it is in the best interest of the Authority to enter into said Developer's Agreement; and

WHEREAS, the Developer will execute the Developer's Agreement, provide the Authority's Attorney with acceptable guarantees and submit the initial payment of connection fees under the terms and conditions of the Developer's Agreement.

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority hereby authorize the execution of the Developer's Agreement with Matawan Junction Urban Renewal, LLC contingent upon satisfaction of the above-mentioned terms and conditions.

BE IT FURTHER RESOLVED upon satisfaction of the above terms and conditions, the Chairwoman, Secretary and Executive Director are hereby directed to execute the Agreement and to file it with the Monmouth County Clerk's Office.

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

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

ROLL CALL: Commissioners Cavanagh, Lauro, Mioduszewski, Sutton, Whalen, and Chairwoman McMullen

RESOLUTION (110/23): To Approve Sanitary Sewer Connection and Treatment Works Approval Application to Matawan Junction Urban Renewal, LLC, Developer of Matawan Junction

WHEREAS, Matawan Junction Urban Renewal, LLC ("Developer"), is the developer of a project located at 12 Bank Street, further designated as Block 5, Lots 6, 7, 8 & 9 in the Borough of Matawan, a 104 Equivalent Dwelling Units ("EDUs") Project; and

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

WHEREAS, for the purposes of the Bayshore Regional Sewerage Authority ("Authority") Sanitary Sewer Connection and any subject Developer's Agreement, the Project is expected to generate 23,400 gallons per day of wastewater, which is calculated using the Authority's projected flow criteria of 225 gallons per day per EDU; and

WHEREAS, for the purposes of the New Jersey Department of Environmental Protection Treatment Works Approval ("TWA") Application, the Project is expected to generate 18,205 gallons per day of wastewater, which is calculated using the projected flow criteria from N.J.A.C. 7:14A-23.3; and

WHEREAS, the Authority's Principal Engineer has reviewed the Developer Application and is recommending sanitary sewer connection approval; and

WHEREAS, the Developer has paid the review fee of \$44.20; and

WHEREAS, the Developer will execute the Developer's Agreement, pay all review and Attorney fees, provide the Authority's Attorney with acceptable guarantees and submit the initial payment of connection fees under the terms and conditions of the Developer's Agreement.

NOW THEREFORE BE IT RESOLVED, by the Commissioners of the Bayshore Regional Sewerage Authority that Matawan Junction Urban Renewal, LLC is hereby granted sanitary sewer approval for the above referenced project, contingent on the above requirements, the execution of the aforementioned Developer's Agreement and the payment of the first installation of connection fees.

BE IT FURTHER RESOLVED, that 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 execution of the Developer's Agreement and payment of all aforementioned fees.

BE IT FURTHER RESOLVED, that 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 Cavanagh, SECONDED BY: Commissioner Lauro, and carried by a unanimous voice vote recorded as follows:

ROLL CALL: Commissioners Cavanagh, Lauro, Mioduszewski, Sutton, Whalen, and Chairwoman McMullen

RESOLUTION (111/23): To Approve Sanitary Sewer Connection Application for MRT Avet Brothers, LLC, Developer of a Residential Dwelling

WHEREAS, MRT Avet Brothers, LLC ("Applicant"), is the project developer of a proposed Residential Dwelling located at 123 Martha Place, further designated as Block 107, Lot 16 in the Township of Marlboro, a 1 Equivalent Dwelling Unit ("EDU") project; and

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

WHEREAS, for the purposes of the Bayshore Regional Sewerage Authority ("Authority") Sanitary Sewer Connection and any subject Developer's Agreement, the Project is expected to generate 225 gallons per day of wastewater, which is calculated using the Authority's projected flow criteria of 225 gallons per day per EDU; and

WHEREAS, for the purposes of the New Jersey Department of Environmental Protection Treatment Works Approval ("TWA") Application, the Project is expected to generate 300 gallons per day of wastewater, which is calculated using the projected flow criteria from N.J.A.C. 7:14A-23.3; and

WHEREAS, the Authority's Principal Engineer has reviewed the Developer Application and is recommending sanitary sewer connection approval; and

WHEREAS, the Developer has paid the connection fee of \$5,172.00.

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority that MRT Avet Brothers, LLC, is hereby granted sanitary sewer connection approval for the above-referenced project.

BE IT FURTHER RESOLVED, that 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.

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

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

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

ROLL CALL: Commissioners Cavanagh, Lauro, Mioduszewski, Sutton, Whalen, and Chairwoman McMullen

RESOLUTION (112/23): To Award Engineering Design Services for the Final Clarifiers #1-4 Rehabilitation & Upgrades Project to R3M Engineering, Inc., of Old Bridge, NJ in the amount of \$89,800.00

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) owns and maintains a Wastewater Treatment Plant with secondary or final clarifiers as part of an activated sludge system; and

WHEREAS, the Authority has identified the need for various repairs and upgrades to Final Clarifiers #1-4; and

WHEREAS, the Authority has solicited proposals for engineering design and bidding services from three (3) Engineering Firms in the Treatment Plant Category of the Pre-Qualified Capital Improvement Projects Short List; and

WHEREAS, on July 28, 2023, three (3) proposals were received from GHD, PS&S, and R3M Engineering, Inc.; and

WHEREAS, R3M Engineering, Inc., submitted the lowest cost proposal in the amount of \$89,800.00; and

WHEREAS, the Authority desires to award the Contract for the Final Clarifiers #1-4 Rehabilitation & Upgrades Project to R3M Engineering, Inc., of Old Bridge, NJ for a cost not to exceed \$89,800.00; and

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

NOW THEREFORE BE IT RESOLVED, the Commissioners of the Bayshore Regional Sewerage Authority hereby award the Contract for the Final Clarifiers #1-4 Rehabilitation & Upgrades Project to R3M Engineering, Inc., of Old Bridge, NJ in accordance with the terms and conditions of their proposal, in the amount not to exceed \$89,800.00.

BE IT FURTHER RESOLVED that the Chairwoman 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 Mioduszewski, SECONDED BY: Commissioner Lauro, and carried by a unanimous voice vote recorded as follows:

ROLL CALL: Commissioners Cavanagh, Lauro, Mioduszewski, Sutton, Whalen, and Chairwoman McMullen

RESOLUTION (113/23): To Award Construction Phase Services for Contract 140, Raritan Valley Force Main Replacement Project to PS&S of Wall, NJ in the amount of \$293,000.00

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) owns and operates a sanitary sewer force main pipeline in Hazlet, NJ, known as the Raritan Valley Force Main (“RVFM”); and

WHEREAS, the Authority previously contracted with PS&S to perform an evaluation study to review rehabilitation and replacement options for the RVFM, by Resolution No. 53/21, with the recommendation to replace the pipeline; and

WHEREAS, the Authority has contracted with PS&S to develop Contract 140, Raritan Valley Force Main Replacement with technical specifications for the work and design documents for the solicitation of public bids, by Resolution No. 13/22; and

WHEREAS, PS&S has submitted a proposal for full time Construction Phase Services for the Raritan Valley Force Main Replacement Project, dated July 6, 2023, in the amount of \$293,000.00; and

WHEREAS, the Executive Director and Principal Engineer have reviewed 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 Pump Station Improvements line item of the Authority Capital Budget and Net Position, 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 approve the proposal for Construction Phase Services for Contract 140, Raritan Valley Force Main Replacement Project to PS&S of Wall, NJ in accordance with the terms and conditions of their proposal, dated July 6, 2023, in the amount not to exceed \$293,000.00.

BE IT FURTHER RESOLVED, that the Chairwoman and Secretary are hereby authorized to execute the Contract agreement with PS&S of Wall, 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 Cavanagh, SECONDED BY: Commissioner Lauro, and carried by a unanimous voice vote recorded as follows:

ROLL CALL: Commissioners Cavanagh, Lauro, Mioduszewski, Sutton, Whalen, and Chairwoman McMullen

RESOLUTION (114/23): To Award Contract 140, Raritan Valley Force Main Replacement Project to Dulaine Contracting, Inc. of Gladstone, NJ in the amount of \$2,923,740.00.

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) owns and operates a sanitary sewer force main pipeline in Hazlet, NJ, known as the Raritan Valley Force Main (“RVFM”); and

WHEREAS, the Authority previously contracted with PS&S to perform an evaluation study to review rehabilitation and replacement options for the RVFM, by Resolution No. 53/21, with the recommendation to replace the pipeline; and

WHEREAS, the Authority has contracted with PS&S to develop Contract 140, Raritan Valley Force Main Replacement with technical specifications for the work and design documents for the solicitation of public bids, by Resolution No. 13/22; and

WHEREAS, in accordance with Local Public Contracts Law, the Authority advertised for Contract 140, Raritan Valley Force Main Replacement, and five (5) sealed bids were received and publicly opened on August 10, 2023 at 11:00 A.M., with the low bidder being Dulaine Contracting, Inc. of Gladstone, NJ in the amount of \$2,923,740.00; and

WHEREAS, the Authority Attorney, Principal Engineer and PS&S have reviewed the bids and are recommending award of the Contract to Dulaine Contracting, Inc. of Gladstone, NJ in the amount of \$2,923,740.00; 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 and Net Position, 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 Dulaine Contracting, Inc. of Gladstone, NJ is hereby awarded Contract 140, Raritan Valley Force Main Replacement Project in the amount of \$2,923,740.00 in accordance with the terms and conditions of the bid and Contract Documents.

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

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

ROLL CALL: Commissioners Cavanagh, Lauro, Mioduszewski, Sutton, Whalen, and Chairwoman McMullen

PUBLIC PORTION

Chairwoman McMullen announces: This 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 5 minutes.

NO PUBLIC IN ATTENDANCE

EXECUTIVE SESSION

Chairwoman McMullen called for a **MOTION** to go into Closed Session at 7:56 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 Mioduszewski, SECONDED BY: Commissioner Whalen, and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Cavanagh, Lauro, Mioduszewski, Sutton, Whalen, and Chairwoman McMullen

END CLOSED SESSION

Chairwoman McMullen calls for a **MOTION** to End Closed Session and Re-Open the Regular Meeting at 8:24 P.M.

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

AYES: Commissioners Cavanagh, Lauro, Sutton, Whalen, and Chairwoman McMullen

ABSENT: Commissioner Mioduszewski

RESOLUTIONS

RESOLUTION (115/23): To Hire a New Administrative Assistant/Human Resource Representative

WHEREAS, the Bayshore Regional Sewerage Authority (“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 Administrative Assistant/Human Resource Representative; and

WHEREAS, the Authority Management staff and Personnel Committee have interviewed qualified candidates for the position of Administrative Assistant/Human Resource Representative; and

WHEREAS, Raquel Ramos Dunn of Keyport, NJ has demonstrated through her resume and interview the skill set, experience and qualifications for the position of Administrative Assistant/Human Resource Representative; and

WHEREAS, in a memorandum to the Board of Commissioners dated August 17, 2023, the Executive Director has recommended the hiring of Mrs. Raquel Ramos Dunn and provided details of her responsibilities, salary and benefits, pending the results of the Authority Medical, Criminal History, Drug and Alcohol Screening, and

WHEREAS, in accordance with NJAC 5:30-5.4(a)(3), the Authority certifies the availability of funds in the salary line item to cover the maximum dollar value of the Administrative Assistant/Human Resource Representative as set forth in the Resolution.

NOW THEREFORE BE IT RESOLVED, the Commissioners of the Bayshore Regional Sewerage Authority authorize the hiring of Raquel Ramos Dunn of Keyport, NJ as Administrative Assistant/Human Resource Representative with a salary and benefits in accordance with the Directors memorandum dated August 17, 2023 with a 90-day probationary period and pending the results of a Medical Examination, Criminal History, Drug and Alcohol Screening.

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

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

ROLL CALL: Commissioners Cavanagh, Lauro, Mioduszewski, Sutton, Whalen, and Chairwoman McMullen

RESOLUTION (116/23): 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 March 4, 2022, New Jersey Governor Phil Murphy issued Executive Order No. 292, which lifted the COVID-19 Public Health Emergency; and

WHEREAS, the Authority no longer deems it necessary to maintain separate COVID-19 Policies and Procedures.

NOW, THEREBY, BE IT RESOLVED in accordance with the lifting of the COVID-19 Public Health Emergency, the Commissioners of the Bayshore Regional Sewerage Authority hereby rescind all previously issued COVID-19 Policies; and

BE IT FURTHER RESOLVED that effective immediately, all COVID-19 cases will be addressed in accordance with the Authority's Contagious or Life-Threatening Illness Policy.

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

ROLL CALL: Commissioners Cavanagh, Lauro, Mioduszewski, Sutton, Whalen, and Chairwoman McMullen

RESOLUTION (117/23): To Readopt Bargaining Unit and Managerial Unit Personnel Policies and Procedures Manuals

WHEREAS, it is the policy of The Bayshore Regional Sewerage Authority (“BRSA”) to treat employees and prospective employees in a manner consistent with all applicable employment laws and regulations including, but not limited to Title VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, the Age Discrimination in Employment Act, the Equal Pay for Equal Work Act, the Fair Labor Standards Act, the New Jersey Law Against Discrimination, the Americans with Disabilities Act, the Family and Medical Leave Act, the Conscientious Employee Protection Act, the Public Employee Occupational Safety and Health Act, (the New Jersey Civil Service Act,) (the New Jersey Attorney General’s guidelines with respect to Police Department personnel matters,) the New Jersey Workers Compensation Act, the Federal Consolidated Omnibus Budget Reconciliation Act (COBRA) and the Open Public Meeting Act; and

WHEREAS, the BRSA has determined that there is a need to revise, modify and update personnel policies and procedures from time to time to ensure that employees and prospective employees are treated in a manner consistent with these laws and regulations.

NOW, THEREFORE, BE IT RESOLVED by the BRSA that the amended Bargaining Unit and Managerial/Supervisory Unit Personnel Policies and Procedures Manuals attached hereto are hereby adopted; and

BE IT FURTHER RESOLVED that these personnel policies and procedures shall apply to all BRSA officials, appointees, employees, volunteers and independent contractors. In the event there is a conflict between these rules and any collective bargaining agreement, personnel services contract or Federal or State law, the terms and conditions of that contract or law shall prevail. In all other cases, these policies and procedures shall prevail; and

BE IT FURTHER RESOLVED that this manual is intended to provide guidelines covering public service by BRSA employees and is not a contract. The provisions of this manual may be amended and supplemented from time to time without notice and at the sole discretion of the BRSA; and

BE IT FURTHER RESOLVED that to the maximum extent permitted by law, employment practices for the BRSA shall operate under the legal doctrine known as “employment at will;” and

BE IT FURTHER RESOLVED that the Executive Director and all managerial/supervisory personnel are responsible for these employment practices, and Legal Counsel shall assist the BRSA Executive Director in the implementation and enforcement of the policies and procedures set forth in the Bargaining Unit and Managerial/Supervisory Unit Personnel Policies and Procedures Manuals.

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

AYES: Commissioners Cavanagh, Lauro, Mioduszewski, Sutton, Whalen, and Chairwoman McMullen

RESOLUTION (118/23): To Approve Salary Adjustments and Stipend for Authority Employees

WHEREAS, The Bayshore regional Sewerage Authority (“Authority”) is a public body corporate and politic organized and existing under and pursuant to the Sewerage Authorities law; and

WHEREAS, the Executive Director submitted a Memorandum to the Board of Commissioners dated August 14, 2023 regarding recommendations for salary adjustments for two (2) Authority employees and a stipend for another employee; and

WHEREAS, the Personnel Committee has reviewed the recommendations of the Executive Director; and

WHEREAS, in accordance with NJAC 5:30-5.4(a)(3), the Authority certifies the availability of funds in the Salary line item, 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 the Bayshore Regional Sewerage Authority authorize the Executive Director to make Authority employee salary adjustments in accordance with the Director’s memorandum dated August 14, 2023.

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

ROLL CALL: Commissioners Cavanagh, Lauro, Mioduszewski, Sutton, Whalen, and Chairwoman McMullen

ADJOURNMENT

ANNOUNCEMENT (by Chairwoman McMullen):

The next B.R.S.A. Public Meeting is scheduled for Monday, September 18, 2023, 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 8:28 P.M. Chairwoman McMullen called for a **MOTION** to Adjourn the meeting.

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

AYES: Commissioners Cavanagh, Lauro, Mioduszewski, Sutton, Whalen and Chairwoman McMullen

Respectfully submitted,
Chad Sprague, Regulatory Compliance Manager