



**REGULAR MEETING**  
**MONDAY, January 19, 2015**

At \_\_\_\_\_ P.M. on Monday, January 19, 2015 **Chairman Khachaturian** calls the meeting of the Bayshore Regional Sewerage Authority to order and makes the following announcement:

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

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

**Chairman Khachaturian** requests a roll call of attendance:

ROLL CALL: Commissioner McMullen \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner Pisano \_\_\_\_\_ Commissioner Vella \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Khachaturian \_\_\_\_\_

Also in Attendance: Robert C. Fischer, Executive Director  
Peter Canal, BRSA Engineer  
J. Michael Broyles, BRSA Superintendent  
Manuel Ponte, Consulting Engineer  
James Gorman, BRSA Attorney  
Susan DuBey, Admin. Assistant

**Reports**

**1. Executive Director Report, BRSA Projects, Special Reports & Connection Applications**

- Disaster Recovery Update
- Pay to Play Policy
- Employee Celebrating 25 Years At BRSA
- Electronic Meeting Package

**2. Staff Engineer Report**

- Collection System Cleaning and Inspection 2014 Results
- NIRO Incinerator Project Update

- Combined Blower Building Project
3. **Consulting Engineer Report**
    - Lab/Office & Matawan HVAC Update
  4. **BRSA Superintendent's Report**
    - Plant Performance
    - Custodian Position
  5. **Attorney's Report**
    - Raritan Bay Clammers

Chairman Khachaturian calls for a **MOTION** to approve the Treasurer's Report

### **6. Treasurer's Report** (by Commissioner Vella)

OFFERED BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

ROLL CALL: Commissioner McMullen \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
 Commissioner Pisano \_\_\_\_\_ Commissioner Vella \_\_\_\_\_  
 Commissioner Steiner \_\_\_\_\_ Chairman Khachaturian \_\_\_\_\_

### **7. Payment of Bills**

**Chairman Vella** calls for a **MOTION** for payment of the following:

Operating Fund Req. No. P166	\$226,176.20
Operating Fund Req. No.517 (Regular)	\$411,993.03
Operating Fund Req. No. S-27 (Sandy)	\$270,359.38

OFFERED BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

ROLL CALL: Commissioner McMullen \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
 Commissioner Pisano \_\_\_\_\_ Commissioner Vella \_\_\_\_\_  
 Commissioner Steiner \_\_\_\_\_ Chairman Khachaturian \_\_\_\_\_

### **8. Payment of Bills**

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OFFERED BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

ROLL CALL: Commissioner McMullen \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
 Commissioner Pisano \_\_\_\_\_ Commissioner Vella \_\_\_\_\_

## **9. Approval of Minutes**

**Chairman Vella** calls for a **MOTION** to approve the following Minutes:

Regular Meeting	December 15, 2014
Closed Session	December 15, 2014

OFFEDER BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

ROLL CALL: Commissioner McMullen \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner Pisano \_\_\_\_\_ Commissioner Vella \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Khachaturian \_\_\_\_\_

## **Public Portion**

**ANNOUNCEMENT** (by the Chairman): This portion of the meeting is now open to the public for comments or questions related to Agenda items only. As a courtesy to all, please be mindful of limiting your comments to 3 minutes.

## **Resolutions**

### **1. RESOLUTION (01/15): To Present Mr. James Kroessig with a 25 Years of Service Appreciation Award**

OFFEDER BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

ROLL CALL: Commissioner McMullen \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner Pisano \_\_\_\_\_ Commissioner Vella \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Khachaturian \_\_\_\_\_

### **2. RESOLUTION (02/15): To Award Change Order No.2 in the amount of \$18,963.70 to WHL Enterprises, Inc. for Laboratory/Office HVAC Improvements, Contract No.72**

OFFEDER BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

ROLL CALL: Commissioner McMullen \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner Pisano \_\_\_\_\_ Commissioner Vella \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Khachaturian \_\_\_\_\_

### **3. RESOLUTION (03/15): To Extend the Contract with ABB for Meter Calibration for a 1-Year Period**

OFFEDER BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

ROLL CALL: Commissioner McMullen \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner Pisano \_\_\_\_\_ Commissioner Vella \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Khachaturian \_\_\_\_\_

**4. RESOLUTION (04/15): To Award Preliminary Design of the Combined Blower Building Project to \_\_\_\_\_ for \_\_\_\_\_ and to Submit Funding Application to the NJEIT.**

OFFEDER BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

ROLL CALL: Commissioner McMullen \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner Pisano \_\_\_\_\_ Commissioner Vella \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Khachaturian \_\_\_\_\_

**5. RESOLUTION (05/15): To Solicit Proposal for Design of Plans and Specifications for Collection System Improvements 2015**

OFFEDER BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

ROLL CALL: Commissioner McMullen \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner Pisano \_\_\_\_\_ Commissioner Vella \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Khachaturian \_\_\_\_\_

**6. RESOLUTION (06/15): To Advertise Request for Proposals for Legal Services for a One Year Period 2015/2016**

OFFEDER BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

ROLL CALL: Commissioner McMullen \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner Pisano \_\_\_\_\_ Commissioner Vella \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Khachaturian \_\_\_\_\_

**Public Portion**

**ANNOUNCEMENT** (by Chairman Khachaturian) – This portion of the meeting is OPEN TO THE PUBLIC to discuss any BRSA matters the public may care to address specific to the scope of BRSA’s operations or projects which were not previously addressed. As a courtesy to all, please be mindful of limiting your comments to 3 minutes.

**Executive Session** (IF NEEDED)

Chairman Khachaturian calls for a **MOTION** to go into Closed Session at \_\_\_\_\_ 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 and anticipated litigation. 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.

Action may be taken in Closed Session.

OFFEDER BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

ROLL CALL: Commissioner McMullen \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner Pisano \_\_\_\_\_ Commissioner Vella \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Khachaturian \_\_\_\_\_

### **End Closed Session**

At \_\_\_\_\_ P.M. Chairman Khachaturian calls for a **MOTION** to end Closed Session.

OFFEDER BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

ROLL CALL: Commissioner McMullen \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner Pisano \_\_\_\_\_ Commissioner Vella \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Khachaturian \_\_\_\_\_

### **Adjournment**

**ANNOUNCEMENT** by Chairman Khachaturian

The next Agenda Meeting of the Bayshore Regional Sewerage Authority is scheduled for Monday, February 9, 2015. The next Reorganization Meeting of the BRSA is scheduled for Monday, February 23, 2015, immediately followed by the Regular Meeting of the BRSA. All meetings are held in the Administration Building at 100 Oak Street, Union Beach, NJ at 7:00 PM.

At \_\_\_\_\_ PM Chairman Khachaturian calls for a **MOTION** to adjourn the meeting.

OFFEDER BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

ROLL CALL: Commissioner McMullen \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner Pisano \_\_\_\_\_ Commissioner Vella \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Khachaturian \_\_\_\_\_

