



# BAYSHORE REGIONAL SEWERAGE AUTHORITY

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## AGENDA FOR

## PUBLIC HEARING AND REGULAR MEETING MONDAY, December 18, 2017

Robert C. Fischer  
EXECUTIVE DIRECTOR

At \_\_\_\_\_ P.M. on Monday, December 18, 2017 Chairwoman McMullen 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.**

Chairwoman McMullen 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.

Chairwoman McMullen requests a roll call of attendance:

ROLL CALL: Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner Pisano \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairwoman McMullen \_\_\_\_\_

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

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## Public Hearing on 2018 User Charge

At \_\_\_\_\_ P.M. Chairwoman McMullen calls for a MOTION to Open the Public Hearing

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

ROLL CALL: Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner Pisano \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairwoman McMullen \_\_\_\_\_

**ANNOUNCEMENT** (by Chairwoman McMullen) This portion of the meeting is the Public Hearing for the 2018 User Charge. John Napolitano, General Counsel for BRSA, will issued the Oath to Professionals and commence obtaining Testimony from the Executive Director, Auditor and Consulting Engineer. Public Hearing Minutes will be recorded by a Certified Court Stenographer and will be made available after formal adoption at the January, 2018 Authority Meeting.

### **Public Portion**

**ANNOUNCEMENT** (by Chairwoman McMullen): This portion of the meeting is now open to the public for comments or questions related to the **2018 Budget and User Charge**. As a courtesy to all, please be mindful of limiting your comments to 5 minutes.

#### **1. RESOLUTION (127/17): to Adopt the 2018 Annual and Capital Budget of the Authority**

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

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

#### **2. RESOLUTION (128/17): to Adopt the 2018 User Charge Schedule**

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

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

At \_\_\_\_\_ P.M. **Chairwoman McMullen** calls for a **MOTION** to Close the Public Hearing and open the Regular Meeting of the Bayshore Regional Sewerage Authority

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

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

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## Reports

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

- Disaster Recovery Update
- Baypoint at Keyport Connection Application

### **2. Staff Engineer Report**

- Final Quantities Change Order – Contract 74S
- Matawan Pump Station Valve Repair RFQ
- Caustic Soda Bid results and award recommendation

### **3. Consulting Engineer – R3M**

### **4. Superintendent's Report**

- Treatment Plant Performance
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Closed Session

### **5. Legal Report -**

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**MOTION (by Chairwoman McMullen) – to accept the Treasurers Report**

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

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

**ROLL CALL:** Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner Pisano \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairwoman McMullen \_\_\_\_\_

## **7. Payment of Bills**

**MOTION (by Chairwoman McMullen) - for payment of the following:**

Operating Fund Req. No.P204 (Payroll)	\$ 197,575.82
Operating Fund Req. No.554 (Regular)	\$ 572,658.20
NJEIT Project Fund II Req. # 16	\$ 326,003.37
Wire Transfer FEMA Funds to NJEIT Phase II #WT-1	\$1,171,142.64

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

**ROLL CALL:** Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner Pisano \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairwoman McMullen \_\_\_\_\_

## **8. APPROVAL OF MINUTES**

**MOTION (by Chairwoman McMullen) - to approve the following Minutes:**

**Regular Meeting of November 20, 2017  
Closed Session Minutes of November 20, 2017**

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

**ROLL CALL:** Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner Pisano \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairwoman McMullen \_\_\_\_\_

### **Public Portion**

**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.

### **Resolutions**

#### **3. RESOLUTION (129/17): TO RECOGNIZE THE CONTRITBUTIONS AND 40 YEAR EMPLOYMENT OF SUSAN DUBEY**

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

**ROLL CALL:** Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner Pisano \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairwoman McMullen \_\_\_\_\_

#### **4. RESOLUTION (130/17): To Award Contract #101-O for Furnishing and Delivering Caustic Soda 25% to Kuehne Chemical Company, for an amount not to exceed \$20,000**

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

**ROLL CALL:** Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner Pisano \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairwoman McMullen \_\_\_\_\_

**5. RESOLUTION (131/17): To Award the Request for Quotation 2017-06 for the Matawan Pump Station Gate Valve Repair to Karl Deigert Enterprises, Inc.**

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

ROLL CALL: Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner Pisano \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairwoman McMullen \_\_\_\_\_

**6. RESOLUTION (132/17): To award Change Order No. 8, in the credit amount of (\$435,906.19) to Stone Hill Contracting Company, Inc. for Contract No. 74-S, NIRO Incinerator Repairs & Mitigation**

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

ROLL CALL: Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner Pisano \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairwoman McMullen \_\_\_\_\_

**7. RESOLUTION (133/17): To approve Close-Out of the West Keansburg Pump Station Odor and Corrosion Control Improvements Project, Contract No. 90**

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

ROLL CALL: Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner Pisano \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairwoman McMullen \_\_\_\_\_

**8. RESOLUTION (134/17): To Approve Sanitary Sewer Connection Application for Keyport Realty Development, LLC, Developer for Baypoint at Keyport**

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

ROLL CALL: Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner Pisano \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairwoman McMullen \_\_\_\_\_

**9. RESOLUTION (135/17): To Award a two (2) year Extension for Contract No. 92-O  
Furnish & Deliver Sodium Hypochlorite to Kuehne Chemical Company, Inc.**

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

ROLL CALL: Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner Pisano \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairwoman McMullen \_\_\_\_\_

**Public Portion**

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

**Executive Session**

**MOTION (by Chairwoman McMullen)** - 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 or anticipated litigation and matters of employment of public employees. It is anticipated at this time that the above stated subject matter shall be made public at such time as the need for non-disclosure no longer exists.

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

ROLL CALL: Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner Pisano \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairwoman McMullen \_\_\_\_\_

**MOTION (by Chairwoman McMullen)** - to end Closed Session and Re-Open the Regular Meeting @ \_\_\_\_\_ PM.

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

ROLL CALL: Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner Pisano \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairwoman McMullen \_\_\_\_\_

## Adjournment

### ANNOUNCEMENT (by Chairwoman McMullen)

The next Regular Meeting of the Bayshore Regional Sewerage Authority will be held on Monday, January 15, 2018. All meetings are held at 7:00 PM in the Administration Building at 100 Oak Street, Union Beach, NJ.

MOTION (by Chairwoman McMullen) to adjourn the meeting @ \_\_\_\_\_ PM.

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

ROLL CALL: Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner Pisano \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairwoman McMullen \_\_\_\_\_