

REGULAR MEETING
MONDAY, NOVEMBER 18, 2019

At _____ P.M., **Chairman Whalen** makes the following announcement:

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.

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

Chairman Whalen calls for a roll call of attendance:

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Chairman Whalen _____

Also, In Attendance: Mr. Robert C. Fischer, Executive Director
Peter J. Canal, BRSA Engineer
J. Michael Broyles, Superintendent
John Napolitano, General Counsel
Manuel Ponte, P.E., Consulting Engineer
Susan DuBey, Administrative Assistant

Reports

1. Executive Directors Report

- Disaster Recovery Update
- Authorizations required for transition of New Executive Director
- Transition of Finance Administrative Assistant

2. Staff Engineer Report

- Maser GIS – Presentation & Proposal
- Engineering Internships
- Chick-Fil-A Connection Application

3. Consulting Engineer – R3M

- Plant and Pump Station Engineering Inspection

4. Superintendent's Report

- Plant Report

5. Executive Session

- Personnel – Legal

6. TREASURER'S REPORT

Chairman Whalen calls for a **MOTION** to approve the **REVISED** September 2019 Treasurer's Report

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
 Commissioner Khachaturian _____ Commissioner Sutton _____
 Commissioner McMullen _____ Chairman Whalen _____

Chairman Whalen calls for a **MOTION** to approve the October 2019 Treasurer's Report

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
 Commissioner Khachaturian _____ Commissioner Sutton _____
 Commissioner McMullen _____ Chairman Whalen _____

7. PAYMENT OF REQUISITIONS

Chairman Whalen calls for a **MOTION** - to approve payment of bills listed on:

Operating Fund Req. No. 578 (Amended)	\$895,237.79	<u>-CHANGE IN AMOUNT ONLY</u>
Operating Fund Req. No. 579 (Regular)	\$534,223.82	
Payroll Account Req. No. P 227 (Payroll)	\$215,556.19	
NJEIT Project Fund #2 Req. #PF-39	\$327,480.96	

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
 Commissioner Khachaturian _____ Commissioner Sutton _____
 Commissioner McMullen _____ Chairman Whalen _____

8. APPROVAL OF MINUTES

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

Agenda Meeting Minutes of October 21, 2019
 Closed Session Minutes of October 21, 2019

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Chairman Whalen _____

PUBLIC PORTION

ANNOUNCEMENT (by Chairman Whalen): 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.

RESOLUTIONS

Resolutions #126/19 through #131/19 are by Consent Agenda. All matters listed under Consent Agenda are considered to be routine. If discussion is desired by any Board member, that item will be removed and will be considered separately.

1. **RESOLUTION (126/19):** Designating Mr. Peter Canal, Executive Director of the BRSA as the Authorized Representative to sign and verify documents submitted to various Departments of the State of New Jersey, County of Monmouth; and various offices and agencies of the U.S. Federal Government.
2. **RESOLUTION (127/19):** To Re-Adopt TD Banks Resolution To Authorize New Executive Director Payroll Account-Payroll Account
3. **RESOLUTION 128(/19):** To Re-Adopt TD Banks Resolutions to Authorize New Executive Director Incoming Revenue, Operating, Reserve, Rent Reserve, Bond Service Account and NJEIT Accounts.
4. **RESOLUTION (129/19):** To Re-Adopt Lakeland Bank Resolution Authorizing New Executive Director
5. **RESOLUTION (130/19):** To Re-Adopt New Jersey Cash Management Resolution Authorizing New Executive Director
6. **RESOLUTION (131/19):** To Appoint Peter Canal as the Authority's Public Agency Compliance Officer

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Chairman Whalen _____

7. RESOLUTION (132/19): To Authorize Dental Benefit Coverage with Delta Dental For 2019/2020

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Chairman Whalen _____

8. RESOLUTION (133/19): To Authorize Facility Roofing Contract to Roof Maintenance Systems in the amount of \$16,520.00

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Chairman Whalen _____

9. RESOLUTION (134/19): To Approve Sanitary Sewer Connection Application to Chick-fil-A of Hazlet

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Chairman Whalen _____

10. RESOLUTION (135/19): To Authorize Advertisement for RFQ 2019-05 Manhole Lining Project

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Chairman Whalen _____

11. RESOLUTION (136/19): To Award Engineering Services for Professional Enterprise Geographic Information Systems (eGIS) and Global Positioning Systems (GPS), in the amount of \$44,845.00

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Chairman Whalen _____

12. RESOLUTION (137/19): To Award a One (1) Year Extension for Contract #107-O for Furnishing and Delivering of Fuel Oil to Griffith-Allied Trucking, LLC d.b.a. Allied Oil

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Chairman Whalen _____

13. RESOLUTION (138/19): To Authorize Advertisement for Public Bids on Contract No. 112, Virginia Avenue Interceptor Rehabilitation Project

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Chairman Whalen _____

14. RESOLUTION (139/19): To Authorize Per Diem rates for Official Government Travel

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Chairman Whalen _____

PUBLIC PORTION

Chairman Whalen 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.

EXECUTIVE SESSION

Chairman Whalen 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 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 _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Chairman Whalen _____

END CLOSED SESSION

Chairman Whalen calls for a **MOTION** to End Closed Session and Re-Open the Regular Meeting @ _____ P.M.

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Chairman Whalen _____

RESOLUTIONS

15. RESOLUTION (140/19): To Extend Term of Employment for Intern Austin Carrol

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Chairman Whalen _____

16. RESOLUTION (141/19): To Hire Moorly Mehta as an Intern in the Engineering Department

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Chairman Whalen _____

ADJOURNMENT

ANNOUNCEMENT (by Chairman Whalen):

The B.R.S.A. Public Hearing for the 2020 User Charge is scheduled for Monday, December 16, 2019, at 7:00 P.M. immediately followed by the Regular Meeting. All meetings take place in the Administration Building of the Authority located at 100 Oak Street, Union Beach, NJ 07735.

At _____ P.M., Chairman Whalen calls for a **MOTION** to Adjourn the meeting.

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Chairman Whalen _____