



BAYSHORE REGIONAL SEWERAGE AUTHORITY

100 Oak Street, Union Beach, NJ 07735
732-739-1095 OFFICE 732-739-2459 FAX

Peter J. Canal
EXECUTIVE DIRECTOR

AGENDA FOR PRESENTATION & REGULAR MEETING via Zoom MONDAY, October 11, 2021

At _____ P.M., Chairman Sutton 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 and 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 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.

Topic: BRS A Monthly Public Meeting Schedule

Time: Eastern Time (US and Canada)

| | |
|-----------------------|-----------------------|
| Mar 15, 2021 07:00 PM | Sep 20, 2021 07:00 PM |
| Apr 19, 2021 07:00 PM | Oct 11, 2021 07:00PM |
| May 17, 2021 07:00 PM | Nov 15, 2021 07:00 PM |
| Jun 21, 2021 07:00 PM | Dec 20, 2021 07:00 PM |
| Jul 19, 2021 07:00 PM | Jan 24, 2022 07:00 PM |
| Aug 16, 2021 07:00 PM | Feb 28, 2022 07:00 PM |

Join Zoom Meeting: <https://us02web.zoom.us/j/86979686412>

Meeting ID: 869 7968 6412

Passcode: 435470

One tap mobile

+12678310333,,86979686412#,,, *435470# US (Philadelphia)

+16465189805,,86979686412#,,, *435470# US (New York)

Dial by your location

+1 267 831 0333 US (Philadelphia)

+1 646 518 9805 US (New York)

+1 646 876 9923 US (New York)

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

Chairman Sutton calls for a roll call of attendance (via Zoom):

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

Also, In Attendance: Mr. Peter Canal, Executive Director
Via Zoom J. Michael Broyles, Superintendent
Thomas Petti, P.E., Principal Engineer
John Napolitano, General Counsel
Manuel Ponte, P.E., Consulting Engineer
Victoria DuDasko, HR/Admin. Assistant
Carlos Nunez, IT
Michael Bart, CPA

- **Presentation on Authority Annual Audit by Michael Bart, Bart & Bart CPAS**
- **Presentation on Authority Annual Budget by Peter Canal, Executive Director**

EXECUTIVE SESSION

Chairman Sutton 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 Whalen _____
Commissioner McMullen _____ Chairman Sutton _____

END CLOSED SESSION

Chairman Sutton 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 Whalen _____
Commissioner McMullen _____ Chairman Sutton _____

1. RESOLUTION (120/21): 2022 AUTHORITY BUDGET RESOLUTION for the Bayshore Regional Sewerage Authority

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

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

Reports

- 1. Executive Directors Report, BRSA Projects, Special Reports & Connection Applications**
 - COVID-19 Policy Update
 - Disaster Recovery Update
 - NJSMUAESA Energy Aggregation Solicitations
 - 2022 Budget Introduction & Approval
- 2. Staff Engineer Report**
 - Authorize Advertisements for Fuel and Admin. Roof Contracts
 - Authorize Connection Fee Refund for 258 Lloyd Rd, Aberdeen
 - Presentation & Award Engineering Design Dorr Oliver Incinerator Rehab
- 3. Consulting Engineer – R3M**
 - Force Main Condition Assessment- Phase 2 Update
 - Project Updates
- 4. Superintendent’s Report**
 - Plant Performance
- 5. Legal Report - Closed Session**

6. TREASURER’S REPORT

Chairman Sutton calls for a **MOTION** to approve the Treasurer’s Report

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

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

7. PAYMENT OF REQUISITIONS

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

| | |
|--|---------------|
| Operating Fund Req. No. 602 (Regular) | \$ 612,515.77 |
| Payroll Account Req. No.P250 (Payroll) | \$ 219,624.30 |
| NJEIT Project Fund #III Req.#PF3-14 | \$ 27,809.40 |

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

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

8. APPROVAL OF MINUTES

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

Agenda Meeting Minutes of September 20, 2021

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

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

PUBLIC PORTION

ANNOUNCEMENT (by Chairman Sutton): 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

- RESOLUTION (121/21):** To Authorize Advertisement for Public Bids on Contract No. 126-O, Furnishing & Delivering of No. Two (2) Fuel Oil for a One (1) Year Period

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

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

3. **RESOLUTION (122/21):** To Authorize the Connection Fee Reimbursement for 258 Lloyd Road, Township of Aberdeen to Mr. Andre Brown in the amount of \$5,020.00.

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

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

4. **RESOLUTION (123/21):** To Authorize Advertisement for Public Bids on Contract 130, Administration Building Roof Replacement

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

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

5. **RESOLUTION (124/21):** To Award the Engineering Design and Bidding Services for the Dorr Oliver Incinerator Rehabilitation & Upgrades to HDR Engineering Design in the amount of \$1,143,390.00

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

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

RESOLUTION (/21): (If needed)

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

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

PUBLIC PORTION – VIA ZOOM

Chairman Sutton 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.

EXECUTIVE SESSION

Chairman Sutton 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 Whalen _____
Commissioner McMullen _____ Chairman Sutton _____

END CLOSED SESSION

Chairman Sutton 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 Whalen _____
Commissioner McMullen _____ Chairman Sutton _____

6. RESOLUTION (125/21): To Promote Steven Spano, Authority Operator to Assistant Superintendent of Operations

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

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

7. RESOLUTION (126/21): To Grant Victoria DuDasko Regular Employment Status Effective October 11, 2021

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

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

RESOLUTION (/21): (If needed)

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

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

ADJOURNMENT

ANNOUNCEMENT (by Chairman Sutton):

The next B.R.S.A. Regular Meeting is scheduled for Monday, November 15, 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 _____ P.M., Chairman Sutton calls for a **MOTION** to Adjourn the meeting.

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

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