



# BAYSHORE REGIONAL SEWERAGE AUTHORITY

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Peter J. Canal, *EXECUTIVE DIRECTOR*  
J. Michael Broyles, *DIRECTOR OF OPERATIONS*

## AGENDA FOR PUBLIC HEARING AND REGULAR MEETING MONDAY, DECEMBER 19, 2022

At \_\_\_\_\_ P.M., Chairman Cavanagh makes the following announcement:  
The Reorganization 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:

**Meeting ID: 825 9542 8520**

**Passcode: 860764**

Join Zoom Meeting:

<https://us02web.zoom.us/j/82595428520>

Dial by your location

+1 646 518 9805 US (New York)

+1 646 876 9923 US (New York)

+1 267 831 0333 US (Philadelphia)

Find your local number: <https://us02web.zoom.us/u/keEbcCjL0>

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.

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

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  
John Napolitano, General Counsel  
Manuel Ponte, P.E., Consulting Engineer  
Victoria DuDasko, HR/Admin. Assistant  
Carlos Nunez, IT  
Chad Sprague, Regulatory Compliance Manager  
Michael Bart, CPA- BRSA Auditor  
Stenographer

**Public Hearing on 2023 User Charge**

At \_\_\_\_\_ P.M., Chairman Cavanagh calls for a **MOTION** to Open the Public Hearing

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

**ANNOUNCEMENT** (by Chairman Cavanagh) This portion of the meeting is the Public Hearing for the 2023 User Charge. John Napolitano, General Counsel for BRSA, will issue 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 23, 2023 Authority Meeting

**PUBLIC PORTION**

**ANNOUNCEMENT** (by Chairman Cavanagh): This portion of the meeting is now open to the public for comments or questions related to **User Charge and 2023 Budget only**. The public is reminded; only questions or comments specific to the scope of the User Charge Schedule and 2023 Authority Budget items are to be addressed at this time. As a courtesy to all, please be mindful of limiting your comments to 5 minutes.

## RESOLUTIONS

**1. RESOLUTION (148/21): To Adopt the 2023 User Charge Schedule**

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

**2. RESOLUTION (149/21): To Adopt the 2023 Annual and Capital Budget of the Authority**

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

At \_\_\_\_\_ P.M., Chairman Cavanagh 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 Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

## Reports

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

- Adopt User Charges & Annual Budget
- COVID-19 Update
- Disaster Recovery Update
- Wastewater Monitoring Opportunity
- Personnel

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

- Close out C. 129 WWTP Misc. Structural Repairs
- Mics. Project Advertisements
- Project Updates

### **3. Consulting Engineer – R3M**

- Award C. 130 Administration Roof Replacement Contract
- Project Updates

### **4. Director of Operations Report**

- Plant Performance
- IPP Permit Renewals
- Plant Superintendent Update
- New Maintenance Truck

### **5. Legal Report - Closed Session**

## 6. TREASURER'S REPORT

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

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

## **7. PAYMENT OF REQUISITIONS**

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

Operating Fund Req. No. 616 (Regular)	\$ 674,159.99
Payroll Account Req. No.P264 (Payroll)	\$ 335,014.68
NJEIT Project Fund #III Req.#PF-28	\$ 3,094.00

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

## **8. APPROVAL OF MINUTES**

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

Closed Session Minutes of November 14, 2022  
Agenda Meeting Minutes of November 14, 2022

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

## **PUBLIC PORTION – VIA ZOOM**

**ANNOUNCEMENT (by Chairman Cavanagh):** This meeting is now open to the public for comments or questions related to the 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

**1. RESOLUTION No. (150/22): To Adopt & Reissue Final Permits for CEI**

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

**2. RESOLUTION No. (151/22): To Adopt & Reissue Final Permits for IFF**

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

**3. RESOLUTION No. (152/22): To Approve Wastewater Monitoring Programing**

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

**4. RESOLUTION No. (153/22): To Award Request for Quotation 2022-10 Furnish Authority Utility Truck to \_\_\_\_\_ in the amount of \$ \_\_\_\_\_**

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

**5. RESOLUTION No. (154/22): To Authorize Advertisement for Public Bids for the 2023 Various Chemical Contract**

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

**6. RESOLUTION No. (155/22): To Authorize Advertisement for RFQ 2023-02 Roof Inspection & Preventative Maintenance for a One (1) Year Period**

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

**7. RESOLUTION No. (156/22): To Authorize Advertisement for RFQ 2023-01 Furnish & Deliver Emergency Force Main Repair Inventory**

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

**8. RESOLUTION No. (157/22): To Authorize Advertisement for Public Bids on Contract 144, Matawan & West Keansburg Pumping Station ATS & Electrical Upgrades**

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

**9. RESOLUTION No. (158/22): To Authorize Advertisement for Public Bids on Contract 146, NIRO Incinerator Rehabilitation**

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

**10. RESOLUTION No. (159/22): Award Contract 130, Administration Building Roof Replacement to MTB, LLC, of Neptune City, NJ in the amount of \$251,580.00.**

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

**11. RESOLUTION No. (160/22): To Approve Close-Out of Contract 129, Wastewater Treatment Plant Miscellaneous Structural Repairs**

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

**RESOLUTION No. ( /22): (If Needed)**

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

**PUBLIC PORTION – VIA ZOOM**

**ANNOUNCEMENT (by Chairman Cavanagh):** 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 the 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 Cavanagh** 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 Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

## END CLOSED SESSION

**Chairman Cavanagh** 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 Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

### **12. RESOLUTION No. (161/22): To Hire Cameron Withum as an Engineering Intern at the Bayshore Regional Sewerage Authority**

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

**RESOLUTION ( /22): (If Needed)**

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

**ADJOURMENT**

**ANNOUNCEMENT (by Chairman Cavanagh):**

The next B.R.S.A. Regular Meeting is scheduled for Monday, January 23, 2022, 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 Cavanagh calls for a **MOTION** to Adjourn the meeting.

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_