



# BAYSHORE REGIONAL SEWERAGE AUTHORITY

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Peter J. Canal  
EXECUTIVE DIRECTOR

## AGENDA FOR PUBLIC HEARING AND REGULAR MEETING MONDAY, DECEMBER 18, 2023

At \_\_\_\_\_ P.M., Chairwoman McMullen 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:

<https://us02web.zoom.us/j/88944344251>

**Meeting ID: 889 4434 4251**

**Passcode: 187423**

One tap mobile

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Find your local number: <https://us02web.zoom.us/u/kd1gsCer6s>

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.

*Committed to a Clean Environment for Today, Tomorrow and Generations to Come*  
*BRS&A staff, November 2006*

Chairwoman McMullen 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.

Chairwoman McMullen for a roll call of attendance (via Zoom):

**ROLL CALL:** Commissioner Cavanagh\_\_\_\_\_ Commissioner Sutton\_\_\_\_\_

Commissioner Lauro\_\_\_\_\_ Commissioner Whalen \_\_\_\_\_

Commissioner Mioduszewski \_\_\_\_\_ Chairwoman McMullen\_\_\_\_\_

Also In Attendance:  
Via Zoom

Mr. Peter Canal, Executive Director  
J. Michael Broyles, Director of Operations  
Thomas Petti, P.E., Principal Engineer  
John Napolitano, General Counsel  
Manuel Ponte, P.E., Consulting Engineer  
Carlos Nunez-Rojas, IT  
Roy Anderson, Superintendent  
Chad Sprague, Regulatory Compliance Manager  
Michael Bart, Authority Accountant, CPA  
Raquel Dunn, Administrative Assistant/HR Representative  
Stenographer, DepoLink Court Reporting  
& Litigation Support Services

### **Public Hearing on 2024 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 Cavanagh\_\_\_\_\_ Commissioner Sutton\_\_\_\_\_

Commissioner Lauro\_\_\_\_\_ Commissioner Whalen \_\_\_\_\_

Commissioner Mioduszewski \_\_\_\_\_ Chairwoman McMullen\_\_\_\_\_

**ANNOUNCEMENT** (by Chairwoman McMullen) This portion of the meeting is the Public Hearing for the 2024 User Charge. John Napolitano, General Counsel for the Authority, will issue the oath to the professionals and staff, 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 22, 2024 Authority Meeting.

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 Cavanagh \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner Lauro \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ 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 **User Charge and 2024 Budget only**. The public is reminded; only questions or comments specific to the scope of the User Charge Schedule and 2024 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 (148/23): To Adopt the 2024 Annual and Capital Budget of the Authority**

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

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

### **2. RESOLUTION (149/23): To Adopt the 2024 User Charge Schedule**

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

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

## Reports

### 1. Executive Directors Report

- Adopt User Charges & Annual Budget
- Administrative Update
- Disaster Recovery Update
- Financial Update
- Personnel

### 2. Staff Engineer Report

- Close Out C.137 W.Keansburg Force Main Repl. & C.138 Recycle PS Improvements
- Award Odor Control Roof Replacement Project to Weatherproofing Technologies, Inc.
- Authorize Advertisement of Various Chemical Contracts
- Project Updates

### 3. Consulting Engineer – R3M

- Project Updates

### 4. Director of Operations Report

- Plant Performance
- Plant Superintendent Update

### 5. Legal Report - Closed Session

## 6. TREASURER'S REPORT

Chairwoman McMullen calls for a MOTION to approve the Treasurer's Report

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

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

## **7. PAYMENT OF REQUISITIONS**

Chairwoman McMullen calls for a **MOTION** to approve payment of bills listed on:

Operating Fund Req. No. 628 (Regular)	\$ 2,662,760.37
Payroll Account Req. No.P276 (Payroll)	\$ 358,012.49
NJIB Project Fund #III Req.#PF-40	\$ 45,090.11

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

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

## **8. APPROVAL OF MINUTES**

Chairwoman McMullen calls for a **MOTION** to approve the following Minutes:

Closed Session Minutes of November 13, 2023  
Agenda Meeting Minutes of November 13, 2023

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

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

## **PUBLIC PORTION – VIA ZOOM**

**ANNOUNCEMENT (by Chairwoman McMullen):** 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 (150/23): The BRSA Supports No Further Legislation or Regulations Be Adopted Concerning Worker’s Compensation Without A Thorough and Complete Analysis of the Cost**

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

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

2. **RESOLUTION (151/23): To Authorize Advertisement for RFQ 2024-01 Generator Inspection, Service & Repairs for a Two (2)-Year Period**

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

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

3. **RESOLUTION (152/23): To Authorize Advertisement for RFQ 2024-02 Roof Inspection & Preventative Maintenance for a One (1) Year Period**

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

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

4. **RESOLUTION (153/23): To Authorize Advertisement for Public Bids for the 2024 Various Chemical Contract**

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

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

5. **RESOLUTION (154/23): To Authorize Advertisement for Public Bids for Contract 24-004 Furnishing & Delivering of Polymer**

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

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

**6. RESOLUTION (155/23): To Purchase two (2) Water Master Electromagnetic Flowmeter systems from Miller Energy Inc. of South Plainfield, NJ in the amount of \$17,619.50**

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

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

**7. RESOLUTION (156/23): To Purchase Two (2) Barnes Pumps and relays from CW Sales Corporation, Norristown, PA in the amount of \$18,840.50**

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

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

**8. RESOLUTION (157/23): To Approve Sanitary Sewer Connection Application for Edge Builders, LLC, Developer of Cambridge at Hazlet**

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

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

**9. RESOLUTION (158/23): To Award Odor Control Building Roof Replacement Project Through Participation in the ESCNJ Cooperative Purchasing Agreement to Weatherproofing Technologies, Inc. of Beachwood, OH in the amount of \$129,431.80.**

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

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

**10. RESOLUTION (159/23): To Approve Close-Out of Contract 137, West Keansburg Force Main Replacement – Phase 2**

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

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

**11. RESOLUTION (160/23): To Approve Close-Out of Contract 138, Recycle Pumping Station Improvements**

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

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

**12. RESOLUTION (/23): (If needed)**

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

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

**PUBLIC PORTION – VIA ZOOM**

**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 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**

**Chairwoman McMullen** 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 Sutton \_\_\_\_\_  
Commissioner Lauro \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairwoman McMullen \_\_\_\_\_

### **END CLOSED SESSION**

**Chairwoman McMullen** 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 Sutton \_\_\_\_\_  
Commissioner Lauro \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairwoman McMullen \_\_\_\_\_

**1. RESOLUTION No. (161/23): To Hire a New Staff Engineer**

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

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

**2. RESOLUTION No. (162/23): To Hire a New Laboratory Technician**

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

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

**3. RESOLUTION No. (163/23): To Provide a Time Extension until 2025 for the Sewer Service Agreement Requirement of a 10-Year Sanitary Sewer Inspection Report**

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

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

**4. RESOLUTION ( XX /23): (If Needed)**

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

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

**ADJOURMENT**

**ANNOUNCEMENT (by Chairwoman McMullen):**

The next B.R.S.A. Regular Meeting is scheduled for Monday, January 22, 2024, 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., Chairwoman McMullen calls for a **MOTION** to Adjourn the meeting.

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

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