



BAYSHORE REGIONAL SEWERAGE AUTHORITY

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

Robert C. Fisher
EXECUTIVE DIRECTOR

REORGANIZATION & REGULAR MEETING FEBRUARY 23, 2015

At _____ P.M., Chairman Khachaturian 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 Newark Star Ledger 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 Khachaturian 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 calls for a roll call of attendance:

ROLL CALL: Commissioner McMullen _____ Commissioner Sutton _____
Commissioner Pisano _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Khachaturian _____

Also In Attendance: Mr. Robert C. Fischer, Executive Director
James Gorman, Esq., General Counsel
Manuel Ponte, P.E., Consulting Engineer
Peter J. Canal, BRSA Engineer
Susan DuBey, Admin. Assistant

Go Into Executive Session

Chairman Khachaturian 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 and anticipated litigation. 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 McMullen_____ Commissioner Sutton_____
Commissioner Pisano _____ Commissioner Vella_____
Commissioner Steiner_____ Chairman Khachaturian_____

END CLOSED SESSION

Chairman Khachaturian calls for a **MOTION** to End Closed Session.

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

ROLL CALL: Commissioner McMullen_____ Commissioner Sutton_____
Commissioner Pisano _____ Commissioner Vella_____
Commissioner Steiner_____ Chairman Khachaturian_____

RE-OPEN THE REORGANIZATION

Chairman Khachaturian calls for a **MOTION** to Re-Open Reorganization Meeting

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

ROLL CALL: Commissioner McMullen_____ Commissioner Sutton_____
Commissioner Pisano _____ Commissioner Vella_____
Commissioner Steiner_____ Chairman Khachaturian_____

MOTIONS FOR REORGANIZATION

Chairman Khachaturian calls for **MOTIONS** on the following:

MOTION - for the office of **CHAIRMAN: Commissioner Sutton**

OFFERED BY: Commissioner_____ **SECONDED BY:** Commissioner_____

ROLL CALL: Commissioner Khachaturian_____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella_____
Commissioner Pisano_____ Chairman Sutton_____

MOTION - for the office of **VICE-CHAIRMAN - Commissioner Pisano**

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

ROLL CALL: Commissioner Khachaturian_____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella_____
Commissioner Pisano_____ Chairman Sutton_____

MOTION - for the office of **TREASURER - Commissioner Vella**

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

MOTION - for the office of **ASST. TREASURER – Commissioner McMullen**

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

MOTION - for the office of **SECRETARY - Commissioner Steiner**

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

MOTION - for the office of **ASST.SECRETARY – Commissioner Khachaturian**

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ 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 accordingly.

RESOLUTIONS

1. RESOLUTION: (07/15) To Adopt a Non-Fair and Open Policy for Annual Professional Service Contracts

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____

Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

2. RESOLUTION: (08/15) Designating the *Asbury Park Press*, as the Official newspaper of the Bayshore Regional Sewerage Authority and *Bayshorersa.com* as the Official Website for Public Notices and any other official informational postings of the Authority.

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

3. RESOLUTION: (09/15) Re-adopt a Cash Management Plan as set forth pursuant to provisions of NJSA 40A: 5-14.

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

4. RESOLUTION: (10/15) Designating TD Bank, qualified under the Government Unit Deposit Protection Act, as the Official Depository of the B.R.S.A.

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

5. RESOLUTION: (11/15) Designating Mr. Robert C. Fischer, 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.

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

6. RESOLUTION: (12/15) Re-Adopt Procedures to be followed in the Payment of Invoices.

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

7. RESOLUTION: (13/15) Re-Adopt Procedures to be followed in the Purchase of Equipment and Supplies and Services.

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

8. RESOLUTION: (14/15) Re-Adopt the Schedule of Financial Reports.

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

9. RESOLUTION: (15/15) Adopt and Publish the Annual Notice of Scheduled Authority Meetings for the period March 2015, through February 2016.

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

10. RESOLUTION: (16/15) To Re-Adopt TD Banks Resolution for the B.R.S.A. Payroll Account together with appropriate signature cards.

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

11. RESOLUTION: (17/15) To Re-Adopt TD Banks Resolutions for B.R.S.A. Incoming Revenue, Operating, Reserve, and Rent Reserve accounts together with appropriate signature cards.

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

12. RESOLUTION: (18/15) to Appoint Weiner Lesniak as Labor Attorney, and authorize the Chairman and Secretary to execute the contract.

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

13. RESOLUTION: (19/15) to Appoint Bart & Bart, CPAs as Auditors and Accountants, and authorize the Chairman and Secretary to execute the contract.

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

14. RESOLUTION: (20/15) to Appoint Gibbons P.C. as Bond Counsel, and to authorize the Chairman and Secretary to execute the contract.

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

15. RESOLUTION: (21/15) to Appoint R3M as our Consulting Engineer, and to authorize the Chairman and Secretary to execute the contract.

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

16. RESOLUTION: (22/15) to Appoint Conner Strong Buckelew Services, as Risk Management Consultant and to authorize the Chairman and Secretary to execute the contract.

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

17. RESOLUTION: (23/15) to Appoint Morehouse Engineering as the Process and Instrumentation Control Consultant and authorize the Chairman and Secretary to execute the contract.

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

18. RESOLUTION (24/15) to Appoint Chavond Barry as Incinerator Engineering Consultants and authorize the Chairman and Secretary to execute the contract.

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

19. RESOLUTION (25/15): to Appoint Acacia Financial Group, Inc. as Financial Advisor and authorize the Chairman and Secretary to execute the contract.

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

20. RESOLUTION (26/15): to Appoint _____ as General Counsel and authorize the Chairman and Secretary to execute the contract.

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

21. RESOLUTION (27/15): to Appoint Granata and Zaccardi as Special Counsel and authorize the Chairman and Secretary to execute the contract.

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

SUB-COMMITTEE APPOINTMENTS

Chairman Sutton calls for a review of the recommended Sub-Committee Appointments offered and requested a **MOTION** of acceptance:

COMMITTEE APPOINTMENTS are offered by the Chairman who may preside over any Sub-Committee Meeting with adequate public notice.

2015 Committee Appointments

FINANCE COMMITTEE:

Commissioner McMullen - Chair
Commissioner Vella
Commissioner Sutton

LEGAL COMMITTEE:

Commissioner Sutton - Chair
Commissioner McMullen
Commissioner Pisano

ENGINEERING COMMITTEE:

Commissioner Khachaturian - Chair
Commissioner Pisano
Commissioner Steiner

PERSONNEL COMMITTEE:

Commissioner Vella - Chair
Commissioner Steiner
Commissioner Khachaturian

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

Chairman Sutton calls for a **MOTION** - to Close the Reorganization Meeting of 2015.

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

REGULAR MEETING
February 23, 2015

At _____ P.M. Chairman Sutton calls for a **MOTION** to Open Regular Meeting of the Bayshore Regional Sewerage Authority

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

TREASURER’S REPORT

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

TREASURER’S REPORT (by Commissioner Vella Section #4)

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

PAYMENT OF REQUISITIONS

MOTION - to approve payment of bills listed on:

Operating Fund Req. No.518	(Regular)	\$ 519,576.73
Operating Fund Req. No. 28-S	(Sandy)	\$ 219,566.23
Payroll Account Req. No.P168	(Payroll)	\$ 95,621.15

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

APPROVAL OF MINUTES

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

Regular Meeting Minutes of January 19, 2015

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

RESOLUTIONS

1. RESOLUTION (28/15) –To name J. Michael Broyles as the Safety Employee of the Year

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

2. ESOLUTION (29/15) –To authorize Filing of Application for NJEIT Financing Program for Restoration/Mitigation of the BRSA Blower Buildings

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

3. RESOLUTION (30/15) – To provide Declaration of Official Intent under Treasury Regulations to Reimburse Expenditures Related to Blower Building Project

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

4. RESOLUTION (31/15) – To Extend the Contract with Evoqua Water Tech. LLC for the supply of Bioxide for a one year period

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

5. RESOLUTION (32/15) – To Authorize the Emergency Hauling of Liquid Sludge by AWS at 4.5¢ per gallon.

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

6. RESOLUTION (33/15): To authorize advertisement for Request for Quotation of the Generator Set Inspection and Load Testing at the Wastewater Treatment Plant

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

7. RESOLUTION (34/15) – To Release Payment Bond for C&M County Road, LLC

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

8. RESOLUTION (35/15) – To award NIRO Incinerator Repairs & Mitigation Contract 74-S to Stone Hill Contracting, Inc. in the amount of \$16,445,997

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

9. RESOLUTION (36/15) – To Authorize the Solicitation of Bids for the Annual Emergency Hauling of Liquid and Caked Sludge

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

PUBLIC PORTION

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 3 minutes.

EXECUTIVE SESSION

(IF NEEDED)

Chairman Khachaturian 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 and anticipated litigation. 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 Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

END CLOSED SESSION

Chairman Sutton calls for a **MOTION** to End Closed Session.

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

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

ADJOURNMENT

ANNOUNCEMENT (by the Chairman):

The next Agenda/Regular Meeting of the B.R.S.A. is scheduled for Monday, March 16, 2015, 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 Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____