

BAYSHORE REGIONAL SEWERAGE AUTHORITY
Regular Meeting Minutes
August 15th, 2011

At 7:00 P.M., on Monday, August 15th, 2011, Vice Chairman Wells called the Regular Meeting of the Bayshore Regional Sewerage Authority to order and made the following announcement:

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. Vice-Chairman Wells then called for a **Pledge of Allegiance to our Flag** and a **Moment of Silence** for the safety of US Troops serving all over the world.

Vice Chairman Wells requested a roll call recorded as follows:

Present: Commissioners Cohen, Colligas (7:06PM), DiNardo, Parsells and Vice Chairman Wells

Absent: Chairman Pisano

Also In Attendance: Mr. Robert C. Fischer, Executive Director

Louis E. Granata, Esq., General Counsel

Kimberly Newins, Admin. Assistant (Recording Secretary to the Board)

APPROVAL OF MINUTES –Regular Meeting Minutes of July 18th, 2011

This was **OFFERED BY** Commissioner Cohen and **SECONDED BY** Commissioner Parsells and carried unanimously by voice vote recorded as follows:

Ayes: Commissioners Cohen, DiNardo, Parsells, and Vice Chairman Wells

TREASURER’S REPORT (by Commissioner Parsells for July, 2011)

This was **OFFERED BY** Commissioner Parsells and **SECONDED BY** Commissioner DiNardo and carried unanimously by voice vote recorded as follows:

Ayes: Commissioners Cohen, DiNardo, Parsells, and Vice Chairman Wells

STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS

TD BANK	Balance
TRUSTEE ACCOUNTS	7-31-11

UNRESTRICTED

Revenue Fund	1,414,528.91
General Fund	<u>1,343,580.41</u>
Total Unrestricted	2,758,109.32

RESTRICTED

Bond Service Fund

1985 Bond Service Fund	817.08
2002 Bond Service Fund	<u>28,610.00</u>
Total Bond Service Funds	29,427.08

Bond Reserve Funds

1985 Bond Reserve Fund	<u>7,342,275.26</u>
Total Bond Reserve Funds	<u>7,342,275.26</u>

2010 NJEIT BONDS

Revenue	0.00
Construction	1,331,095.05
Bond Service	<u>0.05</u>
TOTAL NJEIT	1,331,095.05

TOTAL TRUSTEE ACCOUNTS	11,460,906.76
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AUTHORITY ACCOUNTS

Incoming Revenue Account	2,167,590.36
Operating Regular Account	63,709.58
Operating Payroll Account	<u>134,010.81</u>
TOTAL AUTHORITY ACCOUNTS	<u>2,365,310.75</u>

TOTAL	13,826,217.51
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SCHEDULE OF ACCOUNTS RECEIVABLE

SERVICE CHARGES:	Balances as of <u>July 31, 2011</u>	
Hazlet Township Sewer Utility	\$	0.00
Township of Holmdel	\$	0.00
Borough of Union Beach	\$	0.00
Borough of Keyport	\$	0.00
Borough of Keansburg	\$	0.00
Borough of Matawan	\$	0.00
Western Monmouth Utilities Authority	\$	0.00
Township of Aberdeen	\$	<u>0.00</u>
TOTAL	\$	0.00

OUTFALL AUTHORITY CHARGES		
Hazlet Township Sewer Utility	\$	0.00
Township of Holmdel	\$	0.00
Borough of Union Beach	\$	0.00
Borough of Keyport	\$	0.00
Borough of Keansburg	\$	0.00
Borough of Matawan	\$	0.00
Western Monmouth Utilities Authority	\$	0.00
Township of Aberdeen	\$	<u>0.00</u>
TOTAL	\$	0.00

Balance of Rent Reserve Accounts as of July 31st, 2011		
Hazlet Township Sewer Utility	\$	1,880,578.97
Township of Holmdel	\$	715,511.01
Borough of Union Beach	\$	475,147.44
Borough of Keyport	\$	805,955.08
Borough of Keansburg	\$	750,646.22
Borough of Matawan	\$	820,378.85
Western Monmouth Utilities Authority	\$	182,657.74
Township of Aberdeen	\$	<u>845,150.23</u>
TOTAL	\$	6,476,025.54

Detail of the Trustee accounts, receipts and disbursements, including investment activity, are on file in the Administrative Office of the Bayshore Regional Sewerage Authority.

Vice-Chairman Wells opened the meeting to the public for comments or questions related to Agenda items only. There were no public comments made at this time. The Vice-Chairman then closed the public portion of the meeting and called for **MOTIONS** on the following Resolutions:

1. RESOLUTION (70/11) To accept the Second Quarter Flow Report as presented by Arcadis - US.

WHEREAS, Arcadis - US, Consulting Engineers for the Bayshore Regional Sewerage Authority (BRSA) have determined the quantity of sewage from each of the Towns and Authorities connected to the BRSA system for the Second Quarter (First Half) of the year 2011; and

WHEREAS, said flow figures have been calculated from actual meter readings, maintenance service reports, and other data, and

WHEREAS, said flow figures have been reviewed by the Commissioners of this Authority, **NOW THEREFORE BE IT RESOLVED** that this Authority hereby accepts the flow calculations, certified by Arcadis – US for the Second Quarter (First Half) of the year 2011.

This was **OFFERED BY** Commissioner Cohen and **SECONDED BY** Commissioner DiNardo and carried unanimously by voice vote recorded as follows:

Ayes: Commissioners Cohen, DiNardo, Parsells, and Vice Chairman Wells

2. RESOLUTION (71/11) To accept Change Order numbered 57-01 to Iron Hills Construction as recommended by Chavond Barry Engineering, Incinerator Consultants to the BRSA.

WHEREAS, on April 18th, 2011 the Bayshore Regional Sewerage Authority ("BRSA") awarded Contract 57 - Dorr-Oliver Incinerator Phase II: Mechanical Repairs; ("Contract 57") to the lowest responsible bidder - Iron Hills Construction Co., of Wayne, NJ., having submitted a total bid price of \$138,593.00; and

WHEREAS, during the course of the work, the BRSA Incinerator Consultants overseeing the project; Chavond Barry Engineering ("CBE") discovered the need for additional repairs, specifically: the repair of three (3) leaking couplings, welding repair of a cracked seam on the Venturi Scrubber, and welding repair of the entire flange on the reactor side of the exhaust duct expansion joint; and

WHEREAS, CBE request on behalf of BRSA that Iron Hills Construction to submit a proposal to cover the additional costs for the aforementioned repairs which was submitted on July 27, 2011 by Iron Hills Construction in the amount of \$9,383.00; and

WHEREAS, CBE reviewed the proposal and found it to be an appropriate, fair and reasonable price and recommend a Change Order (Numbered 57-01) be accepted by BRSA to allow for the necessary repairs to be completed; and

WHEREAS, the funds are available for this purpose; and

NOW THEREFORE BE IT RESOLVED, the Commissioners of the BRSA deem it in the best interest of the Authority to ensure the performance and reliability of the Dorr Oliver Incinerator by accepting Change Order No. 57-01 and hereby accept Iron Hills Construction's proposal for said repairs in the amount of \$9,383.00 and thereby amend the total contract price for Contract 57 to a total not to exceed amount of \$147,976.00.

BE IT FURTHER RESOLVED, the Executive Director is hereby authorized to forward a copy of this Resolution granting Change Order No. 57-01 to the Contractor on behalf of the Authority.

This was **OFFERED BY** Commissioner DiNardo and **SECONDED BY** Commissioner Cohen and carried unanimously by voice vote recorded as follows:

Ayes: Commissioners Cohen, DiNardo, Parsells, and Vice Chairman Wells

MOTION - to approve payment of bills listed on:

Operating Fund Req. No. 468 (Regular)	\$ 186,877.78
Payroll Account Req. No. P 120	\$ 163,743.85

This was **OFFERED BY** Commissioner Cohen and **SECONDED BY** Commissioner Parsells and carried unanimously by voice vote recorded as follows: (Commissioner Colligas arrives)

Ayes: Commissioners Cohen, Colligas, DiNardo, Parsells, and Vice Chairman Wells

At 7:08 PM Vice-Chairman Wells called for a **MOTION** - to go into Closed Session 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 was taken to discuss matters of pending 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.

This was **OFFERED BY:** Commissioner Cohen and **SECONDED BY** Commissioner DiNardo and carried by voice vote recorded as follows:

Ayes: Commissioners Cohen, Colligas, Wells and Vice-Chairman Wells

(Closed Session Minutes are recorded separately.)

At 7:40 P.M. Vice-Chairman Wells called for a **MOTION** to end Closed Session. This was **OFFERED BY:** Commissioner Cohen and **SECONDED BY** Commissioner DiNardo and carried by voice vote recorded as follows:

Ayes: Commissioners Cohen, Colligas, Wells and Vice-Chairman Wells

Vice-Chairman Wells then opened the meeting to the public to discuss any BRSA matters the public might care to address. There were no comments from any members of the public present. The Chairman then closed the public portion of the meeting.

Commissioner Colligas said he wanted comment on Resolution 62/11 which was passed before he arrived this evening. He said he was the Chairman of the Personnel Sub-Committee and they met to develop recommendations with the Executive Director. He said during the July Meetings he did not attend due to illness; discussions took place without him and he was not in favor of the resulting recommendations that are reflected in the Resolution. Commissioner Colligas said he wants the record to reflect his dissatisfaction with those final recommendations.

The next **Agenda Meeting** of the B.R.S.A. is scheduled for **Monday, September 12th, 2011 @ 7:00 P.M.** The next **Regular Meeting** of the Authority will be held on **Monday, September 19th, 2011 @ 7:00 PM.** All meetings take place in the Administration Building of the BRSA located at 100 Oak Street, Union Beach, NJ, 07735. Vice Chairman Wells then called for a **MOTION** to adjourn.

This was **OFFERED BY** Commissioner Cohen and **SECONDED BY** Commissioner DiNardo and carried unanimously by voice vote recorded as follows:

Ayes: Commissioners Cohen, Colligas, DiNardo, Parsells, and Vice Chairman Wells

Respectfully submitted,

Kimberly A. Newins
Recording Secretary to the Board