



BAYSHORE REGIONAL SEWERAGE AUTHORITY

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

Robert C. Fischer
EXECUTIVE DIRECTOR

BAYSHORE REGIONAL SEWERAGE AUTHORITY REGULAR MEETING MINUTES January 17th, 2011

At 7:00 P.M. on January 17th, 2011, Chairman Colligas called the Regular Meeting to order and made the following announcement:

This Regular 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 (WMUA). This notice is also posted in the lobby of the Bayshore Regional Sewerage Authority Administration Building.

Chairman Colligas called for **Pledge of Allegiance** and a **Moment of Silence** for the safety of US Troops all over the world.

The Chairman asked for a **ROLL CALL** recorded as follows:

Roll Call: Present: Commissioners DiNardo, Pisano, Wells and Chairman Colligas
Absent: Commissioner Cohen and Commissioner Parsells

Also In Attendance: Mr. Robert C. Fischer, Executive Director
Peter Canal, BRSA Engineer
Kimberly Newins, Admin. Assistant (Recording Secretary to the Board)

APPROVAL OF MINUTES –Public Hearing and Regular Meeting Minutes of December 20th, 2010
(BRSA 2011 Budget)

OFFERED BY: Commissioner Pisano and **SECONDED BY** Commissioner Wells and carried by unanimous voice vote recorded as follows:

Ayes: Commissioners DiNardo, Pisano, Wells and Chairman Colligas

TREASURER'S REPORT (by Commissioner Wells for Treasurer Cohen for December, 2010)

OFFERED BY: Commissioner Wells and **SECONDED BY** Commissioner DiNardo and carried by unanimous voice vote recorded as follows:

Ayes: Commissioners DiNardo, Pisano, Wells and Chairman Colligas

Committed to a Clean Environment for Today, Tomorrow and Generations to Come

BRSA staff, November 2006

STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS

TD BANK TRUSTEE ACCOUNTS	Balance 12-31-10
<u>UNRESTRICTED</u>	
Revenue Fund	1,971,070.22
General Fund	<u>3,522,416.41</u>
Total Unrestricted	5,493,486.63
<u>RESTRICTED</u>	
Bond Service Fund	
1985 Bond Service Fund	4,962.95
2002 Bond Service Fund	<u>805.00</u>
Total Bond Service Funds	5,767.95
Bond Reserve Funds	
1985 Bond Reserve Fund	<u>7,360,714.95</u>
Total Bond Reserve Funds	<u>7,360,714.95</u>
<u>2010 NJEIT BONDS</u>	
Revenue	0.00
Construction	408,664.34
Bond Service	<u>0.00</u>
TOTAL NJEIT	408,664.34
TOTAL TRUSTEE ACCOUNTS	13,268,633.87
<u>AUTHORITY ACCOUNTS</u>	
Incoming Revenue Account	75,792.43
Operating Regular Account	59,526.01
Operating Payroll Account	<u>145,688.13</u>
TOTAL AUTHORITY ACCOUNTS	<u>203,334.63</u>
TOTAL	13,549,640.44

SCHEDULE OF ACCOUNTS RECEIVABLE

SERVICE CHARGES:	Balances as of December 31st, 2010	
Hazlet Township Sewerage Authority	\$	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	\$	0.00
TOTAL	\$	0.00
OUTFALL AUTHORITY CHARGES		
Hazlet Township Sewerage Authority	\$	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	\$	0.00
TOTAL	\$	0.00
Balance of Rent Reserve Accounts as of December 31st, 2010		
Hazlet Township Sewerage Authority	\$	1,827,286.26
Township of Holmdel	\$	689,474.34
Borough of Union Beach	\$	459,414.77
Borough of Keyport	\$	804,856.20
Borough of Keansburg	\$	749,622.76
Borough of Matawan	\$	819,260.30
Western Monmouth Utilities Authority	\$	175,293.10
Township of Aberdeen	\$	807,750.31
TOTAL	\$	6,332,958.04

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

The Chairman then opened the meeting to the public to address any Resolutions proposed on this agenda. For the record, there were no comments from the public on the Resolutions.

1. RESOLUTION (01/11) To make an annual donation to the Union Beach First Aid and Rescue Squad.

WHEREAS, The Union Beach First Aid and Rescue Squad has asked for financial support of their activities; and

WHEREAS, they are a volunteer organization, and do not charge for the first aid services that they provide; and

WHEREAS, the Bayshore Regional Sewerage Authority is appreciative of the assistance and service provided to the Authority by the Union Beach First Aid Squad in the past,

NOW THEREFORE BE IT RESOLVED, that the Executive Director is hereby directed to prepare a donation to the Union Beach First Aid Squad in the amount of \$500.00.

OFFERED BY: Commissioner Pisano and **SECONDED BY** Commissioner Wells and carried by unanimous voice vote recorded as follows: Ayes: Commissioners DiNardo, Pisano, Wells and Chairman Colligas

2. RESOLUTION (02/11) To award the contract for the Furnishing and Delivery of Caustic Soda Solution to Basic Chemical Solutions, Inc., for a period of one year.

WHEREAS, in accordance with Local Public Contracts Law, Bayshore Regional Sewerage Authority had advertised and received quotes at 1:00 P.M. on Wednesday, January 5, 2011 for the Furnishing and Delivery of Caustic Soda Solution (25%) for a period of one year; and

WHEREAS, one bidder, Kuehne Chemical Company of South Kearny did not comply with the Bid Specifications because it failed to provide the required Bid Bond documents and

WHEREAS, all documents have been reviewed by the Authority's General Counsel and he has recommended the Kuehne Chemical Company bid be rejected for non-compliance; and

WHEREAS, as a result of all bids reviewed, it appears Basic Chemical Solutions, Inc. of Morrisville, PA has submitted the lowest responsible bid in compliance with the Bid Specifications with a bid price of \$14,080.00; and

WHEREAS, the Certified Purchasing Agent, the Staff Engineer and the General Counsel recommend the Contract be awarded to Basic Chemical Solutions, Inc.

NOW THEREFORE BE IT RESOLVED that Basic Chemical Solutions, Inc, of Morrisville, PA be and is hereby awarded the Contract for Furnishing and Delivery of Caustic Soda Solution (25%) for a one year period according to the terms and conditions of the bid and contract documents.

BE IT FURTHER RESOLVED the Executive Director and Secretary are here by authorized to execute the Contract.

OFFERED BY: Commissioner DiNardo and **SECONDED BY** Commissioner Pisano and carried by unanimous voice vote recorded as follows: Ayes: Commissioners DiNardo, Pisano, Wells and Chairman Colligas

3. RESOLUTION (03/11) To approve Change Order #1 for the Wind-to-Energy Project as submitted by The Conti Group, d.b.a. Conti Enterprises, Inc.

WHEREAS, the Bayshore Regional Sewerage Authority awarded Contract 54, BRSA Wind-to-Energy Project (Contract 54) to The Conti Group, d.b.a. Conti Enterprises, Inc., ("Conti") in accordance with the plans and specifications; and

WHEREAS, Conti has proposed a formal change order for the Board's consideration to address expenses consistent with work related to the turbine's foundation survey (\$15,532.00), the cost of some additional stone needed to raise the foundation grade above the 100 year flood plain, as required to comply with revised Federal Flood Plain Regulations (\$5,067.39) and the cost to have Conti install some additional conduits and fiber optic wiring for the BRSA's on-site SCADA and video systems (\$27,293.70); and

WHEREAS, the funds are available for this purpose; and

WHEREAS, the BRSA Engineer and PS&S, have reviewed the proposal, recommended it, and have prepared a Change Order Number (#1) in the total amount of \$47,893.09,

NOW THEREFORE BE IT RESOLVED that Change Order No. 1 to Contract 54 is hereby approved.

BE IT FURTHER RESOLVED that the Executive Director and Secretary are hereby authorized to sign Change Order #1 to Contract 54 for a total amount not to exceed \$47,893.09.

OFFERED BY: Commissioner Wells and **SECONDED BY** Commissioner Pisano and carried by unanimous voice vote recorded as follows: Ayes: Commissioners DiNardo, Pisano, Wells and Chairman Colligas

4. RESOLUTION (04/11) To authorize the Maintenance Superintendent, Qualified Purchasing Agent and Engineer to prepare bid specifications for the overall refurbishment of the Belt Filter Press equipment and to advertise same upon the approval of the Executive Director.

WHEREAS, the Bayshore Regional Sewerage Authority owns and operates a Niro Incinerator and a Dorr Oliver Incinerator for the processing of sludge in accordance with NJDEP Permit Nos.: 0020057 and 0024708 respectively; ("the Permits"); and

WHEREAS, an integral component of the treatment process for sludge burned in these Permitted Incinerators are the Belt Filter Press(es) that presently are malfunctioning due to age and continued use; and

WHEREAS, the Authority needs to refurbish the Belt Filter Press(es) by replacing integral parts; and

WHEREAS, the funds are available for this purpose; and

WHEREAS, the Authority requires authorization to for the solicitation of bids to perform this work;

NOW THEREFORE BE IT RESOLVED, the Maintenance Superintendent, Qualified Purchasing Agent and Staff Engineer are hereby authorized to prepare bid specifications for the refurbishment and replacement of integral parts of the Belt Filter Press(es) in accordance with Public Contracts Law

BE IT FURTHER RESOLVED, upon review and approval of the Executive Director, a Notice to Bidders may be placed in the Authority's official newspaper for this purpose.

OFFERED BY: Commissioner DiNardo and **SECONDED BY** Commissioner Wells and carried by unanimous voice vote recorded as follows: Ayes: Commissioners DiNardo, Pisano, Wells and Chairman Colligas

OPEN TO THE PUBLIC: The Chairman opened the meeting to the public again, this time to speak regarding any BRSA matter one might care to address.

Mr. Bill Shewan of Hazlet had a number of questions regarding the recently adopted 2011 Budget. He had a copy of a financial document he obtained through OPRA from the Authority and he suggested that the information he had did not compare appropriately with the 2011 Budget. A discussion ensued and Mr. Fischer looked at his documents, and then clearly showed by referencing Mr. Shewan's documents that what Mr. Shewan was alleging was incorrect. Mr. Shewan acknowledged his error in interpretation. Mr. Shewan then asked why the MCBOA was getting \$223,844.39. Mr. Fischer explained this was the Monmouth County Bayshore Outfall Authority's payment for what it charges quarterly to pump the BRSA's clarified effluent to the Atlantic Ocean. Mr. Shewan said he only asked because it was quite a substantial amount. The Chairman asked if Mr. Shewan had any further questions and he said, "No."

Mr. Eugene Geer of Hazlet, NJ was present as well and Chairman Colligas asked him if he wanted to comment on anything. Mr. Geer declined the invitation to speak this evening. The Chairman informed the public that the Board was about to enter Closed Session and the two gentlemen left for the remainder of the meeting.

At 7:27 P.M., The Chair 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 then taken to discuss matters falling within pending or anticipated litigation, and matters of employment. 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 Pisano and **SECONDED BY** Commissioner DiNardo and carried by unanimous voice vote recorded as follows:

Ayes: Commissioners DiNardo, Pisano, Wells and Chairman Colligas
Closed Session Minutes are recorded separately.

At 9:09 P.M., Chairman Colligas calls for a **MOTION** to end Closed Session.

OFFERED BY: Commissioner DiNardo and **SECONDED BY** Commissioner Pisano and carried by unanimous voice vote recorded as follows: Ayes: Commissioners DiNardo, Pisano, Wells and Chairman Colligas

Chairman Colligas called for a **MOTION** - to approve payment of bills listed on:

Operating Fund Req. No.460 (Regular)	\$553,986.90
Payroll Account Req. No. P 112	\$179,467.60
Construction Requisition # 8	\$ 80,800.21

OFFERED BY: Commissioner DiNardo and **SECONDED BY** Commissioner Wells and carried by unanimous voice vote recorded as follows: Ayes: Commissioners DiNardo, Pisano, Wells and Chairman Colligas

At 9:10 P.M., the Chairman announced, the next Agenda Meeting of the B.R.S.A. is scheduled for Tuesday, February 15, 2011 @ 7:00 P.M. The Reorganization Meeting will be held on Monday, February 28th, 2011 @ 7:00 PM. The Regular Meeting of the Authority will commence immediately thereafter. All meetings take place in the Administration Building of the BRSA located at 100 Oak Street, Union Beach, NJ, 07735.

OFFERED BY: Commissioner Pisano and **SECONDED BY** Commissioner Wells and carried by unanimous voice vote recorded as follows: Ayes: Commissioners DiNardo, Pisano, Wells and Chairman Colligas.

Respectfully submitted,



Kimberly A. Newins, Administrative Assistant
Recording Secretary to the Board