

**BAYSHORE REGIONAL SEWERAGE AUTHORITY**  
**Regular Meeting Minutes**  
**January 23<sup>rd</sup>, 2012**

At 7:00 P.M. Chairman Pisano made the following announcement: This Regular Meeting of Monday, January 23<sup>rd</sup>, 2012 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. He then called for a Pledge of Allegiance and a Moment of Silence for the safety of US Troops all over the world.

Roll call was requested and recorded as follows:

Present: Commissioners Cohen, Colligas, DiNardo, Parsells, Wells and Chairman Pisano

**Also In Attendance:** Robert C. Fischer, Executive Director  
Peter J. Canal, Staff Engineer  
Ms. Kimberly Newins, Administrative Assistant, Board Recording Secretary

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Chairman Pisano then called for **MOTIONS** on the following:

**APPROVAL OF MINUTES –Public Hearing and Regular Meeting Minutes of December 19<sup>th</sup>, 2011.**

**OFFERED BY** Commissioner Wells and **SECONDED BY** Commissioner Parsells and carried unanimously by roll call vote recorded as follows: Ayes: Commissioners Cohen, Colligas, DiNardo, Parsells, Wells and Chairman Pisano.

**APPROVAL OF THE TREASURER’S REPORT** for December, 2011 (Commissioner Parsells)

**OFFERED BY** Commissioner DiNardo and **SECONDED BY** Commissioner Parsells and carried unanimously by roll call vote recorded as follows:

Ayes: Commissioners Cohen, Colligas, DiNardo, Parsells, Wells and Chairman Pisano.

**MOTION** - to approve payment of bills listed on:

Operating Fund Req. No. 475 (Regular)	\$ 550,598.44
Payroll Account Req. No. P 125	\$ 220,334.51

**OFFERED BY** Commissioner Parsells and **SECONDED BY** Commissioner Wells and carried unanimously by roll call vote recorded as follows:

Ayes: Commissioners Cohen, Colligas, DiNardo, Parsells, Wells and Chairman Pisano.

**STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS**

<b>TD BANK</b>	<b>Balance</b>
<b>TRUSTEE ACCOUNTS</b>	<b>12/31/11</b>
<b><u>UNRESTRICTED</u></b>	
Revenue Fund	\$ 2,401,650.36
General Fund	<u>\$ 4,125,255.41</u>
Total Unrestricted	\$ 6,526,905.77
<b><u>RESTRICTED</u></b>	
<b>Bond Service Fund</b>	
1985 Bond Service Fund	\$ 817.08
2002 Bond Service Fund	<u>\$ 0.00</u>
<b>Total Bond Service Funds</b>	<b>\$ 817.08</b>
<b>Bond Reserve Funds</b>	
1985 Bond Reserve Fund	\$ 7,197,191.26
<b>Total Bond Reserve Funds</b>	<b>\$ 7,197,191.26</b>
<b><u>2010 NJEIT BONDS</u></b>	
Revenue	\$ 0.00
Construction	\$ 1,166,249.20
Bond Service	<u>\$ 0.05</u>
<b>TOTAL NJEIT</b>	<b>\$ 1,166,249.25</b>
<b>TOTAL TRUSTEE ACCOUNTS</b>	<b><u>\$14,891,163.36</u></b>
<b><u>AUTHORITY ACCOUNTS</u></b>	
Incoming Revenue Account	\$ 0.00
Operating Regular Account	\$ 61,070.80
Operating Payroll Account	<u>\$ 150,231.26</u>
<b>TOTAL AUTHORITY ACCOUNTS</b>	<b><u>\$ 211,302.06</u></b>
<b>TOTAL</b>	<b><u>\$15,102,465.42</u></b>

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

**SCHEDULE OF ACCOUNTS RECEIVABLE**

<b>SERVICE CHARGES:</b>	<b>Balances as of <u>Dec. 31, 2011</u></b>
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>
<b>TOTAL</b>	<b>\$ 0.00</b>
<b>OUTFALL AUTHORITY CHARGES</b>	
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>
<b>TOTAL</b>	<b><u>\$ 0.00</u></b>
<b>Balance of Rent Reserve Accounts as of Dec. 31<sup>st</sup>, 2011</b>	
Hazlet Township Sewer Utility	\$ 1,882,156.22
Township of Holmdel	\$ 723,718.43
Borough of Union Beach	\$ 503,953.87
Borough of Keyport	\$ 806,631.04
Borough of Keansburg	\$ 751,275.80
Borough of Matawan	\$ 821,066.90
Western Monmouth Utilities Authority	\$ 186,264.27
Township of Aberdeen	<u>\$ 861,824.22</u>
<b>TOTAL</b>	<b>\$ 6,536,890.75</b>

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Chairman Pisano opened the meeting to the public for comments or questions related to the pending Resolutions listed below. Bart Sutton of 110 Herbert Street, Union Beach asked about the bidding of chemical contracts as an aggregate.

**1. RESOLUTION (03/12): To amend the 2012 Capital Budget to allow for Repairs to the Niro Incinerator.**

**WHEREAS**, the Bayshore Regional Sewerage Authority owns and operates a Niro Incinerator for the processing of sludge in accordance with NJPDES Permit No.: PCP110001; ("the Niro Air Permit"); and

**WHEREAS**, subsequent to the adoption of the 2012 Capital Budget, the Authority conducted an inspection and assessment of the integrity of the Incinerator and became aware that significant repairs are necessary to be made on the Niro Incinerator; and

**WHEREAS**, the Commissioners deem it in the best interest of the Authority to repair the Niro Incinerator to remain in compliance with Permit requirements issued under the Permit; and

**WHEREAS**, the funding is available for the repairs; and

**WHEREAS**, the Division of Local Government Services allows for a Capital Budget Amendment to address increases in Capital Project costs or additional projects with identification and timing of anticipated funding sources; and

**WHEREAS**, NJAC 5:31-2.8 provides that the Director of Local Government Services may, at the request of or with consent of the governing body of an Authority, make such correction of the title, text, or amount of any appropriation appearing in the Budget as may be necessary to make said item of appropriation available for the purposes required or the needs of any such Authority; and

**WHEREAS**, the funds are available for this purpose

**NOW THEREFORE BE IT RESOLVED**, that in accordance with the provisions of NJAC 5:31-2.8, the Bayshore Regional Sewerage Authority hereby requests the Director of the Division of Local Government Services to make the following amendment in the Capital Budget for the year 2012:

Allocate \$750,000 for repairs to the Niro Incinerator with the funding source coming from unrestricted net assets.

**BE IT FURTHER RESOLVED** that the foregoing corrections are, in the opinion of the governing body, warranted and authorized by the statute above referred to and is necessary for the orderly operation of the Authority for the reasons hereinafter set forth:

1. Niro Incinerator is required to be in compliance with NJPDES Permit requirements as the primary incinerator for the processing of sludge.

**OFFERED BY** Commissioner DiNardo and **SECONDED BY** Commissioner Wells and carried unanimously by roll call vote recorded as follows:

Ayes: Commissioners Cohen, Colligas, DiNardo, Parsells, Wells and Chairman Pisano.

**2. RESOLUTION (04/12): To retain Chavond Barry Engineering to perform Construction Management of Contract 60, Niro Incinerator Repairs.**

**WHEREAS**, the Bayshore Regional Sewerage Authority owns and operates a Niro Incinerator for the processing of sludge in accordance with NJPDES Permit No.: PCP110001;; ("the Permit"); and

**WHEREAS**, the Executive Director and BRSA Engineer have presented the Board with a proposal from the firm of Chavond Barry Engineering, to perform Engineering and Construction Services during Contract 60 - Repairs to the Niro Incinerator for a total cost of \$85,000; and

**WHEREAS**, the Commissioners of the Bayshore Regional Sewerage deemed it in the best interest of the Authority and the customers towns that it serves, to utilize the services of Chavond Barry Engineering to oversee the repairs to be performed; and

**WHEREAS**, this action is being taken without competitive bidding as a professional service contract which is an allowable exception in accordance with 40A:11-5 et seq. of the Local Public Contracts Law; and

**WHEREAS**, the funds are available for this purpose

**NOW THEREFORE BE IT RESOLVED** the Board hereby awards this contract and authorizes the Executive Director to execute all necessary documents required,

**BE IT FURTHER RESOLVED**, the Local Public Contract Law (NJSA 40A:11-1 et seq.) requires a Resolution authorizing the approval without competitive bidding must be publicly advertised;

**BE IT FURTHER RESOLVED** that the Secretary shall cause a brief notice of the adoption of this Resolution to be published once in the Authority's designated official newspaper as required by law within ten (10) days of its adoption.

**OFFERED BY** Commissioner Parsells and **SECONDED BY** Commissioner Wells and carried unanimously by roll call vote recorded as follows:

Ayes: Commissioners Cohen, Colligas, DiNardo, Parsells, Wells and Chairman Pisano.

**3. RESOLUTION (05/12): To award Contract 60 - Niro Incinerator Repairs to Iron Hills Construction Company, Wayne, NJ.**

**WHEREAS**, the Bayshore Regional Sewerage Authority ("BRSA") owns and operates a Niro Incinerator for the processing of sludge in accordance with NJPDES Permit No.: PCP110001; ("the Permit"); and

**WHEREAS**, on December 12<sup>th</sup>, 2011, the Board of Commissioners of the BRSA authorized the preparation and advertisement of specifications be prepared by its Incinerator Consultants, Chavond Barry Engineering, and the BRSA Qualified Purchasing Agent for Contract 60, Repairs to the Niro Incinerator to remain in compliance with Permit requirements; and

**WHEREAS**, Friday, January 20<sup>th</sup>, 2012 at 1:00 P.M. prevailing time, the Bayshore Regional Sewerage Authority opened sealed bids in accordance with Local Public Contracts Law as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 et seq. for Repair Services on the Niro Incinerator, Contract 60; and

**WHEREAS**, ( ) bids were received and publicly opened and read aloud, with the lowest responsible bidder being Iron Hills Construction Company, Wayne, NJ having submitted a total bid price of \$690,428.00; and

**WHEREAS**, the Authority's Qualified Purchasing Agent, Engineer, Attorney and Incinerator Consulting Engineer Chavond Barry have reviewed all the bids received and recommend award of the contract to Iron Hills Construction Company, Wayne, NJ; and

**WHEREAS** the funds are available for this purpose

**NOW THEREFORE BE IT RESOLVED** that, Iron Hills Construction Company, Wayne NJ is hereby awarded the contract for Repairs Services on the Niro Incinerator.

**BE IT FURTHER RESOLVED** the Executive Director and Treasurer of the Board are hereby authorized to execute the Contract documents in accordance with Local Public Contracts Law and as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4.

**OFFERED BY** Commissioner DiNardo and **SECONDED BY** Commissioner Wells and carried unanimously by roll call vote recorded as follows:

Ayes: Commissioners Cohen, Colligas, DiNardo, Parsells, Wells and Chairman Pisano.

**4. RESOLUTION (06/12): To authorize the Qualified Purchasing Agent to prepare and advertise bid specifications for the Furnishing and Delivery of Liquid Polymer for a period of one year.**

**WHEREAS**, the Bayshore Regional Sewerage Authority currently has a contract for the furnishing and delivery of Liquid Polymer; and

**WHEREAS**, that Contract will expire in March, 2012; and

**WHEREAS**, the Authority requires authorization to solicit bids for a new contract;

**NOW THEREFORE BE IT RESOLVED**, the BRSA Engineer and Qualified Purchasing Agent are hereby authorized to prepare bid specifications for the furnishing and delivery of Liquid Polymer, 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 solicitation of the furnishing and delivery of Liquid Polymer.

**OFFERED BY** Commissioner Wells and **SECONDED BY** Commissioner Parsells and carried unanimously by roll call vote recorded as follows:

Ayes: Commissioners Cohen, Colligas, DiNardo, Parsells, Wells and Chairman Pisano.

**5. RESOLUTION (07/12): To extend the existing contract with Siemens Water Technologies for the Furnishing and Delivery of Bioxide for one year.**

**WHEREAS**, the Bayshore Regional Sewerage Authority currently has a contract for the furnishing and delivery of Bioxide with Siemens Water Technologies of Sarasota, FL for Bioxide for a unit price of \$2.318 per gallon; and

**WHEREAS**, that Contract expired in March 2011; and was extended for one year by Resolution 28/11; and

**WHEREAS**, the Authority and the Company are mutually agreeable to extending the original Contract under the same terms and with the same prices for a period of one (1) additional year; and

**WHEREAS**, the original Contract provides by mutual agreement, and Local Public Contracts Law allows for one (1) year contract extensions for a maximum of 2 years; and

**WHEREAS**, extension of the original Contract will require authorization from the Commissioners and the completion of contract extension documents; and

**WHEREAS**, there will be no further contract extensions permitted after this one-year extension expires in March, 2013; and

**WHEREAS**, the funds are available for this purpose; and

**NOW THEREFORE BE IT RESOLVED**, the Commissioners of the Authority hereby authorize an extension of the original Contract for the furnishing and delivery of Bioxide with Siemens Water Technologies of Sarasota, FL for the furnishing and delivery of Bioxide for a period of one (1) additional year.

**BE IT FURTHER RESOLVED**, the Qualified Purchasing Agent and Staff Engineer are hereby authorized to prepare the contract extension documents.

**BE IT FURTHER RESOLVED**, the Chairman and Secretary are hereby authorized to execute the contract extension documents.

**OFFERED BY** Commissioner DiNardo and **SECONDED BY** Commissioner Parsells and carried unanimously by roll call vote recorded as follows:

Ayes: Commissioners Cohen, Colligas, DiNardo, Parsells, Wells and Chairman Pisano.

**6. RESOLUTION (08/12): To extend the existing contract with Jones Chemical, Inc., for the Furnishing and Delivery of Sodium Hypochlorite Solution for a period of one year.**

**WHEREAS**, the Bayshore Regional Sewerage Authority currently has a contract for the furnishing and delivery of Sodium Hypochlorite with Jones Chemical Company, Inc., of Riceboro, GA, for a contract price of \$.7548 per gallon;

**WHEREAS**, that Contract expired in March 2011 and was extended for one year by Resolution 29/11; and

**WHEREAS**, the Authority and Jones Chemical Company are mutually agreeable to extending the original Contract under the same terms and with the same prices for a period of one (1) additional year; and

**WHEREAS**, the original Contract provides by mutual agreement, and Local Public Contracts Law allows for one (1) year contract extensions for a maximum of 2 years; and

**WHEREAS**, extension of the original Contract will require authorization from the Commissioners and the completion of contract extension documents; and

**WHEREAS**, there will be no further contract extensions permitted after this one-year extension expires in March, 2013; and

**WHEREAS**, the funds are available for this purpose; and

**NOW THEREFORE BE IT RESOLVED**, the Commissioners of the Authority hereby authorize an extension of the original Contract for the furnishing and delivery of Sodium Hypochlorite with Jones Chemical Company of Riceboro, GA for a period of one (1) additional year.

**BE IT FURTHER RESOLVED**, the Qualified Purchasing Agent and Staff Engineer are hereby authorized to prepare the contract extension documents.

**BE IT FURTHER RESOLVED**, the Chairman and Secretary are hereby authorized to execute the contract extension documents.

**OFFERED BY** Commissioner Parsells and **SECONDED BY** Commissioner DiNardo and carried unanimously by roll call vote recorded as follows:

Ayes: Commissioners Cohen, Colligas, DiNardo, Parsells, Wells and Chairman Pisano.

**7. RESOLUTION (09/12): To promote Charles Theodora to the position of Assistant Superintendent of Operations.**

**WHEREAS**, The Bayshore Regional Sewerage Authority located in the Monmouth County Community of Union Beach, NJ seeks to promote from within and has posted a position for Assistant Plant Superintendent for its 16MGD Activated Sludge Treatment Plant; and

**WHEREAS**, the Assistant Superintendent will participate in Budget development, short term and long range planning, various management, fiscal, regulatory, technical and personnel issues under the direct care and supervision of the Plant Superintendent ; and

**WHEREAS**, the Assistant Superintendent will report directly to the Plant Superintendent; and

**WHEREAS**, the Superintendent, Executive Director and Personnel Committee have interviewed three (3) candidates from the staff and recommend Charles Theodora to the position of Assistant Superintendent at a starting salary of \$75,000, to be effective upon execution of this Resolution dated January 24<sup>th</sup>, 2012 which will also commence the required 60-day probationary period; and

**WHEREAS**, Mr. Theodora has agreed to accept the post with the understanding he will pursue a NJ S-4 Public Wastewater Operators License as a requirement of the position going

forward; and understands a salary review will take place after (6) six-months successful performance in this position; and

**WHEREAS**, the Authority will provide an office, computer, cell phone and all resources necessary to fill the role; and

**WHEREAS**, the funds are available for this purpose; and

**NOW THEREFORE BE IT RESOLVED**, the Commissioners of the Bayshore Regional Sewerage Authority hereby accept the recommendation of Charles Theodora to fill the position of Assistant Superintendent in accordance with the aforementioned criteria.

**OFFERED BY** Commissioner Wells and **SECONDED BY** Commissioner DiNardo and carried unanimously by roll call vote recorded as follows:

Ayes: Commissioners Cohen, Colligas, DiNardo, Parsells, Wells and Chairman Pisano.

**8. RESOLUITON 10/12: To proclaim John Colligas a Commissioner Emeritus of the BRSA and thank him for his service.**

**WHEREAS**, John Colligas has served the public as a Commissioner of the Bayshore Regional Sewerage Authority for over five years; and

**WHEREAS**, Commissioner Colligas' appointment expires on February 27<sup>th</sup>, 2012; and

**WHEREAS**, during a critical time in the history of the Authority, Commissioner John Colligas helped to bring to fruition enormous undertakings; and was instrumental in resolving challenging issues relative to the Wind-to-Energy and WPCP Improvement Projects of the BRSA Treatment facility and many other important matters; and

**WHEREAS**, Commissioner Colligas through his many years of service to the Authority has helped guide its activities and contributed invaluable to its progress,

**NOW THEREFORE BE IT RESOLVED**, the Bayshore Regional Sewerage Authority, its Commissioners, and employees hereby express sincere appreciation to Commissioner Colligas for a job well done and gratitude for many years of service and a dedication above and beyond the expectations of a Commissioner in the performance of his duties.

**BE IT FURTHER RESOLVED**, the Bayshore Regional Sewerage Authority hereby proclaims **John Colligas, Commissioner Emeritus** and

**BE IT FURTHER RESOLVED**, a copy of this **Resolution** will be sent to the **Governing Body of the Township of Holmdel** to be entered into their permanent records.

**OFFERED BY** Commissioner Wells and **SECONDED BY** Commissioner Parsells and carried unanimously by roll call vote recorded as follows:

Ayes: Commissioners Cohen, Colligas, DiNardo, Parsells, Wells and Chairman Pisano.

**9. RESOLUITON 11/12: To proclaim Louis Pisano a Commissioner Emeritus of the BRSA and thank him for his service.**

**WHEREAS**, Louis Pisano has served the public as a Commissioner of the Bayshore Regional Sewerage Authority for over five years; and

**WHEREAS**, Commissioner Pisano's appointment expires on February 27<sup>th</sup>, 2012; and

**WHEREAS**, during a critical time in the history of the Authority, Commissioner Pisano helped to bring to fruition enormous undertakings and was instrumental in resolving challenging issues relative to the Wind-to-Energy and WPCP Improvement Projects of the BRSA Treatment facility and many other important matters; and

**WHEREAS**, Commissioner Louis Pisano through his many years of service to the Authority has helped guide its activities and contributed invaluable to its progress,



**NOW THEREFORE BE IT RESOLVED**, the Bayshore Regional Sewerage Authority, its Commissioners, and employees hereby express sincere appreciation to Commissioner Pisano for a job well done and gratitude for his many years of service and a dedication above and beyond the expectations of a Commissioner in the performance of his duties.

**BE IT FURTHER RESOLVED**, the Bayshore RSA hereby proclaims **Louis Pisano, Commissioner Emeritus**; and

**BE IT FURTHER RESOLVED**, a copy of this **Resolution** will be sent to the **Governing Body of the Township of Hazlet** to be entered into their permanent records.

**OFFERED BY** Commissioner DiNardo and **SECONDED BY** Commissioner Colligas and carried unanimously by roll call vote recorded as follows:

Ayes: Commissioners Cohen, Colligas, DiNardo, Parsells, Wells and Chairman Pisano.

**10. RESOLUITON 12/12: To proclaim Frank A. Wells a Commissioner Emeritus of the BRSA and thank him for his service.**

**WHEREAS**, **Frank A. Wells** has served the public as a Commissioner of the Bayshore Regional Sewerage Authority for over ten years; and

**WHEREAS**, Commissioner Wells' appointment expires on February 27<sup>th</sup>, 2012; and

**WHEREAS**, Commissioner Wells took the leadership role in developing the Authority's Clean, Renewable Energy Program; and during a critical time in the history of the Authority, helped to bring to fruition enormous undertakings; and was instrumental in resolving issues relative to the Wind-to-Energy and WPCP Improvement Projects of the Treatment facility; and many other important matters; and

**WHEREAS**, Commissioner Wells through his many years of service to the Authority has helped guide its activities and contributed invaluable to its progress,

**NOW THEREFORE BE IT RESOLVED**, the Bayshore Regional Sewerage Authority, its Commissioners, and employees hereby express sincere appreciation to Commissioner Wells for a job well done and gratitude for many years of service and a dedication above and beyond the expectations of a Commissioner in the performance of his duties.

**BE IT FURTHER RESOLVED**, the Bayshore RSA hereby proclaims **Frank A. Wells, Commissioner Emeritus**; and

**BE IT FURTHER RESOLVED**, a copy of this **Resolution** will be sent to the **Governing Body of the Borough of Union Beach** to be entered into their permanent records.

**OFFERED BY** Commissioner Colligas and **SECONDED BY** Commissioner Parsells and carried unanimously by roll call vote recorded as follows:

Ayes: Commissioners Cohen, Colligas, DiNardo, Parsells, and Chairman Pisano.

Abstain: Commissioner Wells

At 7:20 P.M. the Chairman called for a **MOTION** to go into Closed Session at 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, matters of employment and the terms and conditions of the collective bargaining agreement. 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 Wells and **SECONDED BY** Commissioner Parsells and carried unanimously by roll call vote recorded as follows:

Ayes: Commissioners Cohen, Colligas, DiNardo, Parsells, Wells and Chairman Pisano.

(Closed Session Minutes are recorded separately.)

At 7:48 P.M. Chairman Pisano called for a **MOTION** to end Closed Session.

**OFFERED BY** Commissioner Wells and **SECONDED BY** Commissioner DiNardo and carried unanimously by roll call vote recorded as follows:

Ayes: Commissioners Cohen, Colligas, DiNardo, Parsells, Wells and Chairman Pisano.

**11. RESOLUITON 13/12: To provide the Plant Superintendent a stipend for fulfilling dual roles in the absence of an Assistant Superintendent for the timeframe February 11, 2011 to January 27, 2012, as recommended by the Personnel Committee.**

**WHEREAS**, the Bayshore Regional Sewerage Authority has been without an Assistant Superintendent of Operations since February, 2011; and

**WHEREAS**, the Assistant's role includes Plant Safety Manager, the day-to-day supervision and coordination of work staff, as well as manager of the Authority's Industrial Pretreatment Program including physical inspection and sampling of industries in the BRSA Service Area, representing the Authority during State, NJDEP Audits, discharge compliance monitoring of the industrial users, and State and Federal government reporting requirements; and

**WHEREAS**, while the Authority has operated without an Assistant Superintendent of Operations during the timeframe February 11, 2011 to January, 27, 2012 these essential functions have been effectively handled by the Plant Superintendent in addition to his duties and responsibilities of overall Plant Superintendent; and

**WHEREAS**, the handling of these essential functions by the Plant Superintendent has saved the Authority and users of the system approximately \$100,000 in salary and benefits that would have been paid and provided to the Assistant Superintendent in that timeframe; and

**WHEREAS**, the Plant Superintendent, Executive Director and Commissioners have indicated that the dual roles cannot continue to be fulfilled by a single position and have therefore sought and hired a new Assistant Superintendent of Operations; and

**WHEREAS**, the Commissioners of the Authority wish to compensate the Plant Superintendent by providing a \$240 per week stipend for the time period February 11, 2011 through January 27, 2012

**NOW THEREFORE BE IT RESOLVED**, the Commissioners of the Authority thank the Plant Superintendent for fulfilling dual roles in the absence of an Assistant Superintendent of Operations and require the Executive Director to provide a stipend to the Plant Superintendent for the time period February 11, 2011 to January 27, 2012.

**OFFERED BY** Commissioner DiNardo and **SECONDED BY** Commissioner Colligas and carried unanimously by roll call vote recorded as follows:

Ayes: Commissioners Cohen, Colligas, DiNardo, Parsells, Wells and Chairman Pisano.

Chairman Pisano then opened the meeting to the public to discuss any BRSA matters the public may care to address. Only questions or comments **not previously addressed**; and/or specific to the scope of BRSA's operations or projects were requested. There were no further comments from the public at this time. Chairman Pisano then closed the public portion of the meeting and asked the Board for any further comments or questions prior to adjournment.

Commissioner Cohen thanked retiring Commissioners, Colligas, Pisano and Wells for their efforts on behalf of the Authority and wished them all the best in the future.

With no further discussion before the Board, Chairman Pisano made the following announcement:

**The next Agenda Meeting** of the Authority will be held on **Monday, February 13<sup>th</sup>, 2012** at 7:00 P.M. prevailing time.

**A Reorganization of the Authority will be held two weeks after the Agenda Meeting on Monday, February 27<sup>th</sup>, 2012** at 7:00 P.M., prevailing time. The Regular Meeting of the Authority will commence immediately thereafter.

All meetings take place in the Administration Building of the Bayshore Regional Sewerage Authority (Building #2) located at 100 Oak Street, Union Beach, NJ, 07735.

At 7:48 P.M. Chairman Pisano called for a **MOTION** to adjourn. This was **OFFERED BY** Commissioner DiNardo and **SECONDED BY** Commissioner Parsells and carried unanimously by roll call vote recorded as follows:

Ayes: Commissioners Cohen, Colligas, DiNardo, Parsells, Wells and Chairman Pisano.

Respectfully submitted,

Kimberly A. Newins  
Administrative Assistant  
Recording Secretary to the Board