



BAYSHORE REGIONAL SEWERAGE AUTHORITY

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Robert C. Fischer
EXECUTIVE DIRECTOR

Regular Meeting Minutes
BAYSHORE REGIONAL SEWERAGE AUTHORITY
Monday, November 19, 2012

At 7:00 P.M. on Monday, November 19, 2012 Commissioner Cohen called the meeting of the Bayshore Regional Sewerage Authority 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.

Commissioner Cohen 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. Commissioner Cohen requested a roll call of attendees recorded as follows:

Present: Commissioners Cohen, DiNardo, Sutton & Vella
Absent: Commissioners Tedeschi, Chairwoman Parsells
Also in Attendance: Robert C. Fischer, Executive Director
Peter Canal, BRS A Engineer

Commissioner Cohen called for a **MOTION** on the following:

MOTION to accept Treasurers Report

OFFERED BY Commissioner Vella, **SECONDED BY** Commissioner Sutton and carried by unanimous voice vote recorded as follows:
Ayes: Commissioners Cohen, DiNardo, Sutton & Vella

MOTION to accept the Minutes of October 9th, 2012

OFFERED BY Commissioner DiNardo **SECONDED BY** Commissioner Sutton and carried by unanimous voice vote recorded as follows:
Ayes: Commissioners Cohen, DiNardo, Sutton & Vella

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

BRS A staff, November 2006

STATEMENT OF CASH RECEITPS AND CASH DISBURSEMENTS

TD BANK TRUSTEE ACCOUNTS	Balance 10-30-2012
<u>UNRESTRICTED</u>	
Revenue Fund	\$5,912,896.03
General Fund	<u>\$ 871,791.30</u>
Total Unrestricted	\$6,784,687.33
<u>RESTRICTED</u>	
Bond Service Fund	
1985 Bond Service Fund	\$ 817.08
2002 Bond Service Fund	<u>\$ 0.00</u>
Total Bond Service Funds	\$ 817.08
Bond Reserve Fund	\$ 0.00
Total Bond Reserve Fund	\$ 0.00
<u>2010 NJEIT BONDS</u>	
Revenue	\$ 0.00
Construction	\$1,103,158.31
Bond Service	<u>\$ 0.05</u>
Total NJEIT	\$1,103,158.36
<u>TOTAL TRUSTEE ACCOUNTS</u>	\$7,888,662.77
<u>AUTHORITY ACCOUNTS</u>	
Incoming Revenue Account	\$ 19.11
Operating Regular Account	\$ 148,229.30
Operating Payroll Account	<u>\$ 121,601.05</u>
<u>TOTAL AUTHORITY ACCOUNTS</u>	\$ 269,849.46
<u>TOTAL</u>	\$8,158,512.23

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

SCHEDULE OF ACCOUNTS RECEIVABLE

<u>SERVICES CHARGES</u>	Balance as of <u>10-30-12</u>
Hazlet Township Sewer Dept.	\$ 0.00
Township of Holmdel	\$ 0.00
Borough of Union Beach	\$ 265,604.37
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>\$ 640,154.22</u>
<u>TOTAL</u>	<u>\$ 905,758.59</u>

OUTFALL AUTHORITY CHARGES

Hazlet Township Sewer Dept.	\$ 0.00
Township of Holmdel	\$ 0.00
Borough of Union Beach	\$ 21,404.34
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>\$ 49,212.58</u>
<u>TOTAL</u>	<u>\$ 70,616.92</u>

BALANCE OF RENT RESERVE ACCOUNTS AS OF OCTOBER 25, 2012

Hazlet Township Sewer Dept.	\$1,521,991.22
Township of Holmdel	\$ 425,980.33
Borough of Union Beach	\$ 417,701.67
Borough of Keyport	\$ 643,143.01
Borough of Keansburg	\$ 301,320.75
Borough of Matawan	\$ 822,436.56
Western Monmouth Utilities Authority	\$ 194,952.48
Township of Aberdeen	<u>\$ 667,843.45</u>
<u>TOTAL</u>	<u>\$4,995,369.47</u>

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

Commissioner Cohen opened the meeting to the public for any comments or questions regarding the following resolutions. No public participants spoke at this time. Commissioner Cohen closed this public portion of the meeting and called for **MOTIONS** on the following Resolutions:

1. **REOLUTION (110/12):** To authorize the Executive Director to apply for public assistance from FEMA.

WHEREAS, Hurricane Sandy caused extensive damage to the Bayshore Regional Sewerage Authority; and

HEREAS, the Authority is in need of assistance from the Federal Emergency Management Agency (FEMA),

NOW THEREFORE BE IT RESOLVED, the Commissioners of the Bayshore Regional Sewerage Authority authorizes the Executive Director to submit a request for public assistance to the Department of Homeland Security Federal Emergency Management Agency .

BE IT FURTHER RESOLVED the Commissioners of the Bayshore Regional Sewerage Authority authorize the Executive Director to take the necessary action to secure assistance from FEMA including attending application and kick-off meetings and filing of necessary forms, documents, and requests for information on behalf of the Authority.

OFFERED BY Commissioner Vella, and **SECONDED BY** Commissioner Sutton and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Cohen, DiNardo, Sutton & Vella

2. **RESOLUTION (111/12):** To authorize the emergency assistance of CDM Smith for disaster related services.

WHEREAS, Hurricane Sandy caused extensive damage to the Bayshore Regional Sewerage Authority; and

WHEREAS, the Authority will seek public assistance through the Federal Emergency Management Agency (FEMA); and

WHEREAS, the Authority has a need for assistance in the form of on-going advice as it relates to response, recovery & mitigation and the FEMA process of public assistance for these phases of the Bayshore Regional Sewerage Authority disaster; and

WHEREAS, CDM Smith has expertise and personnel in David K. Brauner, CFM, Former Senior Policy Specialist for the Department of Homeland Security and C. Shawn McLair, CPSM and will provide assistance and guidance as the need arises ; and

WHEREAS, the Authority will establish a budget of \$20,000.00 for these services, not to be exceeded without written consent of the Authority; and

WHEREAS, the Authority has received the rates for CDM staff being assigned to the Bayshore Regional Sewerage Authority; and

WHEREAS, the Bayshore Regional Sewerage Authority has funding available to procure these disaster related services being performed as a professional service,

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority that it engages the services of CDM Smith, 1 Raritan Plaza, Edison, NJ 08837 to provide FEMA assistance as requested at the rates provided with a not to exceed budget of \$20,000.00.

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 and will be posted on the BRSA official website.

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

AYES: Commissioners Cohen, DiNardo, Sutton & Vella

3. **RESOLUTION (112/12):** To authorize the emergency transport & disposal of thickened sludge by Spectraserv Inc.

WHEREAS, Hurricane Sandy caused extensive damage to the Bayshore Regional Sewerage Authority; and

WHEREAS, the Authority has resolved to contract for sludge thickening services under Resolution 108/12; and

WHEREAS, the Authority requires a company to transport and dispose of thickened sludge produced by the sludge thickening process; and

WHEREAS, Spectraserv Inc. of South Kearny, NJ has expertise in hauling and disposal of thickened sludge and has provided the Authority with a price of \$73.00 per cubic yard; and

WHEREAS, the Authority made an attempt to find the lowest cost and received two (2) competing quotes for this service, both of which were higher in price; and

WHEREAS, the Bayshore Regional Sewerage Authority has funding available to procure these disaster related services,

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority that it engages the services of Spectraserv Inc., 75 Jacobus Avenue, South Kearny, NJ 07032 on an emergency basis to provide sludge hauling and disposal services to their facility in Kearny, NJ.

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 and will be posted on the BRSA official website.

OFFERED BY Commissioner Vella, **SECONDED BY** Commissioner Sutton and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Cohen, DiNardo, Sutton & Vella

4. **RESOLUTION (113/12):** To authorize R3M Engineering to provide disaster related services.

WHEREAS, Hurricane Sandy caused extensive damage to the Bayshore Regional Sewerage Authority; and

WHEREAS, Hurricane Sandy flooding rendered the treatment plant inoperable; and

WHEREAS, the Authority requires the services of our Consulting Engineer to aid in the response to disaster related damages, assessment of damage, guidance and design of restorative efforts, coordination of emergency contractors & suppliers and any other related needs as directed by the Authority Executive Director.

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority that it engages the services of R3M Engineering Inc., 1405 Route 18, Suite 208, Old Bridge, NJ 08857 at their current rates on file for 2012 to assist the Authority with the aforementioned response to Hurricane Sandy. **OFFERED BY** Commissioner DiNardo, **SECONDED BY** Commissioner Sutton and carried by a unanimous voice vote recorded as follows:
AYES: Commissioners Cohen, DiNardo, Sutton & Vella

5. **RESOLUTION (114/12):** To contract for employee dental benefits with Delta Dental of NJ.

WHEREAS, Bayshore Regional Sewerage Authority provides its employees with dental benefits through Delta Dental; and

WHEREAS, Delta Dental of New Jersey is offering 12 month premium rates for dental coverage at \$48.15 per month for one (1) party coverage, \$93.14 per month for two (2) party coverage, and \$157.93 per month for three (3) party coverage; and

WHEREAS, said rates are 0.8% lower than current rates being paid for the same coverage with Delta Dental of New Jersey,

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority accepts the 12 month rates offered by Delta Dental of New Jersey and contract with the same for the period December 1, 2012 to November 30, 2013.

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 and will be posted on the BRSA official website.

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

AYES: Commissioners Cohen, DiNardo, Sutton & Vella

6. **RESOLUTION (115/12):** To authorize assistance to employees for flood related damages to non-covered vehicles and deductibles.

WHEREAS, the flooding caused by Hurricane Sandy damaged or destroyed employee vehicles who were required to work during the hurricane; and

WHEREAS, the Commissioners of the Bayshore Regional Sewerage Authority desire to assist the employees recover damages not covered by the employee auto insurance policy; and

WHEREAS, three (3) employee vehicles were deemed to be totaled by the flooding at the Authority; and,

WHEREAS, the Bayshore Regional Sewerage Authority has funding available to procure these disaster related services,

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority that the Authority shall pay the blue book value for the employee vehicle not covered by comprehensive insurance at a cost of \$11,536.00 and will pay the \$100.00 deductible and \$500.00 deductible for the other two (2) vehicles that did have coverage.

BE IT FURTHER RESOLVED said reimbursements are contingent upon proof of said damage by certified mechanics or the employee insurance carrier and proof of policy coverage and deductible values.

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

AYES: Commissioners Cohen, DiNardo, Sutton & Vella

7. **RESOLUTION (116/12):** To authorize emergency diesel fuel purchases from Arrochar Fuel Corp.

WHEREAS, Hurricane Sandy caused extensive damage to the Bayshore Regional Sewerage Authority; and

WHEREAS, commercial power provided by JCP&L was interrupted for a period of approximately one (1) week due to flooding damage in Monmouth County; and

WHEREAS, the Authority generators provided power to the treatment plant while commercial power was interrupted requiring a frequent supply of diesel fuel delivery to the emergency generator storage tanks as well as temporary diesel driven pumps; and

WHEREAS, Duffy Fuel Oil Inc., the current BRSA contractor, was unable to supply the Authority with all of its fuel needs during this period; and

WHEREAS, Arrochar Fuel Corp. of Brooklyn, NY agreed to supply the Authority with fuel on an emergency basis; and

WHEREAS, the Bayshore Regional Sewerage Authority has funding available to procure these disaster related services,

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority authorizes the purchase of diesel fuel as an emergency contract with Arrochar Fuel Corp., 7316 13th Avenue, Brooklyn, NY.

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 and will be posted on the BRSA official website.

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

AYES: Commissioners Cohen, DiNardo, Sutton & Vella

8. **RESOLUTION (117/12):** To authorize emergency file restoration services from Rapid Refile.

WHEREAS, Hurricane Sandy caused extensive damage to the Bayshore Regional Sewerage Authority; and

WHEREAS, Hurricane Sandy flooding affected the Bayshore Regional Sewerage Authority files, plans and documents; and

WHEREAS, the Bayshore Regional Sewerage Authority requires file restoration services as an emergency contract; and

WHEREAS, Rapid Refile, LLC provides these services and has provided the Authority with its cost for restoration of \$182.76 per cubic foot for freezing, drying, cleaning and odor neutralization of documents and \$1,200.00 total for disinfection; and

WHEREAS, the Bayshore Regional Sewerage Authority will require these services on a file volume between 60 and 90 cubic feet; and

WHEREAS, the Bayshore Regional Sewerage Authority has funding available to procure these disaster related services.

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority that it engages the services of Rapid Refile LLC, 7737 William Avenue, Suite #100, Allentown, PA 18106 on an emergency basis to provide file restoration services.

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 and will be posted on the BRSA official website.

OFFERED BY Commissioner Sutton, **SECONDED BY** Commissioner Vella and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Cohen, DiNardo, Sutton & Vella

9. **RESOLUTION (118/12):** To authorize emergency mechanical-electrical repair services with Municipal Maintenance.

WHEREAS, Hurricane Sandy caused extensive damage to the Bayshore Regional Sewerage Authority; and

WHEREAS, Hurricane Sandy flooding affected various Authority mechanical-electrical equipment; and

WHEREAS, the Bayshore Regional Sewerage Authority requires mechanical-electrical repair services as an emergency contract; and

WHEREAS, Municipal Maintenance, Inc. provides such services and has provided Bayshore Regional Sewerage Authority with its rate of \$115.00 per hour for an electrician and \$90.00 per hour for a mechanic and electrical helper; and

WHEREAS, the Bayshore Regional Sewerage Authority has funding available to procure these disaster related services,

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority Municipal Maintenance Inc., 1352 Taylors Lane, Cinnaminson, NJ 08077 is hereby awarded a contract on an emergency basis to provide mechanical-electrical repair services.

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 and will be posted on the BRSA official website.

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

AYES: Commissioners Cohen, DiNardo, Sutton & Vella

10. **RESOLUTION (119/12):** To authorize emergency mechanical-electrical repair services with Longo Mechanical-Electrical.

WHEREAS, Hurricane Sandy caused extensive damage to the Bayshore Regional Sewerage Authority; and

WHEREAS, Hurricane Sandy flooding affected various Authority mechanical-electrical equipment providing power and control to the Authority pumps, blowers, and various processes; and

WHEREAS, the Bayshore Regional Sewerage Authority requires mechanical-electrical repair services as an emergency contract; and

WHEREAS, Longo Mechanical-Electrical, Inc. provides such services and has provided the Authority with its rates of \$115.00 per hour for an electrician, \$130.00 per hour for a mechanical technician and \$150.00 per hour for a senior switch gear technician; and

WHEREAS, the Bayshore Regional Sewerage Authority has funding available to procure these disaster related services,

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority Longo Mechanical-Electrical Inc., 1 Henry Shupe Road, P.O. Box 511, Wharton, NJ 07885-0511 is hereby awarded a contract on an emergency basis to provide mechanical-electrical repair services on an emergency basis.

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 and will be posted on the BRSA official website.

OFFERED BY Commissioner Sutton, **SECONDED BY** Commissioner Vella and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Cohen, DiNardo, Sutton & Vella

11. **RESOLUTION (120/12):** To close-out Contract 59

WHEREAS, D&D Trenchless Solutions, Inc. was awarded BRSA Contract 59 – Return Sludge Pump Station No.1, Repairs to Reinforced Concrete Beam by way of BRSA Resolution 107/11 dated December 19, 2012 for a total price of \$82,750.00; and

WHEREAS, Contract 59 has been successfully completed; and

WHEREAS, the project was completed under budget at a total contract cost of \$77,128.33 and Final Quantities Change Order in the credit amount of \$5,621.67 has been prepared; and

WHEREAS, the necessary close-out documents have been received and reviewed by Arcadis, BRSA Consulting Engineers; including the requisite two-year Maintenance Bond and Contractor's Release, and have been found to be in order by the Staff Engineer and Consulting Engineer; and

NOW THEREFORE BE IT RESOLVED, the Commissioners of the Authority hereby take the following actions:

(1) Approve the Final Quantities Change Order in the credit amount of \$5,621.67; and

(2) Release Contract 59's Performance Bond; and

(3) Accept the two-year Maintenance Bond; and

BE IT FURTHER RESOLVED, the Commissioners and Staff of the Authority hereby declares Contract 59 - Return Sludge Pump Station No.1, Repairs to Reinforced Concrete Beam successfully complete.

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

AYES: Commissioners Cohen, DiNardo, Sutton & Vella

12. RESOLUTION (121/12): To engage in the services of Schwing Bioiset for the rental of a thickened sludge pump

WHEREAS, Hurricane Sandy caused extensive damage to the Bayshore Regional Sewerage Authority; and

WHEREAS, Hurricane Sandy flooding affected the Bayshore Regional Sewerage Authority sludge processing system; and

WHEREAS, the Authority desires to utilize its sludge thickening equipment and is in need of a thickened sludge pump as part of that process; and

WHEREAS, the Authority can rent a thickened sludge pump at a cost of \$2,000.00 per month from Schwing Bioiset while the Authority awaits the procurement of a new pump; and

WHEREAS, mobilization and demobilization costs of \$21,500.00 will be added to the first months rental charge only; and

WHEREAS, the Bayshore Regional Sewerage Authority has funding available to procure these disaster related services,

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority that it engages the services of Schwing Bioiset, 350 SMC Drive, Somerset, WI 54025 for the rental of a thickened sludge pump on an emergency basis until the Authority procures a new replacement thickened sludge pump.

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 and will be posted on the BRSA official website.

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

AYES: Commissioners Cohen, DiNardo, Sutton & Vella

13. RESOLUTION (122/12): To engage in a service with Xylem Industries to provide sewer pumps, piping, connections and screens.

WHEREAS, Hurricane Sandy caused extensive damage to the Bayshore Regional Sewerage Authority; and

WHEREAS, Hurricane Sandy flooding affected the Bayshore Regional Sewerage Authority raw sewage pumping equipment; and

WHEREAS, the Bayshore Regional Sewerage Authority requires raw sewage pumping equipment as an emergency contract; and

WHEREAS, Xylem Industries provides such services and has provided Bayshore Regional Sewerage Authority with a price of \$44,163.00 per month for (2) 12-inch sewage pumps, (2) 10-inch sewage pumps, (4) 4-inch sewage pumps and all necessary piping, connections and screens; and

WHEREAS, the Bayshore Regional Sewerage Authority has funding available to procure these disaster related services,

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority that it engages the services of Xylem Industries, 6 Connerty Court, East Brunswick, NJ 08816 on an emergency basis to provide rental of raw sewage pumping equipment.

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 and will be posted on the BRSA official website.

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

AYES: Commissioners Cohen, DiNardo, Sutton & Vella

MOTION – to approve payment of bills listed on:

Operating Fund	Req. # 488	\$130,439.58
Operating – Hurricane Sandy	Req. # 01	\$245,847.60
Payroll Account	Req. # P135	\$230,750.60

OFFERED BY: Sutton, **SECONDED BY:** Commissioner Vella and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Cohen, DiNardo, Sutton & Vella

Commissioner Cohen opened the meeting once again to the public for any comments or questions not previously addressed; and specific to the scope of BRSA's operations or projects.

At 7:10 P.M. Commissioner Cohen 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 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 Sutton, **SECONDED BY:** Commissioner DiNardo and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Cohen, DiNardo, Sutton & Vella

CLOSED SESSION MINUTES ARE RECORDED SEPARATELY.

At 7:20 P.M. Commissioner Cohen called for a **MOTION** to end Closed Session.

OFFERED BY: Commissioner Sutton, SECONDED BY: DiNardo and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Cohen, DiNardo, Sutton & Vella

Commissioner Cohen **ANNOUNCED** :

The next **Agenda Meeting** of the Authority will be held on Monday, December 10th, 2012 at 7:00 P.M. prevailing time and the next **Regular Meeting** of the Authority will be held on Monday, December 17th, 2012 at 7:00 P.M. prevailing time.

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 7:25 P.M. Commissioner Cohen called for a **MOTION** to Adjourn the meeting.

OFFERED BY: Vella, SECONDED BY: Commissioner Sutton and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Cohen, DiNardo, Sutton & Vella

Respectfully submitted,

Robert C. Fischer
Executive Director