



# BAYSHORE REGIONAL SEWERAGE AUTHORITY

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Robert C. Fischer  
EXECUTIVE DIRECTOR

## MINUTES REGULAR MEETING MONDAY, July 15, 2013

At 7:05 P.M. on Monday, July 15, 2013 Chairman Vella called the meeting of the Bayshore Regional Sewerage Authority to order and makes 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 Asbury Park Press and is on the BRSA Official Website. 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 and also on the Website.

Chairman Vella 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 Vella requests a roll call of attendance:

Present: Commissioners Khachaturian, McMullen, Pisano, Steiner, Sutton and Chairman Vella

Also in Attendance: Robert C. Fischer, Executive Director  
Susan DuBey, Admin. Assistant

### TREASURER'S REPORT

#### STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS

<b>TD BANK</b>	<b>Balance</b>
<b>TRUSTEE ACCOUNTS</b>	<b>June 30, 2013</b>
<b><u>UNRESTRICTED</u></b>	
Revenue Fund	\$ 7,277,928.25
General Fund	\$ 871,791.35
Total Unrestricted	\$ 8,149,719.60

*Committed to a Clean Environment for Today, Tomorrow and Generations to Come*  
BRSA staff, November 2006

**RESTRICTED****Bond Service Fund**

1985 Bond Service Fund	\$	817.08
Total Restricted Funds	\$	817.08

**2010 NJEIT BONDS**

Revenue	\$	0.00
Construction	\$	1,357,061.88
Bond Service	\$	.05
Total NJEIT	\$	1,357,061.93

**TOTAL TRUSTEE ACCOUNTS** \$ **9,507,598.61****TD BANK**

Incoming Revenue Account	\$	563,796.07
Operating Regular Account	\$	107,691.72
Operating Payroll Account	\$	97,774.08

**TOTAL AUTHORITY ACCOUNTS** \$ **769,261.87****TOTAL** \$ **10,279,860.48**

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>Balance</b>
		<b><u>June 30, 2013</u></b>
<b>SERVICE CHARGES:</b>		
Hazlet Township Sewerage Utility	\$	0.00
Township of Holmdel	\$	0.00
Borough of Union Beach	\$	-34,968.19
Borough of Keyport	\$	0.00
Borough of Keansburg	\$	-222,574.25
Borough of Matawan	\$	0.00
Western Monmouth Utilities Authority	\$	-87,068.00
Township of Aberdeen	\$	0.00
<b>TOTAL</b>	\$	<b>-334,610.44</b>
 <b>OUTFALL AUTHORITY CHARGES</b>		
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	\$	-21,836.65
Borough of Matawan	\$	0.00
Western Monmouth Utilities Authority	\$	-8,540.78
Township of Aberdeen	\$	0.00
<b>TOTAL</b>	\$	<b>-30,377.43</b>

**Balance of Rent Reserve Accounts as of June, 2013**

Hazlet Township Sewerage Utility	\$	727,295.67
Township of Holmdel	\$	317,023.42
Borough of Union Beach	\$	418,257.79
Borough of Keyport	\$	321,547.60
Borough of Keansburg	\$	301,721.92
Borough of Matawan	\$	321,394.89
Western Monmouth Utilities Authority	\$	195,212.03
Township of Aberdeen	\$	466,466.30
<b>TOTAL</b>	\$	<b>3,068,919.62</b>

**Payment of Bills**

**Chairman Vella** called for a **MOTION** for payment of the following:

Operating Fund Req. No. P 144 (Payroll)	\$187,085.02
Operating Fund Req. No. 497 (Regular)	\$494,903.13
Operating Fund Req. No. S-9 (Sandy)	\$343,620.11

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

**AYES:** Commissioners Khachaturian, McMullen, Pisano, Steiner, Sutton, Chairman Vella

**Public Portion**

Chairman Vella announced that this portion of the meeting is 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 to 3 minutes.

There were No comments

**RESOLUTIONS**

**RESOLUTION NO. (109/13) -To award contract 68-S for the Dorr Oliver Re-Construction, Phase II**

**WHEREAS**, the Bayshore Regional Sewerage Authority facility was severely damaged during Super Storm Sandy on October 29, 2012, and

**WHEREAS**, the Dorr Oliver Incinerator requires extensive repairs as a result of Super Storm Sandy flooding damage, and

**WHEREAS** there exists a need to re-construct the Dorr Oliver Incinerator, and

**WHEREAS**, in accordance with Local Public Contract Law, at 2:00 P.M. on Wednesday, July 3, 2013 the BRSA advertised and received bids for Contract No. 68-S, Dorr Oliver Re-Construction, Phase II, and

**WHEREAS**, the bids were publicly opened and read aloud, the lowest responsive and responsible bidder being Iron Hills Construction having submitted a total price of \$1,359,589.00, and

**WHEREAS**, funds are available for this project, and

**WHEREAS**, the Authority's Consulting Engineer, R3M Engineering, General Counsel and BRSA Staff have reviewed the bids received and recommend award of the contract to Iron Hills Construction.

**NOW THEREFORE BE IT RESOLVED** that Iron Hills Construction is hereby awarded the Contract for Dorr Oliver Re-Construction, Phase II, Contract No. 68-S in accordance with the terms and conditions of the bid and contract documents.

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

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

**AYES:** Commissioners Khachaturian, McMullen, Pisano, Steiner, Sutton, Chairman Vella

**RESOLUTION NO. (110/13)-To reduce the payment Bond for The Bluffs at Aberdeen**

**WHEREAS**, C&M Real Estate, LLC. (C&M) is the project developer for The Bluffs at Aberdeen townhouse development in Aberdeen, NJ being Block 196.04, Lot 27 & Block 228, Lot 1&2; and

**WHEREAS**, C&M has entered into a Developers Agreement with Bayshore Regional Sewerage Authority and provided a Payment Bond to cover the outstanding connection fee balance, and

**WHEREAS**, in accordance with the Developers Agreement a payment of \$312,864.00 has been made bringing the balance due to \$237,048.00 and C&M is requesting a reduction of their Sewer Connection Payment Bond to the current balance of \$237,048.00; and

**WHEREAS**, BRSA finds it appropriate to reduce the amount of Bond No.ASB533676 to \$237,048.00.

**NOW THEREFORE BE IT RESOLVED** that C&M is hereby granted a Bond Reduction for a current balance of \$237,048.00.

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

**AYES:** Commissioners Khachaturian, McMullen, Pisano, Steiner, Sutton, Chairman Vella

**RESOLUTION NO. (111/13)-To amend the authorized cost for Scum Pump repair for work beyond original scope**

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

**WHEREAS**, Hurricane Sandy flooding affected the Bayshore Regional Sewerage Authority Grease/Scum Pump; and

**WHEREAS**, there was a need to replace flood damaged pumping components; and

**WHEREAS**, the Authority solicited competitive quotes and the lowest quote was received from Municipal Maintenance at a cost of \$6,340.00; and

**WHEREAS**, the pump drive was found to be damaged beyond repair and a spare drive required repair, and these costs were outside the scope of the original quote, and

**WHEREAS**, Municipal Maintenance submitted a quote of the additional work in the amount of \$2,430.00, which was found to be reasonable by R3M Engineering and the BRSA Engineer, 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 the quote of \$2,430 for additional work beyond the original scope is accepted.

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

**AYES:** Commissioners Khachaturian, McMullen, Pisano, Steiner, Sutton, Chairman Vella

**RESOLUTION NO. (112/13)-To award the contract for the Sludge Transfer Pump #1 installation**

**WHEREAS**, the Bayshore Regional Sewerage Authority facility was severely damaged during Super Storm Sandy on October 29, 2012, and

**WHEREAS**, the Sludge Transfer Pump #1 requires installation and modification as a result of Super Storm Sandy flooding damage, and

**WHEREAS** there exists a need install and modify the Sludge Transfer Pump #1, and

**WHEREAS**, in accordance with Local Public Contract Law, at 1:30 P.M. on Tuesday, July 2, 2013 the BRSA advertised and received five (5) sealed quotes for Contract No. 13-08S for the installation and modification of the Sludge Transfer Pump #1, and

**WHEREAS**, the quotes were publicly opened and read aloud, the lowest responsive and responsible quote being Allied Construction having submitted a total price of \$31,700.00, and

**WHEREAS**, funds are available for this project, and

**WHEREAS**, the Authority's Consulting Engineer, R3M Engineering and BRSA Staff have reviewed the quotes received and recommend award to Allied Construction.

**NOW THEREFORE BE IT RESOLVED** that Allied Construction is hereby awarded the Contract No. 13-08S for the installation and modification of the Sludge Transfer Pump #1 in accordance with the terms and conditions of the RFQ and contract documents.

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

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

**AYES:** Commissioners Khachaturian, McMullen, Pisano, Steiner, Sutton, Chairman Vella

**RESOLUTION NO. (113/13)-To approve the Safety Incentive Award recommendations for 2012**

**WHEREAS**, the Bayshore Regional Sewerage Authority has initiated a Safety Incentive Program as part of their ongoing efforts to establish a safe workplace; and

**WHEREAS**, a Safety Incentive Program has been established for members of the Operating, Maintenance, Laboratory and Administrative Staff; and

**WHEREAS**, the Safety Incentive Program makes available to all members of the Authority Staff who choose to participate, a Personal Day off if they achieve a proven level of commitment to their own safety, the safety of others and the enhancement of safety practices at the Authority facilities; and have demonstrated through active, continuous involvement, a desire to maintain the Authority as an accident-free workplace, and

**WHEREAS**, each year by April 1, the Safety Committee evaluates all points awarded during the prior year and establishes a list of members eligible for award; and

**WHEREAS**, the Safety Committee Chairman has presented such a list to the Executive Director for the Year April 1, 2012 to March 31, 2013 which four (4) members of the Staff are eligible; and

**WHEREAS**, the Executive Director has reviewed the list and recommends the Board adopt a Resolution providing award to all those who have successfully demonstrated their commitment to their own safety, the safety of others and the enhancement of safety practices at the Authority facilities as indicated in a memorandum to the Executive Director from the Superintendent dated April 22, 2013.

**NOW THEREFORE BE IT RESOLVED**, the Commissioners of the Bayshore Regional Sewerage Authority hereby endorses the Safety Incentive Program for the year April 1, 2012 to March 31, 2013 and congratulates and encourages all employees to continue to practice safety consciousness.

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

**AYES:** Commissioners Khachaturian, McMullen, Pisano, Steiner, Sutton, Chairman Vella



**RESOLUTION NO. (114/13)-To authorize the staff to prepare and solicit RFP's for the Construction Management of the Dorr Oliver Incinerator repairs, Contract 68-S**

**WHEREAS**, the Bayshore Regional Sewerage Authority facility was severely damaged during Super Storm Sandy on October 29, 2012, and

**WHEREAS**, the Dorr Oliver Incinerator was severely damaged as a result of Super Storm Sandy flooding, and

**WHEREAS**, BRSA Resolution No. 109/13 awarded Iron Hills Construction, Inc. the Dorr Oliver Incinerator Re-Construction, Contract 68-S in the amount of \$1,359,589.00, and

**WHEREAS**, the Authority desires Engineering Firm services to oversee the Re-Construction work, and

**WHEREAS**, the Authority has previously evaluated several Engineering Firms and developed a list of pre-qualified capital improvement plan Engineering Firms, and

**WHEREAS**, the Authority intends to solicit proposals from those pre-qualified Engineering Firms, and

**WHEREAS**, the Authority requires authorization to solicit RFP's for Construction Management Services, and

**WHEREAS**, funds are available for these disaster related expenses.

**NOW THEREFORE BE IT RESOLVED** the Commissioners of the Bayshore Regional Sewerage Authority hereby authorize the BRSA Staff to solicit proposals from the pre-qualified Engineering Firms for Construction Management services for the Dorr Oliver repair.

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

**AYES:** Commissioners Khachaturian, McMullen, Pisano, Steiner, Sutton, Chairman Vella

**Public Portion**

Chairman Vella announced that this portion of the 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.

Charles Hoffman, Florence Avenue, Hazlet advised the Commissioners to find out the % of capacity the turbine is rated for. He stated that in Kansas they achieved 50% of the rated capacity and on the east coast around 30%.

Mr. Hoffman stated that the Commissioners should look into blocking of the blades so they don't hang over the neighboring property if we can't get the permits. Commissioner Steiner responded that the Authority now owns that property so that is no longer an issue.

Mr. Hoffman also advised about the shadow flickers and a Real Estate Website that says turbines do not have an impact on property values.

Prior to the Chairman announcing the next scheduled meetings, Mr. Fischer asked the Commissioners to reschedule the August meetings (12<sup>th</sup> & 19<sup>th</sup>) to the (19<sup>th</sup> and 26<sup>th</sup>) due to vacation scheduling. All were in favor.

Chairman Vella asked for a **MOTION** to change the August meeting dates

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

**AYES:** Commissioners Khachaturian, McMullen, Pisano, Steiner, Sutton, Chairman Vella

### **ANNOUNCEMENT**

Chairman Vella announced:

The next Agenda Meeting will be on Monday, August 19, 2013.

The next Regular Meeting will be on Monday, August 26, 2013. All meetings are scheduled @ 7:00 P.M. at 100 Oak Street, Union Beach, NJ.

### **ADJOURNMENT**

At 7:35 PM Chairman Vella called for a **MOTION** to Adjourn the meeting.

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

**AYES:** Commissioners Khachaturian, McMullen, Pisano, Steiner, Sutton, Chairman Vella

### **REOPENED MEETING**

Chairman Vella called for a **MOTION** to re-open the Regular Meeting at 7:36 P.M.

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

**AYES:** Commissioners Khachaturian, McMullen, Pisano, Steiner, Sutton, Chairman Vella



A discussion took place about having only (1) one meeting, a combined Agenda and Regular Meeting on August 19, 2013 @7:00 P.M. This change is to be posted in the Asbury Park Press and on the BRSA website.

Chairman Vella asked for a MOTION to change the August meeting to a combined Agenda/Regular meeting on Monday, August 19<sup>th</sup>, 2013 @ 7:00 P.M. at 100 Oak Street, Union Beach, NJ.

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

**AYES:** Commissioners Khachaturian, McMullen, Pisano, Steiner, Sutton, Chairman Vella

### **ADJOURNMENT**

At 7:38 PM Chairman Vella called for a MOTION to Adjourn the meeting.

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

**AYES:** Commissioners Khachaturian, McMullen, Pisano, Steiner, Sutton, Chairman Vella

Respectfully submitted,

Susan A. DuBey  
Admin. Assistant