



BAYSHORE REGIONAL SEWERAGE AUTHORITY

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

Robert C. Fisher
EXECUTIVE DIRECTOR

MINUTES **FOR** **REGULAR MEETING** **MONDAY, July 21, 2014**

At 7:01 P.M. on Monday, July 21, 2014 Chairman Khachaturian 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.

Chairman Khachaturian 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 Khachaturian requested a roll call of attendance:

PRESENT: Commissioner McMullen, Pisano, Steiner, Sutton, Vella & Chairman Khachaturian

Also in Attendance: J. Michael Broyles, BRSA Superintendent
Manuel Ponte, Consulting Engineer
James Gorman, BRSA Attorney
Peter Canal, BRSA Engineer
Susan DuBey, Admin. Assistant
Michael Bart, BRSA Auditor

Chairman Khachaturian handed the meeting over to James Gorman, Esq.
Hearing Minutes are recorded separately by Stephanie Towns, Court Stenographer.

Connection Fee Public Hearing

THE CHAIRMAN TURNS THE MEETING OVER TO GENERAL COUNSEL TO CONDUCT PROCEEDINGS. CALLING FOR TESTIMONY ON THE PROPOSED 2014/2015 CONNECTION FEE FROM THE FOLLOWING INDIVIDUALS:

1. Manuel Ponte, Consulting Engineer – R3M
2. Michael J. Bart, CPA, Authority Auditor

Public Portion

ANNOUNCEMENT: (by the Chairman)

Chairman Khachaturian announced that this portion of the meeting is now open to the public for any comments pertaining to the 2014/2015 Connection Fee of the Bayshore Regional Sewerage Authority **only**.

There were no public comments.

Chairman Khachaturian called for a MOTION to adopt the following Resolution:

RESOLUTION (81/43): to adopt the 2014/2015 Connection Fee

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

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

Chairman Khachaturian called for a MOTION to adjourn the Public Hearing at 7:10 PM and Open the Regular Meeting.

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

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

Reports

Executive Directors Report, BRSA Projects, Special Reports

Michael Bart addressed the Commissioners about the Local Finance Board resolution and the steps that are needed to be taken in entering the NJEIT 3 year Sandy Aid Infrastructure Loan program (SAIL).

He explained the SAIL program would cover the NIRO building, Pump Station and Restoration of Various Buildings and mitigation to make the infrastructure stronger at a not to exceed amount of \$45,000,000.00. An uncertain amount of money will come from FEMA which will go directly towards the 3 year note. After the 3 year note matures the remainder of the load would be paid by a standard long term note thru the trust with some principal forgiveness, partial market rate/partial interest free loans. The application to the Local Finance Board must be submitted tomorrow July 22, 2014.

Pete Canal introduced Ed Barboe of Hazen & Sawyer who has been working with Chavond Barry Engineering on Contract 74S – NIRO Incinerator Repairs and Mitigation.

Together they put together a presentation for the Propose of the NIRO Project. The report highlights the repair & restoration of the NIRO to operational status, implement measures to protect the facility against future storms and to construct new incinerator emission control equipment to comply with March 2016 regulations.

Staff Engineer Report

Pete Canal reported that the Dorr Oliver is down due to a leak in the Air Monitoring Equipment which disrupts the daily calibration and causes bad data. Mike Broyles reported there was also a bad card in the CEMS cabinet was replaced and is ready to heat up & burn tomorrow.

Lou Barry from Chavond Barry Engineering stated that it's been a challenging 6 months. At first everything was melting and sticking together. The Heat Exchanger smoke test revealed leakage. After welding leaks it seems to be working.

Lou Barry said a lot of extra work has been done and is asking the Commissioners for an additional \$30,000, to be spent if needed. Pete said that 2/3 of the money has been spent and 1/3 is available to move forward.

Pete informed the Board that Hazen & Sawyer (NIRO Incinerator) and R3M (Various Buildings & Main Pump Station) design is complete. They will submit design to NJEIT for approval and then go out to bid.

Consulting Engineer Report

Manuel Ponte reported that Plans and Specs on the Various Authority Buildings Contract have been submitted to the DEP and has a meeting scheduled with the State next week. He said the Matawan Pump Station and Lab Building HVAC project is getting done. The contractor comes in whenever but the work is getting done.

BRSA Superintendent's Report

Mike Broyles updated the Industrial Flow figures. He reported that on June 1st the single sampling point was used and there was no difference from the results using the double sampling points (this is a good thing). He received 7 odor complaints, six while dewatering and 1 at incinerator start-up. Mike said a number of meetings and conference calls on the Restoration and Mitigation took place and management staff appreciates the involvement in the design phase.

Attorney Report

James Gorman, Esq. reported Hazen & Sawyer gave him a package to submit to Union Beach on Capital Review on the Scrubber. He talked to their attorney and he's trying to schedule for next week.

Other matters will be discussed in Closed Session.

Chairman Khachaturian calls for a MOTION to approve the Treasure's Report

TREASURER'S REPORT

STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS

TD BANK TRUSTEE ACCOUNTS	Balance June 30,
<u>2014</u>	
<u>2010 NJEIT BONDS</u>	
Revenue	\$
0.00	
Construction	\$
1,357,197.57	
Bond Service	\$
<u>.05</u>	
TOTAL TRUSTEE	\$
1,357,197.62	

TD BANK

Incoming Revenue Account	\$
325,285.64	
Operating Payroll Account	\$
153,580.64	
Operating Regular Account	\$
102,989.80	
Reserve Account (NEW)	
<u>\$10,242,582.65</u>	
TOTAL AUTHORITY ACCOUNTS	
<u>\$10,824,438.73</u>	

TOTAL
\$12,181.636.35

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

SERVICE CHARGES:	Balance June 30, 2014
Hazlet Township Sewerage Utility	\$
0.00	
Township of Holmdel	\$
0.00	
Borough of Union Beach	\$
0.00	

0.00	Borough of Keyport	\$
	Borough of Keansburg	\$ -213,606.25
0.00	Borough of Matawan	\$
	Western Monmouth Utilities Authority	\$ -
81,286.00	Township of Aberdeen	\$ -
<u>425,897.25</u>		
TOTAL		\$ -
720,789.50		

MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY CHARGES

0.00	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	\$ -
21,142.60	Borough of Matawan	\$
0.00	Western Monmouth Utilities Authority	\$ -8,047.17
	Township of Aberdeen	\$ -
<u>42,162.99</u>		
TOTAL		\$ -
71,356.76		

Balance of Rent Reserve Accounts as of March, 2014

740,363.90	Hazlet Township Sewerage Utility	\$
317,556.72	Township of Holmdel	\$
193,936.70	Borough of Union Beach	\$
322,088.52	Borough of Keyport	\$
302,229.49	Borough of Keansburg	\$
321,935.55	Borough of Matawan	\$
111,795.54	Western Monmouth Utilities Authority	\$
	Township of Aberdeen	\$
<u>468,467.86</u>		
TOTAL		
\$2,778,374.28		

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

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

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

Payment of Bills

Chairman Khachaturian calls for a MOTION for payment of the following:

Operating Fund Req. No. P160	\$217,897.78
Operating Fund Req. No. 511(Regular)	\$558,195.65
Operating Fund Req. No. S-21 (Sandy)	\$680,338.42

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

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

Approval of Minutes

Chairman Khachaturian calls for a MOTION to approve the following Minutes:

Closed Session

May 19, 2014

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

AYES: Commissioners McMullen, Pisano, Sutton, Vella and Chairman Khachaturian

ABSTAIN: Commissioner Steiner

Public Portion

Chairman Khachaturian announced that this portion of the meeting is now 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.

Frank Wells of Union Beach asked if anyone had communication with the Army Corp of Engineers about the berm around Union Beach. He asked how it will affect the

mitigation at BRSA. The Army Corp is planning to put up a berm for flood protection with locks and gates bringing the protection to 16.8 ft.

Kim Newins of Hazlet said Commissioner Steiner's knows about the project because he talked about it at the last meeting she was at. She asked how much money does BRSA and the towns have to put into it if

Union Beach is doing it anyway. Commissioner Steiner said he has not been able to get any answer and hope to attend a meeting in two weeks. He was hoping they would start in January, 2015. He said to call T&M Associates Mr. Dayback or Mr. Broberg for information.

Kim Newins said that FEMA should do whatever it takes to protect the 8 towns it serves. Commissioner Steiner said he agreed and said he suggested a while ago they look into what the Army Corp of Engineering is doing so maybe BRSA doesn't have to do so much. He said he hasn't gotten an answer back from here if they contacted the Army Corp.

Ed Barboe of Hazen & Sawyer questioned if he was being asked if he contacted the Army Corp of Engineers regarding their plans for Union Beach. He said he hasn't. Jim Gorman commented that our engineers are only designing specific projects that we are asking them to design. Commissioner Vella asked Manuel Ponte if he talked to anyone. Manuel said he tried to get T&M to get him reports or plans on their proposal. He said he has had meeting with FEMA where the wall was discussed but was told BRSA can not rely on what someone is going to do or not do. BRSA has to protect its own property.

Kimberly Newins, Michigan Avenue, Hazlet praised Chavond Barry Engineers as being the best engineering firm, Mike Broyles for running the plant and Susan DuBey as an office member. She also explained the consequences of heating and cooling the heat exchanger & incinerator. She explained that BRSA doesn't need authorization for the Boro of Union Beach Planning Board to do projects. Jim Gorman said it's just a courtesy. Kim said as long as Union Beach understands that because when it came to putting up the turbine they imposed a Zoning violation against BRSA.

Kim instructed the Board not to make any motions, decisions or take legal action until they talk to Lou Granata. She also said not to take any recommendation from "Gaboni" (Jim Gorman).

Resolutions

RESOLUTION (81/14): To adopt the 2014/2015 Connection Fee

WHEREAS, in accordance with the Sewerage Authorities Law, N.J.S.A. 40:14A-1 et seq., governing B.R.S.A., as amended, N.J.S.A. 40:14A-8 I and Rules and Regulations of the Bayshore Regional Sewerage Authority, the B.R.S.A. has conducted a Public Hearing on its Revised Connection Fee based on the 2013 Audit and Flow Report, and will provide a transcript of said Hearing to any interested party; and

WHEREAS, the B.R.S.A. specifically finds it to be reasonable and necessary to adopt the annexed connection fee charge.

NOW THEREFORE BE IT RESOLVED by the Bayshore Regional Sewerage that the Revised Connection Fee of the Authority is hereby adopted and approved.

BE IT FURTHER RESOLVED that the Connection Fee on the attached Exhibit "E" (partial) be, and is hereby incorporated and made part of the Section 7 "Fees" of the

Rules and Regulations of the Authority until such time that a revised connection fee is adopted by the Authority.

BAYSHORE REGIONAL SEWERAGE AUTHORITY
EXHIBIT “E” (partial)

Connection Fees

In accordance with NJSA 40:14A-8, the Bayshore Regional Sewerage Authority hereby establishes connection fees for a direct or indirect connection with, or the use of services of the BRSA Sewerage System for the Year 2014/2015.

Connection fee \$8,126.00 for the year 2014/2015 fiscal year.

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

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

RESOLUTION No. (82/14): To make application to the Local Finance Board Pursuant to NJSA40A:5A-6 and 58:11b-9(a) in connection with the Statewide Assistance Infrastructure Loan Program

WHEREAS, the Bayshore Regional Sewerage Authority (the “Authority”) desires to make application to the Local Finance Board for its review of a proposed project financing in connection with the undertaking of various sewer improvements, including the restoration, flood mitigation and improvements to facilities damaged by Super Storm Sandy, and including improvements to the sludge and incinerator facilities and main pump stations, in connection with a loan through the Statewide Assistance Infrastructure Loan Program of the New Jersey Environmental Infrastructure Trust; and

WHEREAS, Bayshore Regional Sewerage Authority believes that:

- (a) it is in the public interest to accomplish such purposes,
- (b) said purposes or improvements are for the health, welfare, convenience or betterment of the inhabitants of the local unit or units,
- (c) the amount to be expended for said purposes or improvements are not unreasonable or exorbitant,
- (d) the proposal is an efficient and feasible means of providing services for the needs of the inhabitants of the local unit or units and such purposes or improvements will not cause any undue financial burden to be placed upon the local unit or units.

NOT THEREFORE BE IT RESOLVED by the Bayshore Regional Sewerage Authority, as follows:

Section 1. Application to the Local Finance Board for consideration by said Board of the Authority’s proposed project financing is hereby approved and the Authority’s Counsel and Bond Counsel, along with the other representatives of the Authority, are hereby authorized to prepare such application and to represent the Authority in the matters pertaining thereto.

Section 2. The Secretary of the Authority is hereby directed to cause a copy of this resolution to be filed with the Local Finance Board as a part of such application.

Section 3. The Local Finance Board is hereby respectfully requested to consider such application and to record its findings as provided in subsection (7) of the Local Authorities Fiscal Control Law, constituting Chapter 313 of the Pamphlet Laws of 1983, of the State of New Jersey and as provided in connection with its loan through the New Jersey Environmental Infrastructure Trust.

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

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

RESOLUTION NO. (83/14): To award Amendment No.2 to Chavond-Barry Engineering for 2014 Annual Incinerator Consulting Engineer in the amount not to exceed \$30,000

WHEREAS, the Bayshore Regional Sewerage Authority (BRSA) has a need to acquire Incinerator Consulting Engineer services to be provided as a non-fair and open contract pursuant to the provisions of NJSA 19:44A-20.5; and

WHEREAS, the Executive Director has determined and certified in writing that the value of the acquisition may exceed \$17,500; and

WHEREAS, the BRSA approved Resolution No. 31/14, appointing Chavond-Barry Engineering (CBE) as the annual Incinerator Consulting Engineer; and

WHEREAS, the Dorr Oliver Incinerator repair work requires additional engineering; and

WHEREAS, CBE submitted an additional proposal on July 7, 2014, to amend their budget amount from \$30,000 to \$60,000; and

WHEREAS, the BRSA staff find the proposal to be fair and reasonable, and

WHEREAS, funds are available for this purpose, and

NOW THEREFORE BE IT RESOLVED, the Commissioners of the BRSA hereby award Amendment No. 2 in the amount not to exceed \$30,000 to CBE of Blawenburg, NJ in accordance with the terms and conditions of their proposal dated July 7, 2014.

BE IT FURTHER RESOLVED, the Executive Director is hereby authorized to execute any necessary documents to award the proposal to CBE of Blawenburg, NJ.

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

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

RESOLUTION NO. (84/14): To accept the Twelve (12) month Flow Report for Calendar Year 2013

WHEREAS, R3M Engineering, Consulting Engineers for the Bayshore Regional Sewerage Authority, (BRSA) have determined the quantity of sewerage from each of the Towns and Authorities connected to the BRSA system for the period December 26, 2012 to December 26 2013, and

WHEREAS, said flow figures have been calculated from actual meter readings, maintenance service reports, meter calibration 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 R3M for the twelve (12) month of calendar year 2013.

OFFERED BY: Commissioner McMullen, SECONDED BY: Commissioner Steiner, and carried by

a unanimous voice vote recorded as follows:

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

RESOLUTION NO. (85/14): Confirming J. Michael Broyles and Susan DuBey as the Temporary Signatory and Temporary Authorized Representative of the Authority to sign and verify documents and forms submitted to all Departments of the State of New Jersey, County of Monmouth; and various offices and agencies of the U.S. Federal Government, and

WHEREAS, in the temporary absence of the Executive Director it is necessary for this Authority to select a temporary authorized representative to sign and verify documents and forms submitted to various Departments of the State of New Jersey, County of Monmouth, and to various offices and agencies of the United States Federal Government; as well as various contract documents and forms of the Authority.

NOW THEREFORE BE IT RESOLVED that **J. Michael Broyles and Susan DuBey** of the Bayshore Regional Sewerage Authority is hereby appointed a temporary authorized signatory and representative of the Bayshore Regional Sewerage Authority for the above listed purposes.

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

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

Public Portion

Chairman Khachaturian 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.

Kimberly Newins of Hazlet thanked the Commissioners for letting her speak but said she still feels BRSA needs an interim Executive Director to take paperwork back & forth to Mr. Fischer, someone Mr. Fischer likes.

Frank Wells said he had two reasons to come to the meeting. One was the article in the paper about Union Beach going to the Supreme Court and the turbine Generator. He asked the Board to keep an open mind. The BRSA has a \$1.2 million yearly electric bill. Union Beach only receives \$1,200.00 host fee for this plant. In 2006 the plant was assessed at \$23,000,000.00 which would have brought to Union Beach \$460,000 in taxes. Frank asked Lou Granata to look into a Host fee for Union Beach for the turbine. Mr. Granata said producing electricity could bring a host fee to Union Beach. Mr. Wells asked that no matter what happens just give a little back to Union Beach.

Kimberly Newins, Hazlet stated that the host fee was enacted by Senator Kyrolis under Whitman at a \$1,000 per million gallons. She said she met Mr. Andrusi last summer at Clean Ocean Action event and explain to him that BRSA does NOT dump outside the back of the plant, that it goes down to Belford and 3 miles out at Sandy Hook. Addressing Commissioner Sutton, Kim stated he lives next door to a sewer plant and don't like it; you shouldn't have bought a house there. She said Union Beach could have profit because BRSA would own the turbine. ACSA leases theirs so no host fee is available. Kim said with an all electric plant the money we save could have gone back to Union Beach.

Executive Session

Chairman Khachaturian calls for a MOTION to go into Closed Session at 8:14 P.M. 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 McMullen, SECONDED BY: Commissioner Steiner, and carried by
a unanimous voice vote recorded as follows:

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

CLOSED SESSION MINUTES ARE RECORDED SEPERATELY

At 8:24 P.M. Chairman Khachaturian calls for a MOTION to end Closed Session and re-open the Regular Meeting

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

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

RESOLUTION NO. (86/14): To approve annual salary increases to non-union personnel

WHEREAS, the Executive Director presented to the Personnel Committee of the Bayshore Regional Sewerage Authority his annual review of the non-union personnel performance; and

WHEREAS, the Executive Director has made annual salary increase recommendations to the Sub-Committee for those individuals; and

WHEREAS, the Personnel Committee reviewed those recommendations and discussed their recommendations with the full Board of Commissioners.

NOW THEREFORE BE IT RESOLVED that the salary increase as recommended by the Personnel Committee be and are hereby accepted by the Commissioners of the Bayshore Regional Sewerage Authority at a 3% annual increase.

BE IT FURTHER RESOLVED the Executive Director is hereby directed to provide a 3% salary increase and to implement the salary recommendations retroactive to January 1, 2014 and proactively beginning with pay-date of July 24, 2014.

BE IT FURTHER RESOLVED that the salary increase as recommended by the Personnel Committee for the Executive Director will be 4% annual increase.

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

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

Executive Session

Chairman Khachaturian calls for a MOTION to go back into Closed Session at 8:37 P.M. 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. Commissioner Steiner exited the meeting due to a conflict of interest.

OFFERED BY: Commissioner McMullen, SECONDED BY: Commissioner Vella, and carried by

a unanimous voice vote recorded as follows:

AYES: Commissioners McMullen, Pisano, Sutton, Vella and Chairman Khachaturian

CLOSED SESSION MINUTES ARE RECORDED SEPERATELY

Adjournment

Chairman Khachaturian announced - The next Regular Meeting of the Bayshore Regional Sewerage Authority is on Monday, August 18, 2014. All meetings are held at 7:00 PM in the Administration Building at 100 Oak Street, Union Beach, NJ.

At 9:21 P.M. Chairman Khachaturian called for a MOTION to Adjourn the Meeting.

OFFERED BY: Commissioner McMullen, SECONDED BY: Commissioner Sutton, and carried by

a unanimous voice vote recorded as follows:

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

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Respectfully submitted,

Susan A. DuBey
Assistant Administrator