



BAYSHORE REGIONAL SEWERAGE AUTHORITY

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Robert C. Fischer
EXECUTIVE DIRECTOR

MINUTES REGULAR MEETING MONDAY, NOVEMBER 17, 2014

At 7:00 P.M. on Monday, November 17, 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 Sutton 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 Pisano, Steiner, Sutton, Vella and Chairman Khachaturian

ABSENT: Commissioner McMullen

Also in Attendance: Robert C. Fischer, Executive Director
J. Michael Broyles, BRSA Superintendent
Peter Canal, BRSA Engineer
Manuel Ponte, R3M Engineering
Susan DuBey, Admin. Assistant
James Gorman, Esq.
Jim Wacho, PS&S

Reports

Executive Director Report, BRSA Projects, Special Reports & Connection Applications

Disaster Recovery Update:

Mr. Fischer discussed:

- A Resolution was passed by the Local Finance Board on August 13, 2014 stating the findings and recommendations in conjunction with the financing of BRSA's proposed project financing. BRSA's resolution #124/14 serves as a certification that each member has personally reviewed such findings and recommendations.

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

BRSA staff, November 2006

- Disaster Recovery Update-\$10.9 million dollars spend and the Authority worksheet for the Power Distribution System was obligated by FEMA for approx. \$145,000. This opens the door for FEMA to pay for Mitigation to raise the Power Distribution System.
- Last week the HMP's were approved for the Return Sludge Pump Station, Primary Sludge Pump Station #2, Administration Building, Lab/Office Building and Primary Sludge Pump Station #1 Manuel Ponte (R3M) submitted a PW cost update at \$1.2 million – 30% higher than originally submitted.
- In October BRSA received \$470,000 from NJOEM for design work by PS&S on the Pump Stations Project and Hazen & Sawyer on the Incinerator Buildings.
- Arcadis has worked with FEMA to update our HMP's and Project Worksheets. Arcadis and R3M work to develop the HMP's and Project Worksheets however this work had no place to be charged to until now. Mr. Fischer talked to Carly Foster from Arcadis and we can expect about \$500,000 of this work to be recoverable in HMP's being reviewed by FEMA.

Federal Surplus Property Program

BRSA Staff (Mike, Chuck & Roy) informed Mr. Fischer of a Federal Surplus Property Program run by NJ State Police OEM to release surplus Government equipment such as generators, trucks, etc. They conduct open auctions, first come/first served, and drop by silent auction. Good way to get some equipment at a low price.

OTHER

A resolution is on the agenda to renew the CAFRA Permit. Postponed from last month, revisit this month.

A Resolution is on the agenda to bring back Tom Petty as Engineer Intern while on Winter Vacation at the same rate of pay.

The 2014 Budget Amendment was sent to the DCA 2 months ago. It was returned and approved.

Staff Engineer Report

Pete Canal Discussed:

Resolutions:

- Award RFQ for TV inspection & cleaning of sewer pipes to National Water Main in the amount of \$27,480.00
- Award RFP to Gannett Flemming for engineering inspection services for the cleaning and TV inspection of the Collection System
- Solicit for Bids for Caustic Soda
- One year extension on Fuel Oil Contract – Allied Oil, LLC.
- Two year extension on cleaning and supply of uniforms -Champion Uniform Supply Inc.
- Execute a TWA for Joseph C. Caruso Elementary School, Keansburg, NJ
- Emergency repair of Lamson Blowers in Blower Building #1-award (RFQ) to Excelsior Blowers

Pete addressed the Dorr Oliver Incinerator being down for fluidizing issues and that hot spots were found. He said Hazen & Sawyer was called in as a second set of eyes to focus on possible fluidization problems with the incinerator repair. They are a mechanical engineering firm and have great deal of experience with incinerators. Chavond Barry still thinks it a sludge issue and is setting up a protocol to test for possible low melting point chemicals that could be causing the fluidization failure.

Commissioner Sutton said the gas prices are going down drastically, asked if we want to extend the fuel oil contract for 2 years. Pete informed him that BRSA pays the lowest daily tank car price for that day. The price is different every day.

Engineer Report

Manuel Ponte, R3M discussed:

- FEMA – working on the HMP's
- Lab/Office HVAC Update- struggling with WHL to get the work done. Sent out a 10 day notice by Certified Mail on Nov.4th for work completion on Nov. 14th. WHL did not receive the letter until Nov.13th – the day before the deadline. Their Bond Company received the letter in 2 days and it was also faxed to everyone. Pete stated the work is almost complete except for the controller. Invoices have not been approved for payment in a couple of months due to their lack of work.
- Matawan Pump Station – work is scheduled to be complete by December 13th they are way behind. Jim Gorman said we'll just wait until the Contracts are complete and see if there are any Liquidated Damages.
- 2014 Final Flow Report – was revised to include the Certified EDU's for Hazlet and Union Beach. Hazlet decreased by 36 due to the closing of the Rt. 36 car wash and Union Beach increased by 21 EDU's.

Jim Gorman questioned the wording in the Service Agreements in reference to the EDU's for Hazlet being decreased due to the closed Rt. 36 car wash.

Mr. Fischer stated there is a list provided in the service agreements defining which high volume users are included in the EDU count and the volume of discharge related to the high volume user. Rt. 36 car wash is on that list.

BRSA Superintendent's Report

Mike Broyles Discussed:

- Flow into the plant still very low
- 4 odor complaints – 3 from Union Beach Police in the early morning
- Hot Spots in the Dorr Oliver Incinerator was approx. 3 sq. ft. glowing orange, eventually it decreased to 1½ sq. ft. @ 880 degrees on the exterior and glowing orange. The oil gets up between the refractory & the shell and burns.
- Treatment Plant #1 was taken off line because of the process air flow blowers. Hope to have them back on line before the cold weather.

A discussion about the incinerator took place questioning the new materials used to repair it, the quality of the sludge, the recommendation of adding clay and the bringing in of the Engineering firm of Hazen & Sawyer. They will trouble-shoot to eliminate the possible causes. Discussed was the repair of damaged components of a 40 year old incinerator and the causes of the sand and ash to melt down and not fluidize.

Chairman Khachaturian called for a MOTION to approve the Treasurer's Report

TREASURER'S REPORT

STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS

TD BANK	Balance
TRUSTEE ACCOUNTS	October 31, 2014
<u>2010 NJEIT BONDS</u>	
Revenue	\$ 0.00
Construction	\$ 1,357,243.05
Bond Service	\$.05
TOTAL TRUSTEE	\$ 1,357,243.10
<u>TD BANK</u>	
Incoming Revenue Account	\$ 180,118.80
Operating Payroll Account	\$ 114,364.83
Operating Regular Account	\$ 157,843.20
Reserve Account (NEW)	<u>\$12,659,695.40</u>
TOTAL AUTHORITY ACCOUNTS	<u>\$13,112,022.23</u>
TOTAL	\$14,469,265.33

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
TRUSTEE ACCOUNTS	October 31, 2014
Hazlet Township Sewerage Utility	\$ 0.00
Township of Holmdel	\$ 0.00
Borough of Union Beach	\$ 0.00
Borough of Keyport	\$ 0.00
Borough of Keansburg	\$ -100.00
Borough of Matawan	\$ 0.00
Western Monmouth Utilities Authority	\$ 0.00
Township of Aberdeen	<u>\$ 0.00</u>
TOTAL	\$ -100.00
MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY CHARGES	
Hazlet Township Sewerage Authority	\$ 0.00
Township of Holmdel	\$ 0.00
Borough of Union Beach	\$ 0.00
Borough of Keyport	\$ 0.00
Borough of Keansburg	\$ 0.00
Borough of Matawan	\$ 0.00
Western Monmouth Utilities Authority	\$ 0.00
Township of Aberdeen	<u>\$ 0.00</u>
TOTAL	\$ 0.00

Balance of Rent Reserve Accounts as of October, 2014

Hazlet Township Sewerage Utility	\$ 740,735.19
Township of Holmdel	\$ 317,715.98
Borough of Union Beach	\$ 194,033.96
Borough of Keyport	\$ 322,250.04
Borough of Keansburg	\$ 302,381.06
Borough of Matawan	\$ 322,096.99
Western Monmouth Utilities Authority	\$ 111,851.60
Township of Aberdeen	<u>\$ 468,702.79</u>
TOTAL	\$2,779,767.61

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 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. P164	\$223,004.76
Operating Fund Req. No. 515(Regular)	\$226,426.32
Operating Fund Req. No. S-25 (Sandy)	\$187,070.85

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

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

Approval of Minutes

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

Agenda Meeting	October 14, 2014
Regular Meeting	October 20, 2014
Closed Session	October 14, 2014

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

AYES: Commissioners Steiner, Sutton, and Vella Chairman Khachaturian on minutes of Oct.14, 2014

ABSTAIN: Commissioner Pisano & Chairman Khachaturian on minutes of October 20, 2014

Public Portion

ANNOUNCEMENT by Chairman Khachaturian: 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.

Charles Hoffman commented about Resolution No. 118/14 – the CAFRA Permit. He said historically every time we have a complaint about the Turbine Project the CAFRA Permit is mentioned. Since the Resolution is on the agenda Mr. Hoffman assumed the BRSA is not giving up on the Turbine Project. Chairman Khachaturian stated that the BRSA wants to keep that option open, to continue with the project.

RESOLUTIONS

RESOLUTION No. (114 /14)-To solicit for bids for the Furnishing and Delivery of Caustic Soda

WHEREAS, the Bayshore Regional Sewerage Authority currently has a contract for the furnishing and delivery of Caustic Soda with Kuehne Chemical Company, Inc., and

WHEREAS, that Contract expired in January 2015; and

WHEREAS, the Authority requires authorization to solicit bids for a new contract for a one year period, and

WHEREAS, funds are available for this purpose, and

NOW THEREFORE BE IT RESOLVED, the Staff Engineer and Qualified Purchasing Agent is hereby authorized to prepare bid specifications for the furnishing and delivery of Caustic Soda in accordance with Public Contract 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 Caustic Soda.

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

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

RESOLUTION No. (115 /14)-to Award a (1) year extension to Allied Oil, LLC for Fuel Oil

WHEREAS, in accordance with Local Public Contracts Law at 2:00 P.M. on Wednesday, December 11, 2013, the Bayshore Regional Sewerage Authority advertised and received bids for the furnishing and delivery of Fuel Oil for a (1) one year period with the possibility of (2) one year extensions; and

WHEREAS, on December 15, 2013, the BRSA awarded the Fuel Oil contract to the lowest responsible bidder Allied Oil, LLC. of Parlin, NJ by Resolution #164/13, and

WHEREAS, in December, 2014 the contract is scheduled to expire and the BRSA and Allied Oil, LLC were mutually agreeable to extending the original Contract under the same terms and with the same prices for a period of (1) one additional year; and

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

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

WHEREAS, funds are available for this purpose, and

WHEREAS, the Staff Engineer and Qualified Purchasing Agent have reviewed the correspondence from Allied Oil, LLC of Parlin, NJ accepting the (1) one-year extension in accordance with the same product, price, terms and conditions as the original contract.

NOW THEREFORE BE IT RESOLVED that Allied Oil, LLC of Parlin, NJ is hereby awarded a (1) one-year extension of the contract for the furnishing and delivery of Fuel Oil in accordance with the terms and conditions of the original bid and contract documents.

BE IT FURTHER RESOLVED, that the Executive Director is hereby authorized to execute the Contract extension documents.

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

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

RESOLUTION No. (116 /14)-to accept R3M's 2013/2014 Final Flow Report

WHEREAS, R3M Engineering, Consulting Engineers for the Bayshore Regional Sewerage Authority (BRSA) have determined the quantity of sewage from each of the Towns and Authorities connected to the BRSA system for the Fourth and Final Quarter of the year 2013/2014; 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, and

WHEREAS, in accordance with the Service Agreement Union Beach and Hazlet have certified the number of respective EDU's connected to the system as of October 1, 2014.

NOW THEREFORE BE IT RESOLVED that this Authority hereby accepts the flow calculations, certified by R3M for the Fourth and Final Quarter of the year 2013/2014.

BE IT FURTHER RESOLVED the Commissioners accept the EDU Certification of Union Beach identified in their report submitted by T&M Associates dated November 10, 2014 identifying structures demolished as of 10/1/14, as well as CO's issued between October 1, 2013 and October 1, 2014 for a net increase of 21 EDU's, as well as the EDU Certification of Hazlet identified in their report submitted by CME Associates dated October 20, 2014 for a net decrease of 36 EDU's.

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

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

RESOLUTION NO. (117/14)-To award a 2 year extension to Champion Uniform Service for the supply and cleaning of employee uniforms

WHEREAS, in accordance with Local Public Contracts Law on November 26, 2012, Bayshore Regional Sewerage Authority received quotes for providing a uniform rental and cleaning program; and

WHEREAS, on December 17, 2012 Champion Uniform Service was awarded a two (2) year contract at \$7,841.60 per year by Resolution #145/12, and

WHEREAS, in December, 2014 the contract is scheduled to expire and the BRSA and Champion Uniform Service are mutually agreeable to extending the original Contract under the same terms and with the same prices for an additional 2 year period, and

WHEREAS, the original Contract provides by mutual agreement and, the Local Public Contracts Law allows for (1) one time two year contract extension, this being the first extension; and

WHEREAS, the Authority finds the service being performed by Champion Uniform Services are effective and efficient, and

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

WHEREAS, the Staff Engineer and Qualified Purchasing Agent have reviewed the correspondence from Champion Uniform Service accepting the one time (2) two-year extension in accordance with the same product, price, terms and conditions as the original contract, and

WHEREAS, funds are available for this purpose, and

NOW THEREFORE BE IT RESOLVED that Champion Uniform Service is hereby awarded a one time (2) two-year extension of the contract for providing uniform rental and cleaning services at a cost of \$7,841.60 in accordance with the terms and conditions of the original quote and contract documents.

BE IT FURTHER RESOLVED, that the Executive Director is hereby authorized to execute the Contract extension documents.

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

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

RESOLUTION NO. (118/14)-to Authorize the application to Extend the CAFRA permit for a 5 year period

A discussion took place on whether the Resolution should wait for a full Board before voting. Commissioner Steiner believed it should wait for a full Board to be present before voting. The Commissioners discussed what should wait for a full Board and what is not necessary.

Commissioner Vella said this is a \$5,000 expense.

Chairman Khachaturian said it is a risk to not pursue this and called for a vote.

WHEREAS, the Authority was issued a Coastal Area Facility Review Act permit (CAFRA permit) on October 1, 2009 for the Wind-To-Energy project, and

WHEREAS, the Authority has been able to save time and expense by modifying the CAFRA permit to incorporate such projects as the Single Sampling Point and the NIRO Incinerator Restoration and Mitigation projects as opposed to seeking a new CAFRA Approval for these projects, and

WHEREAS the current permit has been affected by the Permit Extension Act which extended the permit expiration date from May 14, 2014 to June 30, 2015 and

WHEREAS the Authority's ability to seek authorization for future regulated activities under the existing CAFRA permit will end by June 30, 2015 unless the expiration date is extended by modification, and

WHEREAS, the Authority desires to extend the CAFRA permit for an additional five-(5) year period to avoid the loss of current permitting authority it affords the Wind-to-Energy Project, the NIRO Incinerator Project and any future permitting modification the Authority seeks, and

WHEREAS, the firm of Planning Progress, LLC has submitted a proposal to prepare and submit an initial request to NJDEP for the extension of the current CAFRA permit as outlined in their letter dated October 10, 2014, and

NOW THEREFORE BE IT RESOLVED the Commissioners of the Bayshore Regional Sewerage Authority authorize the proposal date October 10, 2014 by Planning Progress LLC in the amount of \$5,395, as a Professional Service and further authorize the Executive Director to execute the proposal.

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

AYES: Commissioners Pisano, Vella and Chairman Khachaturian

NAYS: Commissioners Steiner and Sutton

RESOLUTION NO. (119/14)-to award the contract for Removal, Repair and Replacement of the Blowers in Blower Building #1 to Excelsior Blower Systems, Inc. for \$44,159.00

WHEREAS on October 29, 2012 Blower Building #1 at the Bayshore Regional Sewerage Authority was flooded with 30 inches of salt water as a result of Superstorm Sandy, and

WHEREAS immediately after repairs were made to the motors and power the blowers were restarted and operated sufficiently to provide air to the biological reactors in the plant, and

WHEREAS on October 1, 2014 the blowers in Blower Building #1 failed, and

WHEREAS the failure of these blowers constitutes an emergency situation as the blowers provide air to the biological population responsible for the efficient removal of waste from the wastewater, and

WHEREAS this emergency situation was communicated to the Commissioners of the Authority who authorized an emergency contract for the removal, repair and reinstallation of the blowers, and

WHEREAS, on October 28, 2014 at 1pm, three (3) sealed quotes were publically opened and read aloud ranging in price from a low of \$44,159 to a high of \$52,309, and

WHEREAS, Excelsior Blower Systems, Inc. submitted the lowest responsive and responsible quote and was awarded the contract after review by the Qualified Purchasing Agent, Authority Engineer and Executive Director, and

WHEREAS, the Authority will apply to FEMA for reimbursement of these costs, and

WHEREAS funds are available for this purpose.

NOW THEREFOR BE IT RESOLVED, the Commissioners of the Bayshore Regional Sewerage Authority ratify the emergency actions taken by the staff and award the contract for removal, repair and replacement of the blowers in Blower Building #1 to Excelsior Blower Systems, Inc. at the cost of \$544,159.

BE IT FURTHER RESOLVED a notice of the award be placed in the Asbury Park Press and on the BRSA Official Website

BE IT FURTHER RESOLVED that the Executive Director of the Authority execute any and all necessary documentation to initiate the project.

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

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

RESOLUTION NO. (120/14)-to award Developer Approval and NJDEP Treatment Works to Joseph C. Caruso Elementary School, Keansburg

WHEREAS, on October 28, 2014, Hall Construction Co., Inc., submitted a Commercial Developer Application for sanitary sewer connection to serve the Joseph C. Caruso Elementary School located at 81 Frances Place, Keansburg Township, NJ, also known as Block 105, Lot 1, and

WHEREAS, the applicant proposes to construct an 842 student, kindergarten through 4th grade, three story elementary school, and

WHEREAS, the project is expected to generate 16,840 gallons per day of wastewater, and

WHEREAS, thirty six (36) Equivalent Dwelling Units (EDU's) were calculated for the project, and

WHEREAS, the State of New Jersey Schools Developer Authority (NJSDA) submitted a letter dated August 20, 2014 to advise the Bayshore Regional Sewerage Authority (BRSA) of a statutory exemption (NJSA 52:18A-242c) of NJSDA school facilities projects from connection fees charged by state or municipal entities, and

WHEREAS, the Joseph C. Caruso Elementary School is located in the Keansburg School District, which the State has designated an NJSDA District, and

WHEREAS, the connections fees must be waived in accordance with NJSA 52:18A-24c, and

WHEREAS, the applicant has submitted the required review fees of \$169.00, and

WHEREAS, the project received all local approvals including sanitary sewer service, and

NOW THEREFORE BE IT RESOLVED, the Commissioners of the BRSA hereby approve and waive the connection fees for Hall Construction Co., Inc. commercial application for Joseph C. Caruso Elementary School, 81 Frances Place, Block 105, Lot 1, Keansburg Township, NJ.

BE IT FURTHER RESOLVED, this approval is good for one (1) year.

BE IT FURTHER RESOLVED, the Executive Director is hereby authorized to execute the Treatment Works Approval Consent forms and any necessary documents for Hall Construction Co., Inc. commercial application for Joseph C. Caruso Elementary School, 81 Frances Place, Block 105, Lot 1, Keansburg Township, NJ.

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

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

RESOLUTION NO. (121/14)-to Hire Thomas Petti as an Engineering Intern at the BRSA.

WHEREAS, the Bayshore Regional Sewerage Authority is in need of assistants in the Engineering Department, and

WHEREAS, the Universities and Colleges of New Jersey have Career Development Departments for the placement of Engineering students in permanent or temporary positions, and

WHEREAS, the Authority wishes to hire a qualified student for short term employment to assist the Authority Engineer with day to day , as well as, specific engineering projects, and

WHEREAS, the BRSA advertised with the Career Development Department of Rutgers, NJIT, Stevens Institute and Rowan University and received over 20 resumes for the position, and

WHEREAS, the Authority interviewed 3 candidates and found the most qualified candidate to be Thomas Petti of Colonia, NJ, and

WHEREAS, Thomas Petti submitted an application of employment for the Intern position.

NOW THEREFORE BE IT RESOLVED, the Commissioners of BRSA wish to hire Thomas Petti as a temporary Short Term Intern Engineer at a rate of \$16.00 per hour without benefits for Monday thru Friday, 8:30 AM to 5:00 PM with a 30 minute unpaid lunch.

BE IT FURTHER RESOLVED that the date employment begins is December 29, 2014 terminating January 16, 2015.

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

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

RESOLUTION NO. (122/14)-to award a Request for Proposal to Gannett Fleming for Engineering Inspection Services for Cleaning and Televised Inspection of Collection System Interceptors

WHEREAS, the Bayshore Regional Sewerage Authority (the Authority) has developed a 5 year capital Improvement plan for the treatment plant, pump stations and collection system; and

WHEREAS, the 5 year capital improvement plan for the collection system is ranked by priority with the highest priority projects scheduled for repair and improvement; and

WHEREAS, the Authority staff identified several areas in need of repair and improvement for 2015; and

WHEREAS, to prepare bid specifications for the repair and improvement of these areas, the Authority desires the most recent video inspection and observation reports; and

WHEREAS, the Authority has advertised a Request for Quotation for Cleaning & Video Inspections of the BRSA Interceptor Sewers and has a need to hire an Engineering firm to oversee the work; and

WHEREAS, the Bayshore Regional Sewerage Authority (Authority) solicited Expression of Interest documents from 21 engineering firms seeking to provide engineering services on the Authority Capital Improvement plans, and

WHEREAS, the documents were reviewed by a committee of staff and commissioners and reduced to a short list of engineering firms qualified to provide engineering services for the Authority Capital Improvement plans, and

WHEREAS, the Authority Staff issued an Request for Proposal (RFP) to three qualified Engineering Firms on the short list, Gannett Fleming, Maser and R3m engineering, and

WHEREAS, the Executive Director, Authority Engineer and Qualified Purchasing Agent have reviewed the RFP's and recommend award to Gannett Fleming at \$11,300.00, and

WHEREAS, the funds are available for this purpose.

NOW THEREFORE BE IT RESOLVED the Commissioners of the Bayshore Regional Sewerage Authority award the Request for Proposal to Gannett Fleming, of South Plainfield, NJ for \$11,300.00 accordance with the terms and conditions of the RFP, and

BE IT FURTHER RESOLVED that the Executive Director of the Authority execute any and all necessary documentation to initiate the project.

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

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

RESOLUTION NO. (123/14)-to award Request for Quotation to National Water Main for Cleaning and Televised inspection of Collection System Interceptors, in Amount of \$27,480.00

WHEREAS, the Bayshore Regional Sewerage Authority (the Authority) has developed a 5 year capital Improvement plan for the treatment plant, pump stations and collection system; and

WHEREAS, the 5 year capital improvement plan for the collection system is ranked by priority with the highest priority projects scheduled for repair and improvement; and

WHEREAS, the Authority staff identified several areas in need of repair and improvement for 2015; and

WHEREAS, to prepare bid specifications for the repair and improvement of these areas, the Authority desires the most recent video inspection and observation reports; and

WHEREAS, the Authority has advertised a Request for Quotation for Cleaning & Video Inspections of the BRSA Interceptor Sewers for Six-(6) days; and

WHEREAS, one quote was received with National Water Main Cleaning of Kearny, NJ being the lowest quote at 27,480.00 for a six-(6) day cleaning and video inspection service and

WHEREAS, the Authority Engineer and Qualified Purchasing Agent have reviewed the quotations and recommend award to National Water Main Cleaning, and

WHEREAS, the funds are available for this purpose.

NOW THEREFORE BE IT RESOLVED the Commissioners of the Bayshore Regional Sewerage Authority award the Request for Quotation to National Water Main Cleaning, of Kearny, NJ for \$27,480.00 in accordance with the terms and conditions of the bid documents, and

BE IT FURTHER RESOLVED that the Executive Director of the Authority execute any and all necessary documentation to initiate the project.

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

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

RESOLUTION NO. (124/14)-to review the findings and recommendations of the Local Finance Board made at a meeting of said Board on August 13, 2014 in accordance with NJSA 40A:5A-6.

CONCERNING REVIEW OF FINDINGS AND OMMENDATIONS OF THE LOCAL FINANCE BOARD MADE AT A MEETING OF SAID BOARD ON AUGUST 13, 2014 IN ACCORDANCE WITH N.J.S.A. 40A:5A-6

WHEREAS, the findings and recommendations issued by the Local Finance Board, Division of Local Government Services, Department of Community Affairs, State of New Jersey (the "Local Finance Board"), held on August 13, 2014, on the project financing of the Bayshore Regional Sewerage Authority (the "Authority") with respect to the financing 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, have been filed with the Secretary of the Authority, and a copy has been received by each member of the governing body; and

WHEREAS, N.J.S.A. 40A:5A-7 requires that the governing body of the Authority, within 45 days of receipt of the Local Finance Board's findings and recommendations on the proposed project financing, shall certify by resolution to the Local Finance Board that each member thereof has personally reviewed the findings and recommendations; and

WHEREAS, each member of the governing body of the Authority has personally reviewed each of the Local Finance Board's findings and recommendations on the proposed project financing as evidenced by the attached group affidavit of the governing body; and

WHEREAS, failure to comply with this requirement may subject the members of the Authority to the penalty provisions of N.J.S. 52:27BB-52;

NOW, THEREFORE, BE IT RESOLVED that the governing body of the Bayshore Regional Sewerage Authority hereby states that it has complied with the requirements of N.J.S. 40A:5A-7 and does hereby direct the Secretary of the Authority to submit a certified copy of this resolution and the required affidavit to the Local Finance Board to evidence said compliance.

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

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

GROUP AFFIDAVIT FORM
CERTIFICATION OF GOVERNING BODY

State of New Jersey
County of Monmouth

We, the members of the governing body of The Bayshore Regional Sewerage Authority of full age, being duly sworn according to law, upon our oath depose and say:

1. We are duly appointed members of The Bayshore Regional Sewerage Authority.
2. We certify that, pursuant to N.J.S. 40A:5A-7, we have personally reviewed the August 13, 2014 findings and recommendations of the Local Finance Board on the proposed issuance of notes by The Bayshore Regional Sewerage Authority in order to finance 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.

Adam Khachaturian, Chairman

Bart Sutton, Vice Chairman

Walter Vella, Treasurer

Louis Pisano, Assistant Treasurer
absent

Marcy McMullen, Secretary

Charles Steiner, Assistant Secretary

Sworn to and subscribed before me
this 17th day of November, 2014

Notary Public of the State of New Jersey

The Secretary of the Authority shall set forth the reason
for the absence of signature of any members of the
governing body.

Public Portion

ANNOUNCEMENT (by Vice-Chairman Sutton) – 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 of Hazlet stated that the BRSA put out a Public Notice about Bonding. He said there were things in there that the general public had question on the wording. Whoever drafted the notice made a lot of ears perk up. He said there is a lot of public resentment however BRSA is a well run organization.

Executive Session

Chairman Khachaturian called for a MOTION to go into Closed Session at 8:20 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 Sutton, SECONDED BY: Commissioner Vella, , and carried by
a unanimous voice vote recorded as follows:

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

CLOSED SESSION MINUTES ARE RECORDED SEPERATELY

At 9:27 P.M. Chairman Khachaturian called for a **MOTION** to end Closed Session.

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

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

Adjournment

ANNOUNCEMENT (by Chairman Khachaturian)

The next Meeting of the Bayshore Regional Sewerage Authority will be a Public Hearing on BRSA 2015 Budget followed by the Regular Meeting on Monday, December15, 2014.

All meetings are held at 7:00 PM in the Administration Building at 100 Oak Street, Union Beach, NJ.

At 9:27 PM -Chairman Khachaturian called for a **MOTION** to Adjourn the meeting.

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

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

Respectfully Submitted,
Susan A. DuBey
Administrative Assistant