

MINUTES
REGULAR MEETING
MONDAY, MAY 21, 2018

At 7:00 P.M., Chairman Steiner made the following announcement:

The Regular Meeting of the Bayshore Regional Sewerage Authority will now come to order. I hereby announce that pursuant to Section 5 of the Open Public Meetings Act, that adequate notice of this meeting has been sent to the Newark Star Ledger and Asbury Park Press. Notice has also been sent to the Clerks of Aberdeen, Hazlet, Holmdel, Keansburg, Keyport, Matawan, Union Beach and Marlboro and the Western Monmouth Utilities Authority. This notice is also posted in the lobby of the Bayshore Regional Sewerage Authority Administration Building.

Chairman Steiner 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 Steiner called for a roll call of attendance:

PRESENT: Commissioners Cavanagh, Sutton, Whalen and Chairman Steiner

ABSENT: Commissioners Khachaturian & McMullen

Also In Attendance: Mr. Robert C. Fischer, Executive Director
J. Michael Broyles, Superintendent
Manuel Ponte, P.E., Consulting Engineer
Mike Samuels, P.E., R3M Engineers
Michael Bart, Bart & Bart, Auditor
John Napolitano, Esq.
Susan DuBey, Admin. Assistant

REPORTS

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

Mr. Fischer Reported:

Disaster Recovery Update

- Phase I is essentially complete. Contract 74S – NIRO incinerator the contractor is identifying all wire connections. Contracts 71S and 73S are complete.
- Tomorrow is the Long Term Loan Closing in the amount of \$11,243,700.00. \$26,000,000+ was borrowed from NJEIT. FEMA funds were used to reimburse prior to the closing.
- Structural steel has arrived for PKF to continue working on the last project - elevating the Power Distribution System. Some of the steel is in place and are waiting for the containers housing the transformers and switch gears. The containers will be placed on the structural steel and then the connections will be made. PKF submitted payment application #6 in the amount of \$40,628.39

- Combined Blower Building Project is approx. 95% complete. Stone Hill Construction submitted payment application #20 in the amount of \$340,586.06 leaving a balance due for the contract of \$760,883.
- 2017 Audit is complete and Mike Bart will present at tonight's Board Meeting.
- Negotiations with the Union are underway with Mike Broyles and myself attending 2 meeting and 2 more meeting are scheduled.
- Due to the COBRA Zone realignment 3 additional building are now eligible for Flood Insurance. Selective Insurance has prepared proposals for the 3 buildings.

Mike Bart - walked through sections of the Audit and explained various accounts and the methods to come up with the audit amounts.

Commissioner Cavanagh asked Mike about the Net Position and the prediction for next year after the loan closes tomorrow.

Mike said it would basically look the same but would reduce each year when the payments are made to repay the loan.

Mr. Fischer asked Mike about the employee benefits regarding the Pension Liability.

Mike said a Pension Liability adjustment must be shown in the Audit but it is not actual funds that have been paid out. It's an accrual of the liability on BRSA's part.

Staff Engineer Report

Given By Pete Canal:

- Contract 100-Ash Basin Valve Replacement & New Chamber – contract is complete. Seeking to accept the maintenance bond and close-out the project.
- Contract 95-Metra-Collection System Rehabilitation, Phase 1 – contract is complete after repaving on Florence Avenue. Seeking to accept the maintenance bond and close-out the project.
- FYI - Collection System Rehab, Phase II – drafting RFP for Consultants and to award in July.
- Matawan Force Main Replacement at Clark Street – resolved paving issues between Hazlet & Keyport.
- Contract 104-Annual Ash Removal – received one bid, seeking to award contract to Spectraserv, Inc. in the amount not to exceed \$316,000 for a two (2) year period.
- Annual Stack Test for NIRO – award the amendment to Chavond Barry Engineers due to the delay of the test, in the amount not to exceed \$11,761.91.

John Napolitano explained that Camelot West in Marlboro made an error on the number of lots in the project. An extra lot was added that actually belonged to the neighbor. A new developers agreement has been drawn up.

Consulting Engineer – R3M

Manuel Ponte Reported:

- Matawan Force Main – working with Pure Tech. to propel tools through the main and supplement the amount of the flow. Launch & testing is set for the third week of June but first a cracked pipe must be repaired.
- Meeting will be held Thursday, June 7 to discuss Odor Control Systems #2,3 &4.

Chairman Steiner asked about MCBOA's response to the Power Resiliency System. Mr. Fischer said they had some questions about the operation during an emergency. MCBOA passed a resolution in favor of the generator and it was sent down to FEMA.

- The Second Quarter flow report was presented to the Board with the same consistency as the last quarter.

Superintendent's Report

Mike Broyles Reported:

- The flow for April was pretty much in the middle of what the average flow is for the plant; despite the fact that we did about 50 mgd in 4 days with all the rain.
- Effluent quality is a little lower mainly because of the high flow
- We had a 4 hour air flow shut down on the Combined Blowers while to contractors completed some work. The shutdown impacts the effluent but we were well under the permit limit.
- There were three odor complaints 2 from Mr. Lauro and one from Mrs. Myers during the month of April.
- The incinerator ran well in April except for one issue, A leaking valve for the roof spray system failed to close completely without indication which allowed process water to enter the reactor and cool the sand bed. The temperature dropped 500°F.
- Problem with sand transport system, only half of the system was repaired. The contractor is correcting the problem.

Maintenance

- Odor Control Tower 4&5 both developed control issues. Tower #4 is for the Sludge Dewatering Room (Belt Press) installed new probes and Tower 5 is the New Odor Control for Sludge Concentration Tank installed new controllers and probes. Still minor problems with Tower #4.

Licenses

- Dave Greenstein and Rob Ostervich passed the C-1 test. Mike explained that in order to sit for the test they must attend a class that is 180 hours over a complete school year.

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

TREASURER'S REPORT

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

AYES: Commissioners Cavanagh, Khachaturian, McMullen, Sutton, Whalen and Chairman Steiner

**TREASURER'S REPORT
STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS**

TD BANK	Balance
<u>TRUSTEE ACCOUNTS</u>	<u>April 30, 2018</u>
<u>2010 NJEIT BONDS</u>	
Construction	\$ 1,361,029.46
Bond Service	\$.05
Total NJEIT	\$ 1,361,029.51
TD BANK	
Lakeland Bank-CD	\$ 1,002,479.17
Cash Management	\$ 2,004,569.98
NJEIT Project Fund	\$ 5,698,283.29

NJEIT Project Fund #2	\$ 1,527,395.58
Incoming Revenue Account	\$ 997.07
Operating Regular Account	\$ 1,753,767.30
Operating Reserve Account	\$ 11,657,228.58
Operating Payroll Account	<u>\$ 725,063.20</u>
TOTAL AUTHORITY ACCOUNTS	\$ 24,369,784.17
TOTAL	\$ 25,730,813.68

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

	Balance
	<u>April 30, 2018</u>
SERVICE CHARGES:	
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	\$ 0.00
Borough of Matawan	\$ 0.00
Western Monmouth Utilities Authority	\$ 0.00
Township of Aberdeen	<u>\$ 0.00</u>
TOTAL	\$ 0.00
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 April 30, 2018	
Hazlet Township Sewerage Utility	\$ 755,905.75
Township of Holmdel	\$ 319,741.86
Borough of Union Beach	\$ 195,271.19
Borough of Keyport	\$ 285,398.13
Borough of Keansburg	\$ 304,309.16
Borough of Matawan	\$ 324,150.81
Western Monmouth Utilities Authority	\$ 97,369.91
Township of Aberdeen	<u>\$ 457,499.91</u>
TOTAL	\$ 2,739,646.72

PAYMENT OF REQUISITIONS

Chairman Steiner calls for a **MOTION** - to approve payment of bills listed on:

Operating Fund Req. No. 561 (Regular)	\$ 927,518.15
Payroll Account Req. No.P209 (Payroll)	\$ 223,413.70
NJEIT Project Fund Req. #PF- 35	\$ 8,583.36
NJEIT Project Fund #2 Req. #PF-21	\$ 417,834.25

REQUISITIONS TO BE RATIFIED

NJEIT Project Fund-Wire Transfer-WT#25	\$ 424,572.00
NJEIT Project Fund-Wire Transfer-WT#26	\$ 118,548.34

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

AYES: Commissioners Cavanagh, Khachaturian, McMullen, Sutton, Whalen and Chairman Steiner

APPROVAL OF MINUTES

Chairman Steiner called for a **MOTION** to approve the following Minutes:

Regular Meeting Minutes of April 16, 2018
Closed Session of April 16, 2018

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

AYES: Commissioners Cavanagh, Sutton, Whalen and Chairman Steiner

ABSTAIN: Commissioners Khachaturian & McMullen

PUBLIC PORTION

Chairman Steiner announced that this portion of the meeting is now open to the public for comments or questions related to **Regular Meeting 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 accordingly.

Mr. Charles Hoffman, Florence Avenue, Hazlet - asked about the Flood Insurance. Mr. Fischer explained that the 3 building are no longer in the Costal Barrier Resource Act Line so they are now eligible for Flood Insurance.

RESOLUTIONS

RESOLUTION No. (63/18): To Adopt the 2017 Annual Audit Report as presented by Bart and Bart, CPAs, BRSA Auditors

WHEREAS, N.J.S.A. 40:14A-7.1 requires the governing body of each local Authority to cause an annual audit of its accounts to be made; and

WHEREAS, the annual audit report for the fiscal year ended December 31, 2017 has been completed and will be filed with the members and customer towns served pursuant to N.J.S.A. 40:14A-7.1; and

WHEREAS, N.J.S.A. 40A:5A-17 requires the governing body of each Authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit entitled "General Comments" and "Recommendation," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board; and

WHEREAS, the Commissioners of the Bayshore Regional Sewerage Authority ("Authority") are the members of the governing body and have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations" in accordance with N.J.S.A. 40A:5A-17.

NOW THEREFORE BE IT RESOLVED that the Commissioners of the Bayshore Regional Sewerage Authority hereby adopt the 2017 Annual Audit Report and certify to the Local Finance Board of the State of New Jersey that each member has personally reviewed the annual audit for the fiscal year ended December 31, 2017 and specifically has reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the Secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

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

AYES: Commissioners Cavanagh, Khachaturian, McMullen, Sutton, Whalen and Chairman Steiner

RESOLUTION No. (64/18): To Execute the Local Finance Board Group Affidavit Form.

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

- We are duly appointed Commissioners of the Bayshore Regional Sewerage Authority.
- We certify, pursuant to N.J.S.A. 40A:5A-17, that we have each reviewed the annual audit report for the fiscal year ended December 31, 2017 and specifically the sections of the audit report entitled "General Comments" and "Recommendations."

CHARLES STEINER Chairman

SCOTT WHALEN Vice-Chairman

BARTHOLOMEW SUTTON Treasurer

MARCY MCMULLEN Asst. Treasurer

ADAM KHACHATURIAN Secretary

CHRISTOPHER CAVANAGH Asst. Secretary

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

AYES: Commissioners Cavanagh, Khachaturian, McMullen, Sutton, Whalen and Chairman Steiner

RESOLUTION No. (65/18): To Accept the Six (6) Month Flow Report for 2017/2018

WHEREAS, R3M Engineering, Consulting Engineers for the Bayshore Regional Sewerage Authority, (“Authority”) have determined the quantity of sewerage from each of the Towns and Authorities connected to the Authority’s system for the period September 27, 2017 to March 31, 2018, the six-(6) month flow report; 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 the Commissioners of the Bayshore Regional Sewerage Authority hereby accept the flow calculations, certified by R3M for the period September 27, 2017 to March 31, 2018.

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

AYES: Commissioners Cavanagh, Khachaturian, McMullen, Sutton, Whalen and Chairman Steiner

RESOLUTION No. (66/18): To Secure Flood Insurance For the Authority Buildings Eligible For National Flood Insurance Program Coverage

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) owns several buildings at the Treatment Plant located at 100 Oak Street in Union Beach, NJ; and

WHEREAS, the buildings further identified as Blower Building 2, Chlorine Contact Building, and Odor Control Building are eligible for flood insurance under the National Flood Insurance Program (NFIP); and

WHEREAS, the Selective Insurance Company will provide total coverage of \$1,500,000 for a total premium of \$4,008 with a \$150,000 deductible; and

WHEREAS, as a condition of FEMA funding the Authority is required to obtain and maintain flood insurance on all eligible buildings; and

WHEREAS, the quoted premiums and coverages have been reviewed by the Authority Risk Management consultants, Conner Strong & Buckelew who has recommended binding these coverages; and

WHEREAS, in accordance with NJAC 5:30-5.4(a)(3), the Authority certifies the availability of funds in the insurance line item, to cover the maximum dollar value of the pending contract as set forth in the Resolution.

NOW THEREFORE BE IT RESOLVED, the Commissioners of the Bayshore Regional Sewerage Authority hereby authorize the payment of the above stated premiums to secure flood insurance for the named Authority Buildings for a one year term according to the building renewal date and instruct the Executive Director to execute all necessary documentation to secure this coverage.

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

AYES: Commissioners Cavanagh, Khachaturian, McMullen, Sutton, Whalen and Chairman Steiner

RESOLUTION No. (67/18): To Authorize an Engineering Amendment to Chavond Barry Engineers for Annual Stack Test of NIRO Incinerator, in the amount of \$11,761.91

WHEREAS, through Resolution 53/18, the Bayshore Regional Sewerage Authority (the “Authority”) contracted with Chavond Barry Engineers (“CBE”) for the Annual Stack Test of NIRO Incinerator for an amount not to exceed \$67,600; and

WHEREAS, during the start of the stack testing work, the test was delayed due to operational problems caused by unexpectedly high sludge solids concentrations, which resulted in high incinerator temperatures; and

WHEREAS, CBE submitted a proposal dated May 8, 2018 for Amendment No.1, in the amount of \$11,761.91 to cover the additional time and expenses from their sub-contractor, Gammie Air; and

WHEREAS, the Authority Chief Engineer and Executive Director have reviewed the amendment proposal and find the amendment request dated May 8, 2018 to be fair and reasonable and represent work that was beyond the original scope of work; and

WHEREAS, in accordance with N.J.S.A. 5:30-5.4 (a) (3), the Authority certifies the availability of funds in the Testing and Analysis line item, to cover the maximum dollar value of the pending contract as set forth in this Resolution.

NOW THEREFORE BE IT RESOLVED, the Commissioners of the Bayshore Regional Sewerage Authority hereby approve a contract amendment No.1 in the amount of \$11,761.91 to Chavond Barry Engineers of Blawenburg, NJ in accordance with the terms and conditions of its correspondence dated May 8, 2018, increasing their budget amount to \$79,361.91.

BE IT FURTHER RESOLVED, the Executive Director is hereby authorized to execute the contract amendment with CBE of Blawenburg, NJ.

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

AYES: Commissioners Cavanagh, Khachaturian, McMullen, Sutton, Whalen and Chairman Steiner

RESOLUTION No. (68/18): To approve Close-Out of the Interceptor Sewer Rehabilitation Project, Phase 1, Contract No. 95 for Metra Industries, Inc.

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) owns and operates interceptor sewers in Keyport, Hazlet, and Union Beach that are in need of rehabilitation; and

WHEREAS, in accordance with Local Public Contracts Law, Metra Industries, Inc. was awarded Contract No. 95, Interceptor Sewer Rehabilitation Project, Phase 1 in the amount of \$2,147,000.00 by Resolution No. 136/16; and

WHEREAS, the Authority previously approved change orders 1 through 5, totaling \$244,510.08, increasing the contract value to \$2,391,510.08; and

WHEREAS, all work is completed and the Authority Chief Engineer and its Consulting Engineer, Gannett Fleming, Inc. are recommending acceptance of the Maintenance Bond and close-out of the Contract.

NOW THEREFORE BE IT RESOLVED the Commissioners of the Bayshore Regional Sewerage Authority approve acceptance of the Maintenance Bond and close-out of the Interceptor Sewer Rehabilitation Project, Phase 1, Contract No. 95, for Metra Industries, Inc.

BE IT FURTHER RESOLVED, the Executive Director is hereby authorized to execute any necessary documents to approve close-out of the project.

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

AYES: Commissioners Cavanagh, Khachaturian, McMullen, Sutton, Whalen and Chairman Steiner

RESOLUTION No. (69/18): To approve Close-Out of the Ash Basin Valve Chamber Project, Contract 100 for Shorelands Construction, Inc.

WHEREAS, the Bayshore Regional Sewerage Authority (Authority) owns and operates an incineration system that includes three (3) Ash Basins and associated valves that are in need of replacement and require concrete chambers for proper access and maintenance; and

WHEREAS, in accordance with Local Public Contracts Law, Shorelands Construction, Inc. (Shorelands) was awarded Contract No. 100, Ash Basin Valve Chambers in the amount of \$130,000.00 by Resolution No. 111/17; and

WHEREAS, the Authority previously approved Resolution No. 41/18 for Change Order No. 1 in the amount of \$19,343.00, increasing the total contract value to \$149,343.00; and

WHEREAS, all work is completed and the Authority Chief Engineer and staff are recommending acceptance of the Maintenance Bond and close-out of the Contract.

NOW THEREFORE BE IT RESOLVED the Commissioners of the Bayshore Regional Sewerage Authority approve acceptance of the Maintenance Bond and close-out of the Ash Basin Valve Chamber Project, Contract 100 for Shorelands Construction, Inc.

BE IT FURTHER RESOLVED, the Executive Director is hereby authorized to execute any necessary documents to approve close-out of the project.

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

AYES: Commissioners Cavanagh, Khachaturian, McMullen, Sutton, Whalen and Chairman Steiner

RESOLUTION No. (70/18): To Award Contract #104-O for Recycling and Disposal of Ash to Spectraserv, Inc., for an amount not to exceed \$316,000

WHEREAS, in accordance with Local Public Contracts Law at 2:00 P.M. on Tuesday, May 15, 2018, the Bayshore Regional Sewerage Authority (“Authority”) received bids for the recycling and disposal of Ash for a two (2) year period; and

WHEREAS, one bid was publicly opened and read aloud, with the lowest responsible responsive bidder being Spectraserv, Inc. of South Kearny, NJ, having submitted a unit price of \$158 per ton and a two (2) year total of \$316,000; and

WHEREAS, the Qualified Purchasing Agent, Authority Engineer and Attorney have reviewed the bids and are recommending award of the Contract to Spectraserv, Inc. of South Kearny, NJ; and

WHEREAS, in accordance with N.J.S.A. 5:30-5.4 (a) (3), the Authority certifies the availability of funds in the ash and sludge removal line item, to cover the maximum dollar value of the pending contract as set forth in this Resolution.

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority that Spectraserv, Inc. of South Kearny, NJ is hereby awarded Contract #104-O for Recycling and Disposal of Ash for a Two (2) Year Period, in the amount of \$316,000, in accordance with the terms and conditions of the bid and Contract Documents.

BE IT FURTHER RESOLOVED that the Chairman and Secretary are hereby authorized to execute the Contract Documents.

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

AYES: Commissioners Cavanagh, Khachaturian, McMullen, Sutton, Whalen and Chairman Steiner

PUBLIC PORTION

Chairman Steiner announces: This 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 asked about the process of Arbitration.

John Napolitano explained that usually both parties come up with an agreement on the arbitrators and there's Triple A Construction Rules and talk about limited or no discovery. You can customize the process between the 2 parties and the Arbitrator.

Executive Session

Chairman Steiner called for a **MOTION** to go into Closed Session at 8:07 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 or **anticipated litigation, contract negotiations and matters of employment of public employees.** 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 Khachaturian, SECONDED BY: Commissioner Sutton, and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Cavanagh, Khachaturian, McMullen, Sutton, Whalen and Chairman Steiner

Closed Session Minutes are Recorded Separately.

END CLOSED SESSION

Chairman Steiner calls for a **MOTION** to End Closed Session and Re-Open the Regular Meeting @ 9:15 P.M.

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

AYES: Commissioners Cavanagh, Khachaturian, McMullen, Sutton, and Chairman Steiner

ABSENT: Commissioner Whalen

ANNOUNCEMENT (by Chairman Steiner):

The next Regular Meeting of the B.R.S.A. is scheduled for Monday, 18, 2018, at 7:00 P.M. All meetings take place in the Administration Building of the Authority located at 100 Oak Street, Union Beach, NJ 07735.

At 9:16 P.M., Chairman Steiner called for a **MOTION** to Adjourn the meeting.

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

AYES: Commissioners Cavanagh, Khachaturian, McMullen, Sutton, Whalen and Chairman Steiner

Respectfully submitted,
Susan DuBey
Administrative Assistant