

**MINUTES FOR**  
**REGULAR MEETING**  
**MONDAY, MAY 20, 2019**

At 7:02 P.M., Chairman Whalen makes 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 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 Whalen 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 Whalen called for a roll call of attendance:

**PRESENT:** Commissioners Cavanagh, Khachaturian, McMullen, Steiner, Sutton and Chairman Whalen

Also In Attendance: Mr. Robert C. Fischer, Executive Director  
J. Michael Broyles, Superintendent  
John Napolitano, General Counsel  
Manuel Ponte, P.E., Consulting Engineer  
Peter J. Canal, BRSA Engineer  
John Draikiwicz, Gibbons-Bond Counsel  
Susan DuBey, Admin. Assistant

**Reports**

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

**Robert Fischer Reported:**

- Power Distribution Enclosures # 5 & 6 are scheduled to be shipped in June along with the Main Switchgear. Final completion date is December 2019.
- Request for Qualifications (RFQ) were sent out to engineers on the Power Resiliency Project. The qualified engineer will design and provide construction management services.
- John Draikiwicz – Bond Counsel - explained the Phase II Long Term Loan closing which is set to take place on May 23<sup>rd</sup>. The loan of \$2,552,467 is 75% with Zero % interest, and the remaining loan of \$935,000 makes up the additional 25% of the total loan. I-Bank sold the bonds at their AAA credit rating at an interest rate at 2.429% over twenty years making the total interest rate of approx. 0.6% over twenty years.

Commissioner Cavanagh asked John Draikiwicz if the I-Bank is a government sponsored bank. John said it was formed as an entity to issue Infrastructure Bond for Infrastructure Project.

Mr. Fischer stated that we borrowed short term funds of \$25.2 million in Phase I and \$12.6 million in Phase II for a total of \$37.8 million. We have repaid a substantial portion of that amount with FEMA Funding. As a result our final long term debt service is \$11 million in Phase I and \$3.5 million in Phase II totaling \$14.5 million for all the work that was done to recover from Sandy. Consequently, our yearly debt service payment is less than \$1 million for twenty years.

- Cyber Security Policies – Mel (Municipal Excess Liability) under NJUAJIF has created cyber security technology practice and security response policies that will provide deductibles should an attack occur.
- Summer Intern Program – Asset Management Program and GIS Program – requesting to hire 2 college student engineers from Rutgers (one is Chemical Engineer and one is Mechanical Engineer) to help with data input at a pay rate of \$15.00 per hour to commence on May 27<sup>th</sup> thru the end of August.

Pete informed the Commissioners that Tom Petti took the PE test and passed. He also holds a C-1 State License.

- Emergency Repair of the Main Pump Station Discharge Header – staff spotted a leak where the support piping is welded to a flange plate. Corrosion on the welded area and in the interior of the thrust pipe caused leakage. This pipe and flange has been there since 1974.

## **Staff Engineer Report**

### **Pete Canal Reported:**

- RFQ for Annual Cleaning & Video Inspection of the sanitary sewer interceptors – authorization to advertise for yearly contract on BRSA web site.
- Grit & Screening – authorization to advertise for yearly contract
- Emergency Repair of Main Pump Station Discharge Header leak – award repaid work to BR Welding in the amount not to exceed \$26,565.92.
- Holmdel High School – approve developer application and signing of the NJDEP TWA consent Form- no additional flow
- Shore Point Motel – Route 35, Hazlet - approve application for motel expansion of 17 rental rooms.
- Power Distribution System – completion date has been pushed back by vendors. BRSA will discuss the delay with Counsel.
- Combined Blower Building – project is complete – issue when we run 2 blowers, nothing major but would like it resolved. It's a vendor issue and would like to bring in Hazen to assist.

## **Consulting Engineer – R3M**

### **Manuel Ponte Reported:**

- Odor Control Systems #2,3,4 – due to the difficulty in attaining low level accurate results the DEP has waived the Stack Test requirements.
- Repurposing Blower Building #1 to Storage Bldg. – site visit scheduled for May 22<sup>nd</sup>. Sealed bids due on June 5<sup>th</sup>.
- Pure Technologies – Assessment of Pipelines – BRSA and R3M has asked Pure Tech. for clarification and additional information.
- 2<sup>nd</sup> Quarter 2018/2019 Flow Report – Manuel explained that in 2017 the average rainfall was 46 inches. In 2018 the average rainfall was 67 inches which is why you see the increase in flows.

**Superintendent's Report**  
**Mike Broyles Reported:**

- Although we had a wet April it was 53.5 mgd less than March for the month.
- Got the treatment plant back to single digits for the SS & BOD with 98% removal
- We had 3 odor complaints – 2 from Mr. Lauro and 1 from a new resident at 601 5<sup>th</sup> Street.
- We had the Custodian/Utility Men attend a Landscape Safety Class to give them a refresher
- Chuck and Mike attended a 15 hour OSHA Disaster Site Worker Outreach Training Program provided by NJUA JIF at Two Rivers Authority
- Eight employees attended a CPR, AED & Basic First Aid class down in Ocean Twsp.S.A.
- PT results were acceptable including the fecal coliform.

**TREASURER'S REPORT**

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

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

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

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

<b><u>INVESTMENT ACCOUNTS</u></b>	<b>Balance April 30, 2019</b>
Lakeland Bank-CD	\$ 1,024,014.14
Lakeland Bank-CD	\$ 1,005,677.78
Cash Management	\$ 7,135,108.21
TD Bank-CD	<u>\$ 3,000,000.00</u>
TOTAL INVESTMENT	\$ 12,164,800.13
<b>TD BANK</b>	
NJEIT Project Fund	\$ 151,695.98
NJEIT Project Fund #2	\$ 2,980,602.12
Incoming Revenue Account	\$ 2,875,649.30
Operating Regular Account	\$ 1,813,911.94
Operating Reserve Account	\$ 6,631,627.62
Operating Payroll Account	\$ 702,566.16
Debt Service Fund	<u>\$ 645,570.92</u>
TOTAL TD ACCOUNTS	\$ 15,801,624.04
TOTAL AUTHORITY ACCOUNTS	<b>\$ 27,966,424.17</b>

Detail of the 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>BRSA CHARGES</b>		<b><u>April 30, 2019</u></b>
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>
<b>TOTAL</b>	<b>\$</b>	<b>0.00</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	\$	0.00
Borough of Matawan	\$	0.00
Western Monmouth Utilities Authority	\$	0.00
Township of Aberdeen	\$	<u>0.00</u>
<b>TOTAL</b>	<b>\$</b>	<b>0.00</b>
<b>Balance of Rent Reserve Accounts as of April 30, 2019</b>		
Hazlet Township Sewerage Utility	\$	758,711.92
Township of Holmdel	\$	320,928.84
Borough of Union Beach	\$	195,996.10
Borough of Keyport	\$	298,770.92
Borough of Keansburg	\$	256,440.93
Borough of Matawan	\$	325,354.16
Western Monmouth Utilities Authority	\$	101,701.86
Township of Aberdeen	\$	<u>462,088.43</u>
<b>TOTAL</b>	<b>\$</b>	<b>2,719,993.16</b>

## PAYMENT OF REQUISITIONS

Chairman Whalen called for a **MOTION** - to approve payment of bills listed on:

Operating Fund Requisition No. 573 (Regular)		\$815,753.62
Payroll Account Requisition No. P221 (Payroll)		\$208,469.62
NJEIT Project Fund #2 Requisition #PF-33		\$ 16,240.86

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

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

## **APPROVAL OF MINUTES**

**Chairman Whalen** called for a **MOTION** to approve the following Minutes:  
Agenda Meeting Minutes of April 15, 2019  
Closed Session of April 15, 2019

OFFEDER BY: Commissioner Khachaturian, SECONDED BY: Commissioner Steiner, and carried by a unanimous vote recorded as follows:  
AYES: Commissioners Cavanagh, Khachaturian, McMullen, Steiner, Sutton and Chairman Whalen

## **PUBLIC PORTION**

**ANNOUNCEMENT** (by Chairman Whalen): 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.

**No one was present from the public.**

## **RESOLUTIONS**

### **RESOLUTION No. (60/19): To Accept the Six- (6) Month Flow Report for 2018/2019**

**WHEREAS**, R3M Engineering, Consulting Engineers for the Bayshore Regional Sewerage Authority, (“Authority”) have determined the quantity of sewage from each of the Towns and Authorities connected to the Authority’s system for the period September 26, 2018 to March 27, 2019 (First and Second Quarter of 2018/2019); 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 the Bayshore Regional Sewerage Authority hereby accepts the flow calculations, certified by R3M for the period September 26, 2018 to March 27, 2019 (First and Second Quarter of 2018/2019).

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

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

### **RESOLUTION No. (61/19): 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 \$4,119 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**, that the Commissioners of the Bayshore Reginal 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.

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

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

**RESOLUTION No. (62/19): To Declare Emergency Exists and hire B&R Welding for Repair of Main Pump Station Discharge Header Piping**

**WHEREAS**, on or about April 18, 2019 the Bayshore Regional Sewerage Authority (“Authority”) became aware that a section of the Main Pump Station (“MPS”) header piping was leaking; and

**WHEREAS**, the leak was a result of internal corrosion at the structural support area; and

**WHEREAS**, the Authority Maintenance staff made a temporary repair to slow the leak down; and

**WHEREAS**, upon discovering the leak, the Chief Engineer and Maintenance Superintendent declared this an emergency and invoked the State and Authority emergency procurement policies to secure pricing to make a permanent repair; and

**WHEREAS**, the pipe leak could not have been reasonably foreseen since sewage header piping cannot be inspected using the techniques employed in gravity sewer lines such as video inspection; and

**WHEREAS**, three (3) capable contractors who perform this type of work were contacted for pricing; and

**WHEREAS**, two (2) contractors submitted pricing within the required time period for the bypass pumping and header piping repair, BR Welding (“BRW”) in the amount of \$21,565.92 and Iron Hills Construction (“IHC”) in the amount of \$45,355; and

**WHEREAS**, the Engineering staff has reviewed the proposals and are recommending the project be awarded to BRW, in the amount not to exceed \$26,565.92, which includes a \$5,000 parts and repair allowance, if and where directed by the Owner; and

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

**NOW THEREFORE BE IT RESOLVED** that the Commissioners of the Bayshore Regional Sewerage Authority ratify the actions of the Chief Engineer to declare an emergency exists at the Main Pump Station header piping leak and to procure the Services of BR Welding of Howell, NJ for an amount not to exceed \$26,565.92, in accordance with their proposal dated May 2, 2019.

**BE IT FURTHER RESOLVED**, that the Certified Purchasing Agent is hereby authorized to publish any necessary notifications of award in the Asbury Park Press and on the Bayshore Regional Sewerage Authority's Website.

**BE IT FURTHER RESOLVED**, the Executive Director is hereby authorized to execute any necessary documents with the Department of Community Affairs.

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

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

**RESOLUTION No. (63/19): To Authorize Advertisement for RFQ 2019-03 Annual Cleaning and Video Inspection of the Authority Interceptor System**

**WHEREAS**, the Bayshore Regional Sewerage Authority ("Authority") has a need to clean and video inspect the sewage interceptor system on a periodic basis for a condition assessment and determination of necessary repairs; and

**WHEREAS**, the cleaning and video inspection of sanitary sewer interceptors is performed on a prioritized basis; and

**WHEREAS**, the Authority Staff has identified the highest priority sections in need of cleaning and video inspection for 2019; and

**WHEREAS**, a Request for Quotes (RFQ 2019-03) is being developed by the Authority Engineering Staff.

**NOW THEREFORE BE IT RESOLVED** that the Commissioners of Bayshore Regional Sewerage Authority authorize the Chief Engineer and Qualified Purchasing Agent to advertise for quotes for the Annual Cleaning and Video Inspection of the Authority Interceptor System on the Bayshore Regional Sewerage Authority's Website.

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

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

**RESOLUTION No. (64/19): To Adopt the Information Technology Practice Policy and Cyber Security Incident Response Plan and Claim Roadmap**

**WHEREAS**, cyber security risks associated with the use of technology by the Bayshore Regional Sewerage Authority ("Authority") and other government agencies will continue to increase with time; and

**WHEREAS**, the Authority desires to formalize its cyber security practices in order to consistently address, minimize and mitigate cyber security risks for all Authority departments; and

**WHEREAS**, the New Jersey Utility Authority Joint Insurance Fund ("NJUAJIF") has established a Model *Information Technology Practice Policy* and Model *Cyber Security Incident Response Plan and Claim Roadmap* as components of the NJMEL Cyber Risk Management Program ("Program"); and

**WHEREAS**, adoption of the Program will enhance and strengthen the Authority Cyber Risk Management and provide reimbursement of up to \$7,500 of deductible in the event of a claim; and

**WHEREAS**, the Authority desires to be in compliance with the highest level of competency inherent in the NJUAJIF "Minimum Technological Standards Certifications"

**NOW THEREFORE BE IT RESOLVED** that the Commissioners of the Bayshore Regional Sewerage Authority hereby adopt the *Information Technology Practice Policy* and *Cyber Security Incident Response Plan and Claim Roadmap* attached and made a part of this resolution.

**BE IT FURTHER RESOLVED** that the Executive Director is instructed to certify the highest level of Technological Standards and submit the certifications to the NJUAIJF to secure deductible reductions.

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

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

**RESOLUTION No. (65/19): To Approve Sanitary Sewer Connection Application to Nicholas Mariolis, Developer of Shore Point Motel – Phase 1**

**WHEREAS**, Nicholas Mariolis (“Developer”), is the project developer of a proposed Motel, located at 3360 State Route 35, further designated as Block 211, Lots 5 & 6.01 in the Township of Hazlet, with the building in Phase 1 will contain 17 rental rooms, which is calculated to be a 5 Equivalent Dwelling Units (“EDU’s”) Project; and

**WHEREAS**, the Developer has indicated they have received all local approvals including local sanitary sewer approval; and

**WHEREAS**, the project is expected to generate 1,020 gallons per day of wastewater; and

**WHEREAS**, the Bayshore Regional Sewerage Authority (“Authority”) Chief Engineer has reviewed the Developers application and is recommending sanitary sewer connection approval; and

**WHEREAS**, the Developer has paid the connection fee of \$25,180.00.

**NOW THEREFORE BE IT RESOLVED** that the Commissioners of the Bayshore Sewerage Authority hereby grants sanitary sewer approval to Nicholas Mariolis, Developer of Shore Point Motel – Phase 1 for the above referenced project.

**BE IT FURTHER RESOLVED** that the Developer must properly maintain its sanitary sewer system in accordance with the Bayshore Regional Sewerage Authority Rules and Regulations.

**BE IT FURTHER RESOLVED** that this approval is good for a one-year period.

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

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

**RESOLUTION No. (66/19): To Approve Holmdel Township Schools for Various Additions and Alterations and the Construction of a New Sanitary Sewer Pumping Station and Force Main**

**WHEREAS**, Holmdel Township Schools (“Applicant”), is the applicant of Various Additions and Alterations and a new proposed sanitary sewer pumping station and force main, located at Holmdel High School and Satz Middle School Campus, 36 Crawfords Corner Road, further designated as Block 26, Lot 4 & 5.01 in the Township of Holmdel; and

**WHEREAS**, the Applicant has indicated they have received all local approvals including local sanitary sewer approval; and

**WHEREAS**, the project is not expected to increase the current flows from the Applicant; and



**WHEREAS**, the Bayshore Regional Sewerage Authority (“Authority”) Staff Engineer has reviewed the application and is recommending approval of the construction of the new sanitary sewer pumping station and force main; and

**WHEREAS**, the Applicant has paid the review fee of \$687.44; and

**NOW THEREFORE BE IT RESOLVED** that the Bayshore Regional Sewerage Authority hereby grants approval to the Holmdel Township Schools on the construction of the new sanitary sewer pumping station and force main.

**BE IT FURTHER RESOLVED** that the Executive Director is hereby authorized to execute any Statement of Consent documents required by the New Jersey Department of Environmental Protection upon payment of all aforementioned fees.

**BE IT FURTHER RESOLVED** that the Applicant must properly maintain its sanitary sewer system, including the pumping station and force main in accordance with the Bayshore Regional Sewerage Authority Rules and Regulations.

**BE IT FURTHER RESOLVED** that this approval is good for a one-year period.

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

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

**RESOLUTION No. (67/19): To Approve Non-Fair and Open Purchase of Incline Screw for Grit System No. 3**

**WHEREAS**, the Bayshore Regional Sewerage Authority is in need of a new incline screw for Grit System No. 3; and

**WHEREAS**, Grit System No. 3 consists of multiple interconnected components, of which the incline screw is one component; and

**WHEREAS**, the manufacturing of a replacement inclines screw must meet the original design in order to adequately function in coordination with multiple other components; and

**WHEREAS**, Fairfield Conveyor Service of Michigan City Indiana holds the design of the incline screw and has provided the Authority with a price of \$26,263.82 to manufacture and deliver a new incline screw capable of interconnecting with the multiple components making up Grit System No. 3; and

**WHEREAS**, the purchase of parts and or service the cost of which exceeds \$17,500 without competitive quotes or bids can only be affected by resolution of the governing body and completion of the Authority Pay-To-Play forms; and

**WHEREAS**, the Authority Maintenance Superintendent has reviewed the price of the incline screw and considering the interconnected nature of the other components which will remain unchanged has found the cost to be reasonable; and

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

**NOW THEREFORE BE IT RESOLVED**, that the Commissioners of the Bayshore Regional Sewerage Authority hereby approve the purchase of a newly manufactured incline screw for grit system no.3 from Fairfield Conveyor Service of Michigan City Indiana at a price of \$26, 263.82.

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

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

**RESOLUTION No. (68/19): To Hire Daniel DeRose as a Summer Intern in the Engineering Department**

**WHEREAS**, the Bayshore Regional Sewerage Authority (“Authority”) is in need of summer assistance in the Engineering Department to advance our Asset Management and GIS system goals; 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 qualified students for summer employment to assist the engineering department with specific engineering projects; and

**WHEREAS**, the Authority advertised with the Career Development Department at Rutgers, New Jersey Institute of Technology and Ramapo College and received 18 resumes for the positions; and

**WHEREAS**, the Authority interviewed 5 candidates and found 2 most qualified candidates for the positions; and

**WHEREAS**, the Authority Chief Engineer and Staff Engineer recommend Daniel DeRose of Old Bridge, NJ, a Chemical Engineering Student at Rutgers University to fill the position of summer intern to work on the Authority Asset Management System; and

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

**NOW THEREFORE BE IT RESOLVED**, that the Commissioners of the Bayshore Regional Sewerage Authority hereby hire Mr. Daniel DeRose of Old Bridge, NJ as a summer intern to work in the Authority Engineering Department at a rate of \$15 per hour commencing May 27<sup>th</sup> and ending no later than the last week of August, 2019.

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

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

**RESOLUTION No. (69/19): To Hire Gabriel Reis as a Summer Intern in the Engineering Department**

**WHEREAS**, the Bayshore Regional Sewerage Authority (“Authority”) is in need of summer assistance in the Engineering Department to advance our Asset Management and GIS system goals; 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 qualified students for summer employment to assist the engineering department with specific engineering projects; and

**WHEREAS**, the Authority advertised with the Career Development Department at Rutgers, New Jersey Institute of Technology and Ramapo College and received 18 resumes for the positions; and

**WHEREAS**, the Authority interviewed 5 candidates and found 2 most qualified candidates for the positions; and

**WHEREAS**, the Authority Chief Engineer and Staff Engineer recommend Gabriel Reis of Elizabeth, New Jersey, a mechanical engineering student at Rutgers University, to fill the position of summer intern to work on the Authority GIS System; and

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

**NOW THEREFORE BE IT RESOLVED**, that the Commissioners of the Bayshore Regional Sewerage Authority hereby hire Mr. Gabriel Reis of Elizabeth, NJ as a summer intern to work in the Authority Engineering Department at a rate of \$15 per hour commencing May 27<sup>th</sup> and ending no later than the last week of August, 2019.

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

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

Chairman Whalen called for a **MOTION** to hire Hazen & Sawyer to assist in the Blower in an amount not to exceed \$10,000.

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

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

Chairman Whalen called for a **MOTION** to authorize the advertisement for bids for the removal of Grit & Screening.

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

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

Mr. Fischer reported that while Mrs. DuBey was reconciling the bank accounts she noticed that the Operating Account had a debit in the amount of \$252.50. The charge was a transposition of account number by someone with an account very similar to ours. We subsequently put on an ACH Block except for approved monthly ACH charges.

Mr. Fischer informed the Commissioners of work being done on Pine and 8<sup>th</sup> Street in Union Beach – a leak was repaired and we were asked to repave the area. Mr. Fischer asked for estimates from the Boro.

## **PUBLIC PORTION**

Chairman Whalen announced: 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.

**No one was present from the public.**

## **ADJOURNMENT**

ANNOUNCEMENT (by Chairman Whalen):

The next Regular Meeting of the BRSA Regular Meeting of the Bayshore Regional Sewerage Authority will be held on Monday, June 17, 2019. All meetings are held at 7:00 PM in the Administration Building at 100 Oak Street, Union Beach, NJ.

At 7:50 P.M., Chairman Whalen calls 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 Cavanagh, Khachaturian, McMullen, Steiner, Sutton and Chairman Whalen

Respectfully Submitted,  
Susan A. DuBey  
Administrative Assistant