

MINUTES FOR
REGULAR MEETING
MONDAY, JANUARY 27, 2020

At 7:00 P.M., Chairman Whalen makes the following announcement:

The 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, Sutton, Russo and Chairman Whalen

Also In Attendance: Peter Canal, Executive Director
J. Michael Broyles, Superintendent
Thomas Petti, P.E., Principal Engineer
John Napolitano, General Counsel
Manuel Ponte, P.E., Consulting Engineer
Susan DuBey, Administrative Assistant

Reports

Executive Directors Report

Pete Canal Reported:

- AEA – Spring Conference March 10th & 11th
- Power Distribution System – Contract 81S – near completion, working on punch list, site cleanup & one Change Order to be submitted at February Meeting. Requisition #7 in the amount of \$202,953 was submitted to I-Bank for reimbursement.
- Employee training took place on January 16th.
- Power Resiliency Generation Project – Contract 114S – Basis of Design Draft Report (BODR) was received and reviewed. Next step is to revise the BODR and schedule a meeting with MCBOA and FEMA. Once approved HDR will proceed with completing 25% design for submission to FEMA & NJOEM. Estimated cost is \$18.7M.
- Energy Aggregation Group **Pump Station** portion had to be re-bid due to an error in the low bidders Bid. The second low bidder could not hold their bid price so a rebid was on Jan. 24th and low bid is 8% lower than current price.

- At December's meeting funds were earmarked as Restricted Funds for emergency and capital projects for the next 5 years. The cash report highlights the restricted accounts.
- Staff Engineer position has been advertised. Resumes were received and interviews will be held.
- Computer Tech position has also been advertised.
- Non-Fair and Open Pay to Play Policy for Professional Contracts – prohibits professionals from making political contributions one year prior & during their contract with BRSA. If the Board agrees to continue, I will ask the Professionals to submit their proposals.
- On Dec. 11th the staff met with Trinity Consultants to discuss evaluating odors at the plant and they submitted a proposal in the amount of \$27,700.
- Replacement of 2 (2013) vehicles with 2 (2020) vehicles are on for approval tonight and has been already accounted for in our 2020 Budget.

Principal Engineer Report

Tom Petti Reported:

- Concentration Tank Rehab is almost complete and will start up next week. One Change Order was submitted. Rich Craine, Project Manager for PS&S is here to present a power point to explain the Change Order. The amount of the Change Order is \$138,068.49.
- Virginia Avenue Sewer Rehab – Contract 112 - received three bids that were opened Jan. 9th. Bid amount were from \$247,000 to \$342,665. Low bidder, Standard Pipe Services had a fatal defect in the bid, went to the second low bidder, North American Pipeline Services in the amount of \$295,573.
A proposal was submitted by Jacobs Engineering Group, Inc. of Morristown, NJ for the Construction Administration and Inspection services in the amount of \$58,300.
- Annual Standby Repair & Services – Contract 110 – One bid received and opened on Jan. 8th from CRS Contractors Inc. of Colts Neck, NJ in the amount of \$352,602.74.
- Furnishing and Delivery of Sodium Hypochlorite - Contract #115 – 2-year Contract - 4 bids received and opened on Jan. 16th. Bid ranged from \$416,400 to \$594,000, lowest bid went to JCI Jones Chemical in the amount of \$416,400.
- Furnishing & Delivery of Bioxide - Contract #116 – 2 Year Contract – One bid received and opened on Jan. 16th. Only bid went to Evoqua Water Technologies in the amount of \$61,200.
- Requesting to advertise RFQ for Generator Inspection, Service & Repair for a 2-year period
- Requesting to advertise RFQ for Jet Vacuuming Services for a 1-year period.
- Received a proposal from Chavond Barry in the amount of \$67,000 for 2020 Annual Stack test on the NIRO Incinerator in the first week of April.
- Trinity Consultants of Princeton, NJ – Odor Identification & Mitigation study in the amount of \$27,700, where Tom discussed the scope of work and schedule.

Consulting Engineer – R3M

Manuel Ponte Reported:

- New Storage Facility moving well, main area almost complete. Roy has been moving stuff in already. Now they are working on the records room. Completion is scheduled for the middle of February.
- The 2019 inspection of the Plant and Collection System is complete and a report is being written up and will be reviewed by the staff.
- Condition-Assessment and planning for Internal Inspections of Force Mains.
- Rower Resiliency System-reviewed Basis of Design draft prepared by HDR and submitted comments to BRSA staff.

- Prepared the 1st Quarter 2019-2020 Flow Report. Dry quarter so flows are down a little.

Superintendent’s Report

Mike Broyles Reported:

- Despite a dry quarter we had a wet month. The flow in December was 35% higher than November.
- Effluent quality remains good at 98%
- Incinerator planned shut-down for Chavond Barry is inspect all the air pollution control equipment.
- Chuck Theodore presented training on Stormwater Pollution Prevention Plan and Anti-Harassment Policy.
- Professional Health Services completed the hearing test, Pulmonary Function and Respirator Fit tests.
- We had several odor complaints consistent with the wind direction and speed. Mrs. Montalbano sent a email about the odor and dates but did not call in.
- CEI responded to the Notice of Violation (NOV) for a high Ph level. They are unable to determine the cause, employees were retrained on Housekeeping procedures.
- Stack test is scheduled for the week of April 6th by Chavond Barry with BRSA’s staff.
- Several Odor Control Towers have been acid washed by staff.

TREASURER’S REPORT

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

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

	Balance December 31, 2019
<u>UNRESTRICTED INVESTMENTS</u>	
Lakeland Bank-CD#1	\$ 1,042,505.50
Lakeland Bank-CD#2	<u>\$ 1,023,846.62</u>
TOTAL UNRESTRICTED INVESTMENTS	\$ 2,066,352.12
<u>TD BANK UNRESTRICTED CASH</u>	
Incoming Revenue Account	\$ 8,565.71
Operating Regular Account	\$ 2,026,765.07
Operating Reserve Account	\$ 7,919,644.39
Operating Payroll Account	<u>\$ 676,742.61</u>
TOTAL UNRESTRICTED CASH	\$10,631,717.78
TOTAL UNRESTRICTED CASH & INVESTMENTS	\$12,698,069.90
<u>RESTRICTED INVESTMENT</u>	
Cash Management	\$ 7,237,466.08
TD Bank-CD	<u>\$ 3,000,000.00</u>
TOTAL RESTRICTED INVESTMENTS	\$10,237,466.08
<u>RESTRICTED CASH</u>	
NJEIT Project Fund	\$ 343,258.60
NJEIT Project Fund #2	\$ 2,936,167.06
Bond Service Fund	<u>\$ 692,592.81</u>
TOTAL RESTRICTED CASH	\$ 3,972,018.47
TOTAL RESTRICTED CASH & INVESTMENTS	<u>\$14,209,484.55</u>

TOTAL AUTHORITY ACCOUNTS**\$26,907,554.45**

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

	Balance	
	<u>December 31, 2019</u>	
BRSA 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	\$	0.00
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	\$	0.00
TOTAL	\$	0.00
RENT RESERVE ACCOUNTS as of November 30, 2019		
Hazlet Township Sewerage Utility	\$	762,063.84
Township of Holmdel	\$	322,346.68
Borough of Union Beach	\$	196,861.99
Borough of Keyport	\$	300,090.86
Borough of Keansburg	\$	257,573.86
Borough of Matawan	\$	326,791.55
Western Monmouth Utilities Authority	\$	102,151.17
Township of Aberdeen	\$	464,129.89
TOTAL	\$	2,732,009.84

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

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

PAYMENT OF REQUISITIONS

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

Operating Fund Req. No. 581 (Regular)	\$785,090.36
Payroll Account Req. No. P 228 (Payroll)	\$263,410.28
NJEIT Project Fund #2 Req. #PF-41	\$ 90,049.23

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

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

APPROVAL OF MINUTES

Chairman Whalen calls for a **MOTION** to approve the following Minutes:

Agenda Meeting Minutes of December 16, 2019

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

AYES: Commissioners Cavanagh, Khachaturian, McMullen, Sutton, Russo 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. As a courtesy to all, please be mindful of limiting your comments to 5 minutes.

Mr. Sam Lauro of 9th St., Union Beach stated he was upset about the odors that were coming from the plant and was under the impression that Trinity Technology was already at the plant to evaluate the source of the odors. Mr. Lauro was told that a Resolution for a contract with Trinity Tech. was on the Agenda tonight. Mr. Charles Hoffman, Florence Ave., Hazlet asked (Resolution #04/20) if this service is for the new generators. Mike Broyles told him it was for the existing generators.

RESOLUTIONS

RESOLUTION (01/20): To Award Contract #112 Virginia Avenue Interceptor Sewer Rehabilitation Project to American Pipeline Services, LLC in the amount of \$295,573.00

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) owns and operates an interceptor sewer in the Township of Hazlet that is in need of rehabilitation; and

WHEREAS, there is a sag in the sewer interceptor pipe located in the Virginia Avenue Easement that needs to be evaluated and repaired; and

WHEREAS, the Authority contracted with Jacobs Engineering Group, Inc. to design the Virginia Avenue Sewer Interceptor Rehabilitation Project, Contract 112 by Resolution #91/18; and

WHEREAS, in accordance with Local Public Contracts Law, the Authority advertised for the Virginia Avenue Sewer Interceptor Rehabilitation Project and three (3) sealed bids were received and publicly opened on January 9, 2020 at 2:00 P.M., with the low bidder being Standard Pipe Services LLC of Newark, DE with a bid of \$247,000.00; and

WHEREAS, the Authority Attorney has recommended that Standard Pipe Services' bid be rejected as the company's Public Works Contractor Registration is expired and there are discrepancies in its ownership disclosure information; and

WHEREAS, North American Pipeline Services LLC of Freehold, NJ was the second low bidder with a bid of \$295,573.00; and

WHEREAS, the Authority Attorney, Jacobs Engineering and the Authority Engineer and staff are recommending an award to North American Pipeline Services LLC in the amount of \$295,573.00; and

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

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Authority that North American Pipeline Services LLC is hereby awarded Contract #112, Virginia Avenue Sewer Interceptor Rehabilitation Project in the amount of \$295,573.00 in accordance with the terms and conditions of the bid and Contract Documents.

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

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

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

RESOLUTION (02/20): To Award Contract #110 Annual Standby Repair and Service Contract to CRS Contractors, Inc. in the amount of \$352,602.74

WHEREAS, the Bayshore Regional Sewerage Authority ("Authority") owns and operates a Wastewater Treatment Plant and Collection System that includes three Pumping Stations; and

WHEREAS, there is a need to have a standby Contractor for repair and service work; and

WHEREAS, the Authority Engineering staff developed a Contract and technical specifications for an Annual Standby Repair and Service Contract; and

WHEREAS, in accordance with Local Public Contracts Law, the Authority advertised for the Annual Standby Repair and Service Contract and one (1) sealed bid was received and publicly opened on January 8, 2020 at 2:00 P.M. with the low bidder being CRS Contractors Inc., of Colts Neck, NJ with a bid of \$352,602.74; and

WHEREAS, the Authority Attorney and the Authority Engineer and staff have reviewed the bids and are recommending award to the lowest responsive, responsible bidder, CRS Contractors Inc. from Colts Neck, NJ in the amount of \$352,602.74; and

WHEREAS, in accordance with NJAC 5:30-5.4(a)(3), the Authority certifies the availability of funds in the Unrestricted Net Position of the Authority Capital Budget, to cover the maximum dollar value of the pending Contract as set forth in the Resolution; and

NOW THEREFORE BE IT RESOLVED the Commissioners of the Bayshore Regional Sewerage Authority that CRS Contractors Inc. of Colts Neck, NJ is hereby awarded Contract #110 Annual Standby Repair and Service Contract in the amount of \$352,602.74 in accordance with the terms and conditions of the bid and Contract Documents.

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

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

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

RESOLUTION (03/20): To Award Change Order No. 1, in the amount of \$138,068.49 to Spectraserv, Inc. for Contract #106, Sludge Concentration Tank Rehabilitation Project

WHEREAS, the Bayshore Regional Sewerage Authority (Authority) owns and operates four (4) sludge Concentration Tanks for conveyance and disposal of sludge; and

WHEREAS, in accordance with Local Public Contract Law, Spectraserv, Inc., was awarded Contract No. 106 Sludge Concentration Tank Rehabilitation Project by Resolution No. 123/18 in the amount of \$3,439,000; and

WHEREAS, there is a need to amend the Contract for a change in scope of the base work due to unforeseen conditions including additional material changes, grout removal credits, OIT upgrades, sludge blanket meters and associated PLC upgrades required as detailed in the Change Order No. 1 document, dated December 20, 2019; and

WHEREAS, the Authority and its Consulting Engineer, PS&S, have prepared Change Order No. 1 to amend the Contract, in the amount of \$138,068.49; and

WHEREAS, in accordance with N.J.S.A. 5:30-5.4 (a) (3), the Authority certifies the availability of funds in the Sludge Concentration Tank Improvements line item of the Authority Capital Budget, to cover the maximum dollar value of the pending contract set forth in this Resolution.

NOW THEREFORE BE IT RESOLVED the Commissioners of the Bayshore Regional Sewerage Authority approve Change Order No. 1 for Spectraserv, Inc., in the amount of \$138,068.49, increasing the total Contract value to \$3,577,068.49.

BE IT FURTHER RESOLVED, the Executive Director is hereby authorized to execute any necessary documents to approve this Change Order.

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

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

RESOLUTION (04/20): To Authorize Advertisement for RFQ 2020-01 Generator Inspection, Service & Repair for a Two (2) Year Period

WHEREAS, the Bayshore Regional Sewerage Authority (Authority) owns and maintains three (3) emergency diesel generators for standby power; and

WHEREAS, there is a need for a service Contract for generator inspection, service and repair; and

WHEREAS, a Request for Quotes (RFQ 2020-01) is being developed by the Authority Engineering Staff; and

WHEREAS, in accordance with N.J.S.A. 5:30-5.4 (a) (3), the Authority certifies the availability of funds in the Service Contract line item of the Authority Operating Budget, to cover the maximum dollar value of the pending Contract as set forth in the resolution; and

NOW THEREFORE BE IT RESOLVED the Commissioners of the Bayshore Regional Sewerage Authority authorize the Principal Engineer and Qualified Purchasing Agent to advertise for quotes for RFQ 2020-01, Generator Inspection, Service & Repair for a Two (2) Year Period on the Authority Website.

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

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

RESOLUTION (05/20): To Award Engineering Services During Construction for the Virginia Avenue Sewer Interceptor Rehabilitation Project to Jacobs Engineering Group, Inc., in the amount of \$58,300.00

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) owns and operates an interceptor sewer in the Township of Hazlet that is in need of rehabilitation; and

WHEREAS, there is a sag in the sewer interceptor pipe located in the Virginia Avenue Easement that needs to be evaluated and repaired; and

WHEREAS, through Resolution 91/18, the Authority contracted with Jacobs Engineering Group, Inc., of Morristown, NJ for the engineering design services for the Virginia Avenue Sewer Interceptor Rehabilitation Project; and

WHEREAS, Jacobs Engineering Group, Inc. submitted an engineering construction management and inspection services proposal for the Virginia Avenue Sewer Interceptor Rehabilitation Project, Contract No. 112, dated January 6, 2020, in the amount of \$58,300; and

WHEREAS, the Executive Director and Principal Engineer have reviewed the proposal and find it to be fair and reasonable; and

WHEREAS, in accordance with NJAC 5:30-5.4(a)(3), the Authority certifies the availability of funds in the Virginia Ave Repair line item of the Authority Capital Budget, 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 approve the proposal for Engineering Services During Construction for the Virginia Avenue Sewer Interceptor Rehabilitation Project, in the amount of \$58,300 to Jacobs Engineering Group, Inc., of Morristown, NJ in accordance with the terms and conditions of the proposal dated January 6, 2020.

BE IT FURTHER RESOLOVED that the Chairman and Secretary are hereby authorized to execute the contract agreement with Jacobs Engineering Group, Inc., of Morristown, NJ.

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

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

RESOLUTION (06/20): To Authorize Advertisement for RFQ 2020-02 Jet Vacuuming Services of the BRSA Plant & Collection System on a Regular & Emergency Basis for a One (1) Year Period

WHEREAS, the Bayshore Regional Sewerage Authority (Authority) owns and maintains a Wastewater Treatment Facility and Interceptor Sewer Collection System; and

WHEREAS, there is a need for a service Contract for Jet Vacuuming and Cleaning services for the Treatment Plant and Collection System on a Regular and Emergency Basis; and

WHEREAS, a Request for Quotes (RFQ 2020-02) is being developed by the Authority Engineering Staff; and

WHEREAS, in accordance with N.J.S.A. 5:30-5.4 (a) (3), the Authority certifies the availability of funds in the Service Contract line item of the Authority Operating Budget, 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 authorize the Principal Engineer and Qualified Purchasing Agent to advertise for quotes for RFQ 2020-02, Jet Vacuuming Services of the BRSA Plant & Collection System on a Regular & Emergency Basis for a One (1) Year Period on the Authority Website.

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

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

RESOLUTION (07/20): To Award Contract #116-O for Furnishing and Delivery of Bioxide for a Two (2) Year Period to Evoqua Water Technologies, LLC for an amount not to exceed \$61,200.00

WHEREAS, in accordance with Local Public Contracts Law, Bayshore Regional Sewerage Authority (“Authority”) had advertised and received bids at 2:30 P.M. on Thursday, January 16, 2020, for the Furnishing and Delivery of Sodium Hypochlorite for a Two (2) Year Period beginning on February 26, 2020; and

WHEREAS, one (1) bid was publicly opened and read aloud, with the lowest responsible responsive bidder being Evoqua Water Technologies, LLC of Sarasota, FL having submitted as unit price of \$2.55 per gallon for a two (2) year total of \$61,200.00; and

WHEREAS, this contract shall not exceed \$61,200.00 without prior Authority approval; and

WHEREAS, the Qualified Purchasing Agent, Authority Engineer and Attorney have reviewed the bid and are recommending award of the Contract to Evoqua Water Technologies, LLC of Sarasota, FL; and

WHEREAS, in accordance with NJAC 5:30-5.4(a)(3), the Authority certifies the availability of funds in the Chemical line item of the Authority Operating Budget, 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 that Evoqua Water Technologies, LLC of Sarasota, FL is hereby awarded Contract #116-O for Furnishing and Delivery of Bioxide for a Two (2) Year Period, in the amount of \$61,200.00 in accordance with the terms and conditions of the bid and Contract Documents.

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

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

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

RESOLUTION (08/20): To Award Contract #115-O for Furnishing and Delivery of Sodium Hypochlorite for a Two (2) Year Period to JCI Jones Chemical, Inc. for an amount not to exceed \$416,400.00.

WHEREAS, in accordance with Local Public Contracts Law, Bayshore Regional Sewerage Authority (“Authority”) had advertised and received bids at 2:00 P.M. on Thursday, January 16, 2020, for the Furnishing and Delivery of Sodium Hypochlorite for a Two (2) Year Period beginning on February 25, 2020; and

WHEREAS, four (4) bids were publicly opened and read aloud, with the lowest responsible responsive bidder being JCI Jones Chemical, Inc. of Sarasota, FL having submitted as unit price of \$0.694 per gallon for a two (2) year total of \$416,400.00; and

WHEREAS, this contract shall not exceed \$416,400.00 without prior Authority approval; and

WHEREAS, the Qualified Purchasing Agent, Authority Engineer and Attorney have reviewed the bids and are recommending award of the Contract to JCI Jones Chemical, Inc. of Sarasota, FL; and

WHEREAS, in accordance with NJAC 5:30-5.4(a)(3), the Authority certifies the availability of funds in the Chemical line item of the Authority Operating Budget, 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 that JCI Jones Chemical, Inc. of Sarasota, FL is hereby awarded Contract #115-O for Furnishing and Delivery of Sodium Hypochlorite for a Two (2) Year Period, in the amount of \$416,400.00 in accordance with the terms and conditions of the bid and Contract Documents.

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

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

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

RESOLUTION (09/20): To Purchase Two (2) 2020 Police Interceptor Utility AWD by NJ State Contract from Winner Ford of Cherry Hill, NJ, for a total amount of \$69,104.00

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) is in need of two (2) new Police Interceptor Utility AWD vehicles to replace the two 2013 vehicles driven by the Executive Director and Superintendent; and

WHEREAS, the Authority can purchase equipment under State Contract without competitive bidding in accordance with the Local Public Contract Law; and

WHEREAS, Chas S Winner Inc., DBA Winner Ford of Cherry Hill, NJ has two (2) Police Interceptor Utility AWD vehicles, under State Contract No. 88728, in the amount of \$34,552.00 each; and

WHEREAS, the Authority staff find the State Contract price to be lower than similar offers; 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 of the Authority Capital Budget, 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 award the Contract for the purchase of two (2) 2020 Police Interceptor Utility AWD vehicles to Chas S Winner Inc., DBA Winner Ford of Cherry Hill, NJ in accordance with the terms and conditions of their State Contract, in the amount not to exceed \$34,552.00 each.

BE IT FURTHER RESOLVED, the Chairman and Secretary is hereby authorized to execute any necessary documents to award the contract to Chas S Winner Inc., DBA Winner Ford of Cherry Hill, NJ.

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

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

RESOLUTION (10/20): To Award Contract to Perform Annual Stack Test of NIRO Incinerator to Chavond-Barry Engineering Corp., in the amount of \$67,000.00

WHEREAS, the Bayshore Regional Sewerage Authority (Authority) owns and operates a NIRO Fluidized Bed Incinerator regulated by the State and Federal Government under an Air Pollution Control Operating Permit otherwise known as Title V permit (“the permit”); and

WHEREAS, the Authority last completed a performance test on the NIRO incinerator on April 1-4, 2019 and must conduct the next test between March 1st and May 1st to remain in compliance with the permit; and

WHEREAS, the firm of Chavond-Barry Engineering Corp. (“CBE”), the Authority’s Consulting Incinerator Engineers has submitted a proposal to conduct a stack test on April 6, 2020 using Gammie Air as the Stack testing company; and

WHEREAS, the Authority has reviewed the proposal submitted by CBE dated January 17, 2020 in the amount of \$67,000.00 and has found it reasonable for the services to be provided and consistent with prior stack testing costs; and

WHEREAS, in accordance with NJSA 40A-11.5 the Authority may award a Contract which exceeds the bid threshold without public advertising of bids if the subject matter thereof consists of Professional Services; 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 of the Authority Operating Budget, to cover the maximum dollar value of the pending Contract set forth in this Resolution.

NOW THEREFORE BE IT RESOLVED the Commissioners of the Bayshore Regional Sewerage Authority hereby award the Contract for Annual Stack Test of NIRO Incinerator to Chavond-Barry Engineering Corp., at the not to exceed amount of \$67,000.00 in accordance with the terms and conditions of its correspondence dated January 17, 2020.

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

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

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

RESOLUTION (11/20): To Award Engineering Services for the Treatment Plant Odor Evaluation to Trinity Consultants in the amount of \$27,700.00

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) owns and operates a 16 million gallon per day secondary wastewater treatment facility in Union Beach NJ; and

WHEREAS, all the Authority treatment processes are covered and have chemical scrubbers to treat odors; and

WHEREAS, over the last two (2) years, all the Authority treatment plant odor control systems have been rehabilitated and are working in accordance with manufacturers specifications; and

WHEREAS, the Authority has received and documented several odor complaints from local residents; and

WHEREAS, the Authority desires to be a good neighbor and take a proactive approach to evaluating and addressing the odor complaints; and

WHEREAS, the Authority has met with odor experts and determined the best approach at this time is to perform a plant wide odor control evaluation to identify any potential odor sources and provide corrective actions; and

WHEREAS, the Authority has solicited a proposal from Trinity Consultants of Princeton, NJ for the engineering services for a plant wide odor evaluation, dated January 17, 2020, in the amount of \$27,700; and

WHEREAS, the Executive Director and Principal Engineer have reviewed the proposal and find it to be fair and 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 major Projects Repair Line Item of the Authority Operating Budget, to cover the maximum dollar value of the pending contract set forth in this Resolution.

NOW THEREFORE BE IT RESOLVED the Commissioners of the Authority hereby approve the proposal for Engineering Services for the Authority Odor Evaluation, in the amount of \$27,700 to Trinity Consultants of Princeton, NJ in accordance with the terms and conditions of the proposal dated January 17, 2020.

BE IT FURTHER RESOLVED, the Executive Director is hereby authorized to execute the contract agreement with Trinity Consultants of Princeton, NJ.

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

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

RESOLUTION No. (12/20): To Accept the First Three (3) Month Flow Report for 2019/2020

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 25, 2019 to December 26, 2019 (First Quarter of 2019/2020); 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 Commissioners of the Bayshore Regional Sewerage Authority hereby accept the flow calculations, certified by R3M for the period September 25, 2019 to December 26, 2019 (First Quarter of 2019/2020).

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

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

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. As a courtesy to all, please be mindful of limiting your comments to 5 minutes.

Mr. Charles Hoffman, Florence Ave., Hazlet informed the Board that he read an article in the NJ Times about current administration modify discharge to the waters from plants. How many regulations are directly Federal Regulations?

John Napolitano stated that all regulations are Federal and handed down to the DEP for enforcement. NJDEP can not go below a Federal Regulation but it could be stricter.

EXECUTIVE SESSION

Chairman Whalen called for a MOTION to go into Closed Session at 8:05 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 McMullen, SECONDED BY: Commissioner Sutton, and carried by a unanimous voice vote recorded as follows:

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

EXECUTIVE SESSION MINUTES ARE RECORDED SEPERATELY

END CLOSED SESSION

Chairman Whalen called for a **MOTION** to End Closed Session and Re-Open the Regular Meeting @8:30 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, Russo, Sutton and Chairman Whalen

13. RESOLUTION (13/20): To Approve the Payment of Accrued Days Owed to Robert C. Fischer at Retirement of Employment

WHEREAS, On December 31, 2019 Executive Director Robert C. Fischer officially retired from the Bayshore Regional Sewerage Authority("Authority"); and

WHEREAS, the Authority Policy provides payout at retirement of any remaining Vacation, Time Owed and Personal Days; and

WHEREAS, Mr. Fischer's remaining Personal Days, Time Owed and Vacation benefits have been calculated and recorded in a memorandum submitted by Susan DuBey, Human Resources Administrator to Mr. Peter Canal, Executive Director, dated January 21, 2020; and

WHEREAS, the Executive Director has reviewed the calculated time owed and finds the calculation of Vacation Days (32 hours), Personal Days (26 hours) and Time Owed (21.5 hours); and

WHEREAS, in accordance with NJAC 5:30-5.4(a)(3), the Authority certifies the availability of funds in the Executive Director Salary line item of the Authority Operating Budget, 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 accept the retirement of Robert C. Fischer and authorize the payment of remaining Personal, Vacation Days and Time Owed to Robert C. Fischer as detailed in the attached memorandum dated January 21, 2020 in the amount of \$6,497.54.

(Attachment on file in the Administrative Offices of the Authority)

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

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

14. RESOLUTION (14/20): (TABLED)

Chairman Whalen called for a **MOTION** to extend the Probationary Period for Aina Yadav

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

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

ADJOURNMENT

ANNOUNCEMENT (by Chairman Whalen):

The B.R.S.A. Reorganization Meeting is scheduled for Monday, February 24, 2020, at 7:00 P.M. immediately followed by the Regular Meeting. All meetings take place in the Administration Building of the Authority located at 100 Oak Street, Union Beach, NJ 07735.

At 8:32 P.M., Chairman Whalen called for a **MOTION** to Adjourn the meeting.

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

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

Respectfully Submitted:

Susan DuBey
Administrative Assistant