

MINUTES FOR
REGULAR MEETING (via Zoom)
MONDAY, July 19, 2021

At 7:01 P.M., Chairman Sutton made the following announcements:

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.

Remote Public Meeting

STATEMENT READ AT BEGINNING OF THE REMOTE MEETING

The meeting of July 19, 2021 of the Bayshore Regional Sewerage Authority is being held remotely at 7PM and is being recorded due to the COVID-19 pandemic and is in compliance with the provisions of Executive Orders 103 and 104; the Open Public Meetings Act; and N.J.A.C. 5:39-1.1 to 1.7.

The meeting will be accessible via phone or by computer:

Dial in by telephone without a computer at **(646) 518-9805** or **(646) 876-9923**

Meeting PIN **435470**

Connect via your internet connected device at: <https://us02web.zoom.us/j/89866994932>

Meeting PIN **435470**

Meeting #869 7968 6412 PIN **435470** at <https://zoom.us/join>

Find your local number: <https://us02web.zoom.us/u/kbmvJoQQiV>

During the public comment period, if you would like to make a public comment, please press the “Raise Hand” button on Zoom or dialing *9 on your telephone keypad to raise your hand. A representative of the Authority will address you by name or by the last 4 digits of your telephone number to state your comment. The Authority will unmute your microphone. You must state your name and address prior to making a public comment. You may also mute and unmute yourself by pressing the microphone icon on Zoom or dialing *6 on your telephone keypad. The Authority will not accept comments made through the “chat” feature available on Zoom remote meetings.

Members of the public are also permitted to submit written comments prior to the meeting via mail or e-mail, which will be read during the public comment period.

Chairman Sutton asked all in attendance to stand for the Pledge of Allegiance and a Moment of Silence for the safety of US Troops all over the world.

Chairman Sutton called for a roll call via Zoom:

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

Also, in attendance: Peter Canal, Executive Director
Via Zoom J. Michael Broyles, Superintendent
Thomas Petti, P.E., Principal Engineer
John Napolitano, Esq. General Counsel
Manuel Ponte, P.E. Consulting Engineer
Victoria DuDasko, HR/Admin. Assistant
Carlos Nunes, IT

REPORTS

Executive Directors Report

Peter Canal Reported:

COVID-19

- There are no new COVID cases to report this month and 75% of BRSA employees are vaccinated.

Disaster Recovery Update

- C.114-S, Power Resiliency Generation (PRG) Project – We have completed the public comment period for the NJDEP CAFRA permit has been completed. We are awaiting the final CAFRA permit. The design completion is proceeding and is expected to be completed around Labor Day 2021 with bidding sometime towards the end of the year.

Dorr Oliver Rehabilitation RFP

- We have received the final Air Opening Permit for the project, finalized the design RFP and have issued it to several qualified firms. We have three (3) engineering teams who are bidding on the project. They are Hazen/PS&S/CBE team, HDR/Stantec team and Jacobs. The proposals are due August 13, 2021.

Finance

- R3m will be presenting the third three (3) month flow report for 2020/2021.
- There are payments to approve this month for Project Fund (PF) No. for Power Resiliency Generation Project (PRG) for Arcadis in the amount of \$555.34 and R3m engineering in the amount of \$992.50.

Human Resources

- The Merchandise Drivers Local 641 Union Contract has been revised to reflect the agreed upon charges in the Memorandum of Agreement dated May 21, 2021 and we are awaiting final review and signature.
- We have one personnel item for closed session.

Other

- Mr. Canal congratulated Mr. Broyles and the entire staff for recently receiving the Gold Award for Peak Performance from the National Association of Clean Water Agencies (NACWA). This

prestigious award is in recognition of our complete and consistent permit compliance during the calendar year of 2020. This is nationally recognized award that acknowledges the hard work of our staff puts in every day. Mr. Canal stated he plans to post a “New Release” on our website.

Principal Engineer Report

Tom Petti Reported:

- **Contract 106 – Sludge Concentration Tanks Rehabilitation** - The Tank #2 sludge withdrawal line continues to be evaluated for repair methods by the Contractor. There have been multiple failures using the standard cured-in-place pipe (CIPP) rehabilitation method for this pipe due to residual struvite and pipe alignment; including multiple bends and fittings. Concentration Tank #2 remains off-line until the sludge withdrawal line can be repaired. The Contractor has proposed an alternate method to repair the pipe by pulling a liner in place, while CIPP involves the inversion of a liner using steam or water. This alternate method involves pulling the first piece of liner in place and then pulling a second piece which are sealed together with a high strength polyurea. The Contractor has submitted a proposal for the alternate method which includes a credit for the failed standard CIPP approach in the amount of \$43,205.22. PS&S & the Authority Staff have reviewed this proposal and find it to be acceptable. There is a Resolution on to award Change order #3 to Spectraserv, Inc in the amount of \$43,205.22, increasing the total Contract value to \$3,538,600.06.
- **Contract 122 – Interceptor Sewer Rehabilitation Phase 3** –The Pre-Bid Meeting took place on July 8, 2021 at 10:00 A.M. and the Bid Opening is scheduled for August 3, 2021 at 2:00 P.M. There is possibility of award of this project at the August Public Meeting.
- **Recycle Pump Station Capacity Evaluation** –There were four (4) options evaluated. The two best options appear to be replacement and upsizing of the recycle pumps and adding a static overflow line to the recycle pumping station. Adding a second recycle pump station and separate force mains were also considered. We plan to issue a set of review comments to PS&S so the report can be finalized.
- **Contract 128-O – Annual Hauling & Disposal of Sludge** – There is a need for an annual Contract for hauling and disposal of sludge during an emergency or planned shutdown of the incinerator. The Engineering Staff is developing the Contract in-house. There is a resolution on to authorize advertisement of the Contract for Public Bids, for possible award consideration at the August or September Public Meeting.
- Commissioner Cavanagh asked if there is any energy savings potential from the emissions produced by the incinerator. Mr. Petti explained that the Authority does not because we do not utilize a digester for disposal of sludge. Mr. Canal reiterated that sludge disposal alternatives were previously evaluated by the Authority and Incineration was selected as the most cost-effective solution. It was also determined that since we do not incinerate sludge 24/7, trying to capture and utilize the gasses for energy would not be cost effective.
- **RFQ 2021-06 – NIRO Incinerator Tuyere & Refractory Repairs** – During recent testing and inspection of the NIRO Incinerator, the tuyeres of the incinerator were found to be partially plugged with residual ash and sand leading to increased differential pressure and suspected operational challenges. It was recommended that the tuyeres be cleared and that while this work is completed, the refractory should be inspected, as the new incinerator has been in service for almost five (5) years. The Engineering Staff has developed a request for quotation (RFQ 2021-06) to solicit formal public quotes for the work, which we plan to

schedule concurrently with the replacement of the primary heat exchanger in the Fall 2021. There is a resolution on to authorize advertisement of the RFQ for Public Bids, for possible award consideration at the August or September Public Meeting.

- **Highview at Hazlet, B. 68.13, L. 26, NJSH Route 36, Hazlet** – In August 2019, The Applicant, Hazlet Residential Development, LLC, received sanitary sewer connection approval from the Board by RESOLUTION #104/19 for a project consisting of 187 EDUs, including, 172 residential units, a clubhouse and 26 affordable housing units. The Board also passed RESOLUTION #105/19 approving a Developer’s Agreement that was executed by the Developer and the BRSA on August 30, 2019. As part of the agreement, the Developer provided a Sewer Connection Payment Bond, No. 47092, in the amount of \$548,924.00 to cover the outstanding connection fee balance. The Developer has made final payment in the amount of \$399,090.00, representing the adjusted balance of connection fees for Phases 3 & 4 of the project and therefore the BRSA finds it appropriate to release the sewer connection payment bond and the lien on the property. There is a resolution on to authorize release of the sewer connection payment bond and lien for the Highview at Hazlet project.
- Commissioner Cavanagh commented that this project was approved by Hazlet Township a few years ago. Mr. Petti explained that Developers are required to receive approval from the municipality prior to making application with the Authority and that final payment of the Developer’s Agreement was just recently made.
- **Regency at Holmdel, B. 11, L. 38.04, 38.05, 38.06 & 38.07, Crawfords Corner Road & Roberts Road, Holmdel** – In March 2015, The Applicant, Toll Holmdel, LLC, received sanitary sewer connection approval from the Board by RESOLUTION #40/15 for a project consisting of a 185 EDU townhouse development. The Board also passed RESOLUTION #41/15 approving a Developer’s Agreement that was executed by the Developer and the BRSA on March 20, 2015. As part of the agreement, the Developer provided a Sewer Connection Payment Bond, No. PB00579800045, in the amount of \$1,398,546.00 to cover the outstanding connection fee balance. The Developer has made final payment in the amount of \$391,113.00, representing the adjusted balance of connection fees for Phases 2A-2D of the project and therefore the BRSA finds it appropriate to release the sewer connection payment bond and the lien on the property. There is a resolution on to authorize release of the sewer connection payment bond and lien for the Regency at Holmdel project, Block 11, Lots 38.04-38.07 in Holmdel, NJ.
- **561 Holmdel Road, B. 215, L. 8, 9, 10, 23, 24 & 25, Holmdel Road, Hazlet** – Ventura Partners, LLC proposes to the develop the site as a major subdivision with six (6) single-family homes. The connection fee has been paid in full. There is a resolution on to approve a sanitary sewer connection application to Ventura Partners, LLC, Developer of 561 Holmdel Road in Hazlet, NJ.
- Commissioner McMullen asked about the Contract to furnish and deliver Grit Screws and if the estimated delivery time of 16 weeks was standard or due to COVID-19. Mr. Petti explained that this is the standard lead time and with material prices increasing the Authority decided to purchase the equipment now. The equipment will be installed by the Contractor under the Grit Facility Repairs & Improvements Contract and by pre-purchasing the Authority will save time and funds.

Consulting Engineer- R3M

Manuel Ponte Reported:

- **Condition Assessment- Phase II Validation and Initial Repairs**
Coordinated with the Authority and the Contractor to prepare for Work Order No. 5 which was completed during the week of July 5, 2021 and provided field observation support, including review of correspondences between the Authority and adjacent property owners.
- **Power Resiliency System**
Responded to NJDEP's question on I-BANK application. Coordinated and attended a meeting with BRSA and I-BANK. Drafted a letter to NJOEM/ FEMA for SCR control funding request.
- **Fuel Oil Tank No. 3**
Fuel Tank was delivered on June 18. R3M conducted a meeting with the contractors and BRSA staff to confirm equipment and layouts.
- **West Keansburg Pump Station Bypass and Meter Facility**
Coordinated with BRSA for addressing comments prior to issuing contract documents for bidding.
- **WPCP- Miscellaneous Structural Repairs**
Continued preparation of the structural Assessment Report.
- **Matawan Force Main Repairs at Clark Street**
Received notice of Award, dated June 22 for Contract No. 120 and began preparing for Pre-Construction Conference.
- Mr. Ponte presented the Three Quarters (Sept. 30, 2020 – June 30, 2021) Sewage Flow Report to the Commissioners. Attachment A detailing the Third Quarter Sewage Flow Comparisons for the 2020/2021 and the last 4 years was presented. Table 1 detailing the annualized sewage flow summary was also presented by Mr. Ponte.

Superintendent's Report

Mike Broyles Reported:

- Flow reported as approximately 140,000 gallons per day less than May.
- We received two (2) odor complaints in the month of June.
- On June 22, we issued an amended policies and procedures to the staff to reflect the success of vaccination effort and reduction of confirmed positive cases in New Jersey.
- Industrial Furnace Company was onsite to assist operations staff with an investigation to determine the best incinerator operating parameters to achieve the lowest possible NOx for the upcoming stack test.
- Gammie Air conducted the Stack Test Emissions Compliance Test on June 8.
- Certified Health and Safety Services, LLC provided Electrical Arc Flash and Personal Protective Equipment safety training to the authority personnel.
- NJDEP visited the treatment plant on June 30 for the second pre-holiday Coastal Compliance Program Inspection for 2021. He did not indicate any issue of concern.
- The authority received a "NOTICE OF INTENT TO SUSPEND" letter from the NJDEP. As a result of their investigation they determined we failed to submit analytical results for the 2021 water pollution proficiency test. The error is from data entry and the NJDEP has offered us another opportunity to achieve acceptable results.

- We have modified the Programmable Logic Controller program for the Matawan and West Keansburg Pump Station to prevent automatic pump sequence rotation during transfer between utility and generator power.
- We have visited Somerset Raritan Valley Sewerage Authority to evaluate their phone system.
- The IT Support Manager has added a new backup system to our networks.
- The Authority Finance Personnel is in the process of implementing and installing a new accounting software.
- All outstanding manufactures factory recalls are now up to date for authority vehicles.
- Staff repaired the cement riser on a manhole for the electrical duct bank installed as part of the Wind to Energy Project. The Authority plans to utilize this duct bank in the upcoming BRSA/MCBOA Power Resiliency Project.
- BRSA staff raised two (2) manholes in the parking lot and driveway at the Hazlet Soccer Fields To support work on the 2021 Collection System Cleaning and Televising Contract
- We met with Marlboro Construction to review methods to protect our interceptor sewer during reconstruction of the First Street Bridge in Keyport.

TREASURER’S REPORT

STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS

	Balance July 15, 2021
<u>UNRESTRICTED INVESTMENTS</u>	
Lakeland Bank-CD#1	\$ 1,064,290.76
Lakeland Bank-CD#2	<u>\$ 1,045,244.30</u>
TOTAL UNRESTRICTED INVESTMENTS	\$ 2,109,535.06
<u>TD BANK UNRESTRICTED CASH</u>	
Incoming Revenue Account	\$ 116,538.00
Operating Regular Account	\$ 2,478,228.03
Operating Reserve Account	\$ 7,520,398.80
Operating Payroll Account	<u>\$ 748,497.08</u>
TOTAL UNRESTRICTED CASH	\$ 10,863,661.91
TOTAL UNRESTRICTED CASH & INVESTMENTS	\$ 12,973,196.97
 <u>RESTRICTED INVESTMENT</u>	
Cash Management	\$ 7,329,766.44
Lakeland Bank Reserved Checking	\$ 1,191.99
Lakeland Bank Reserve CD#3	<u>\$ 3,111,897.21</u>
TOTAL RESTRICTED INVESTMENTS	\$10,442,855.64
<u>RESTRICTED CASH</u>	
NJEIT Project Fund	\$ 463,562.44
NJEIT Project Fund #II	\$ 3,690,664.85
NJEIT Project Fund #III	\$ 1,264,072.64
Bond Service Fund	<u>\$ 134,909.95</u>
TOTAL RESTRICTED CASH	\$ 5,553,209.88
TOTAL RESTRICTED CASH & INVESTMENTS	<u>\$15,996,065.52</u>
TOTAL AUTHORITY ACCOUNTS	<u>\$28,969,262.49</u>

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 June 30, 2021
BRSA CHARGES	
Hazlet Township Sewerage Utility	\$ 0.00
Township of Holmdel	\$ 270,431.53
Borough of Union Beach	\$ 179,377.95
Borough of Keyport	\$ 244,350.15
Borough of Keansburg	\$ 0.00
Borough of Matawan	\$ 258,538.33
Western Monmouth Utilities Authority	\$ 0.00
Township of Aberdeen	\$ <u>437,966.69</u>
TOTAL	\$ 1,390,664.65
OUTFALL AUTHORITY CHARGES	
Hazlet Township Sewerage Authority	\$ 0.00
Township of Holmdel	\$ 28,609.21
Borough of Union Beach	\$ 18,976.56
Borough of Keyport	\$ 25,850.03
Borough of Keansburg	\$ 0.00
Borough of Matawan	\$ 27,351.02
Western Monmouth Utilities Authority	\$ 0.00
Township of Aberdeen	\$ <u>46,332.91</u>
TOTAL	\$ 147,119.73
RENT RESERVE ACCOUNTS as of June 30, 2021	
Hazlet Township Sewerage Utility	\$ 669,512.59
Township of Holmdel	\$ 323,452.63
Borough of Union Beach	\$ 198,482.26
Borough of Keyport	\$ 270,398.46
Borough of Keansburg	\$ 268,038.00
Borough of Matawan	\$ 327,912.75
Western Monmouth Utilities Authority	\$ 114,598.19
Township of Aberdeen	\$ <u>484,608.78</u>
TOTAL	\$ 2,657,003.66

Chairman Sutton called for a **MOTION** to approve the Treasurer’s Report
OFFERED BY: Commissioner Cavanagh, SECONDED BY: Commissioner McMullen, and carried by a unanimous voice vote recorded as follows:
PRESENT: Commissioners Cavanagh, McMullen, Khachaturian, Whalen, Russo and Chairman Sutton

PAYMENT OF REQUISITIONS

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

Operating Fund Req. No. 595 (Regular)	\$ 449,513.34
Payroll Account Req. No. P 243 (Payroll)	\$ 224,290.89
NJEIT Project Fund #111 Req. #PF3-11	\$ 1,547.84

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

ROLL CALL: Commissioners Cavanagh, McMullen, Khachaturian, Whalen, Russo and Chairman Sutton

APPROVAL OF MINUTES

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

Regular Meeting Minutes of June 21, 2021
Closed Session Minutes of June 21, 2021

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

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

NO PUBLIC IN ATTENDANCE.

RESOLUTIONS

RESOLUTION No. (88/21): To Accept the Third Three (3) Month Flow Report for 2020/2021

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 April 1, 2021 to June 30, 2021 (third Quarter of 2020/2021); 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 April 1, 2021 to June 30, 2021 (third Quarter of 2020/2021).

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

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

RESOLUTION No. (89/21): To Approve Sanitary Sewer Connection Application for Ventura Partners LLC, Developer of 561 Holmdel Road Project

WHEREAS, Ventura Partners, LLC (“Developer”), is the project developer of a proposed subdivision, located at 561 Holmdel Road, further designated as Block 215, Lots 8, 9, 10, 23, 24 & 25 in the Township of Hazlet, a 5 Equivalent Dwelling Units (“EDUs”) project; and

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

WHEREAS, the project is excepted the generate 1,125 gallons of wastewater per day; and

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) Principal Engineer has reviewed the Developer’s application and is recommending sanitary sewer connection approval; and

WHEREAS, the Developer has paid the connection fee of \$25,595.00.

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority that Ventura Partners LLC, Developer of 561 Holmdel Road is hereby granted Bayshore Regional Sewerage Authority sanitary sewer connection approval.

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

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

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

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

RESOLUTION No. (90/21): To Release the Sewer Connection Payment Bond and Lien for Highview Homes, LLC, Developer for Highview at Hazlet

WHEREAS, Highview Homes, LLC (“Developer”), is the project developer of Highview at Hazlet, located at NJSH Route 36 & Aumack Lane, further designated as Block 68.13, Lot 26 in the Township of Hazlet, a 187 Equivalent Dwelling Units (“EDUs”) project with 172 residential units, a Club House and 26 affordable housing units; and

WHEREAS, On August 30, 2019 the Developer entered into a Developer’s Agreement with the Bayshore Regional Sewerage Authority (“Authority”) and provided a Sewer Connection Payment Bond No. 47092 in the amount of \$548,924.00 to cover the outstanding connection fee balance; and

WHEREAS, in accordance with the Developer’s Agreement, a final payment of \$399,090.00, representing the adjusted balance of connection fees for Phases 3 and 4 have been made, as further detailed in the letter to the Developer from the Principal Engineer of the Authority dated June 18, 2021; and

WHEREAS, the Authority finds it appropriate to release the Sewer Connection Payment Bond No. 47092, as all fees are paid in full.

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority that Highview Homes, LLC is hereby granted release of Sewer Connection Payment Bond No. 47092 for the Highview at Hazlet project.

BE IT FURTHER RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority that the Executive Director is hereby authorized to execute any necessary documents to release the lien for Block 68.13, Lot 26 in the Township of Hazlet, NJ.

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

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

RESOLUTION No. (91/21): To Release the Sewer Connection Payment Bond and Lien for Toll Holmdel, LLC, Developer for Regency at Holmdel

WHEREAS, Toll Holmdel, LLC (“Developer”), is the project developer of Regency at Holmdel, located at the corner of Crawford Corner Road & Roberts Road, further designated as Block 11, Lots 38.04, 38.05, 38.06 & 38.07 in the Township of Holmdel, a 185 Equivalent Dwelling Units (“EDUs”) project with a Club House; and

WHEREAS, On March 20, 2015 the Developer entered into a Developer’s Agreement with the Bayshore Regional Sewerage Authority (“Authority”) and provided a Sewer Connection Payment Bond No. PB00579800045 in the amount of \$1,398,546.00 to cover the outstanding connection fee balance; and

WHEREAS, in accordance with the Developer’s Agreement, a final payment of \$391,113.00, representing the adjusted balance of connection fees for Phases 2A-2D have been made, as further detailed in the letter to the Developer from the Principal Engineer of the Authority dated July 16, 2021; and

WHEREAS, the Authority finds it appropriate to release the Sewer Connection Payment Bond No. PB00579800045, as all fees are paid in full.

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority that Toll Holmdel, LLC is hereby granted release of Sewer Connection Payment Bond No. PB00579800045 for the Regency at Holmdel project.

BE IT FURTHER RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority that the Executive Director is hereby authorized to execute any necessary documents to release the lien for Block 11, Lots 38.04, 38.05, 38.06 & 38.07 in the Township of Holmdel, NJ.

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

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

RESOLUTION No. 192: To Authorize Advertisement for RFQ 2021-06 NIRO Incinerator Tuyere and Refractory Repairs

WHEREAS, the Bayshore Regional Sewerage Authority (Authority) owns and maintains a Wastewater Treatment Plant with a sewage sludge incinerator known as the NIRO Incinerator; and

WHEREAS, there is a need for repairs to the NIRO incinerator tuyeres and refractory; and

WHEREAS, a Request for Quotes (RFQ 2021-06) is being developed by the Authority Engineering Staff; and

WHEREAS, the Authority requires authorization to solicit public bids for an RFQ.

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority that the Principal Engineer and Qualified Purchasing Agent are authorized to advertise for quotes for RFQ 2021-06, NIRO Incinerator Tuyere and Refractory Repairs on the Authority Website.

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

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

RESOLUTION No. (93/21): To Authorize Advertisement for Public Bids on Contract 128-O, Annual Hauling & Disposal of Sludge

WHEREAS, the Bayshore Regional Sewerage Authority (Authority) owns and operates a Wastewater Treatment Plant with a Dewatering and Incineration Building and two (2) fluidized bed sewage sludge incinerators for the thermal destruction of biosolids; and

WHEREAS, there is need for an annual Contract for hauling and disposal of dewatered sludge cake or liquid sludge during planned maintenance shutdowns and when the NIRO Incinerator is in need of major repairs; and

WHEREAS, the Authority Engineering Staff has developed Contract 128-O, Annual Hauling & Disposal of Sludge with technical specifications for the solicitation of public bids; and

WHEREAS, the Authority requires authorization to solicit public bids for Contracts.

NOW THEREFORE BE IT RESOLVED, the Commissioners of the Bayshore Regional Sewerage Authority hereby authorize the Principal Engineer and Qualified Purchasing Agent to advertise for Public Bids for Contract 128-O, Annual Hauling & Disposal of Sludge in the Authority Official Newspaper and on the Authority Website.

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

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

RESOLUTION No. 94/21: To Award Change Order No. 3, in the amount of \$43,205.22 to Spectraserv, Inc. for Contract 106, Sludge Concentration Tank 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, the Authority previously approved Resolution No. 3/20 for Change Order No. 1 in the amount of \$138,068.49 and Resolution No. 127/20 for Change Order No. 2 in the credit amount of <\$81,673.65>, increasing the total Contract value to \$3,495,394.84; and

WHEREAS, there is a need to amend the Contract for a change in scope that includes additional labor and material to complete the Concentration Tank #2 sludge withdrawal line repairs, as detailed in the Change Order No. 3 document, dated July 13, 2021; and

WHEREAS, the Authority and its Consulting Engineer, PS&S, have prepared Change Order No. 3 to amend the Contract, in the amount of \$43,205.22; and

WHEREAS, in accordance with N.J.S.A. 5:30-5.4 (a) (3), the Authority certifies the availability of funds in the Treatment Plant & Equipment 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. 3 for Spectraserv, Inc., in the amount of \$43,205.22, increasing the total Contract value to \$3,538,600.06.

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

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

ROLL CALL: Commissioners Cavanagh, McMullen, Khachaturian, Whalen, Russo and Chairman Sutton

PUBLIC PORTION

Chairman Sutton announces: This meeting is open to the public to discuss any BRSA matter on the agenda 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 5 minutes.

NO PUBLIC IN ATTENDANCE

EXECUTIVE SESSION

Chairman Sutton called for a MOTION to go into Closed Session at 7:43 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 Whalen, and carried by a unanimous vote recorded as follows:

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

END CLOSED SESSION

Chairman Khachaturian calls for a **MOTION** to End Closed Session and Re-Open the Regular Meeting @ 7:44 P.M.

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

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

RESOLUTIONS

RESOLUTION No. (92/21): To Grant Carlos Nunez-Rojas Regular Employment Status Effective July 2, 2021

WHEREAS, in accordance with Resolution 55/21, Carlos Nunez-Rojas was hired as a probationary employee in the job title of IT Support Manager on March 29, 2021; and

WHEREAS, the probationary period expires on July 2, 2021; and

WHEREAS, in a memorandum to the Executive Director dated July 2, 2021 the Superintendent has recommended that Mr. Nunez be granted Regular Status effective July 2, 2021: and

WHEREAS, the Executive Director is recommending a salary adjustment from \$70,000 to \$73,000 per year; 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 of the Authority Operating budget as set forth in the resolution.

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority that Carlos Nunez-Rojas is hereby granted Regular Status as an employee of the Bayshore Regional Sewerage Authority, and is further granted the rights and privileges, and responsibilities of the position with a salary of \$73,000 per year.

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

ROLL CALL: Commissioners Cavanagh, McMullen, Russo, Khachaturian, Whalen and Chairman Sutton

ADJOURNMENT

ANNOUNCEMENT (by Chairman Sutton):

The next B.R.S.A. Public Meeting is scheduled for Monday, August 16, 2021, 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 7:47 P.M. Chairman Sutton called for a **MOTION** to Adjourn the meeting.

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

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

Respectfully submitted,
Victoria DuDasko
Administrative Assistant/ HR