



BAYSHORE REGIONAL SEWERAGE AUTHORITY

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Peter J. Canal, *EXECUTIVE DIRECTOR*
J. Michael Broyles, *DIRECTOR OF OPERATIONS*

MINUTES FOR REGULAR MEETING (via Zoom) MONDAY, JANUARY 24, 2022

At 7:02 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 January 24, 2022 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/kbmvJoQOiV>

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, Director of Operations
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
Roy Anderson, Superintendent

Chairman Sutton, as well as the group welcomed Mr. Sam Lauro who will be taking over as commissioner next month.

Reports

BRSA Projects, Special Reports & Connection Applications

1. Executive Directors Report

- COVID-19 Policy Update- We continue to monitor and manage policies for Covid-19. 14 employees have tested positive for Covid-19. All have recovered and returned to work.
- Disaster Recovery Update- We have reviewed and commented on final design documents. All permits have been submitted and all, but Title V have been issued. December 21, 2021 scope change was submitted to FEMA and we are waiting a response. DEP is advertising for public comment. We expect to bid the project in late spring 2022.
- Financial – January 12, 2022 we met with NJSMUAESA to discuss next years electrical supply contract, we expect to advertise February 28, and receive bids March 30, 2022. The 2020 Audit is still being finalized and the 2021 audit will begin over the next month by Michael Bart's office. The 2022 Operating and Capital budget have been approved by the State and is in effect. Our February 1st bond payment was made. The next bond payment is due August 1st, 2022. There are payments to approve this month for Project Fund (PF) No. 2, for FEMA PW Closeouts to PS&S in the amount of \$3,515 and for PF No.3, for Power Resiliency Generation Project (PRG) for HDR in the amount of \$25,158.30 and R3m engineering, inc. in the amount of \$2,522.50. We are also making our annual electronic appropriation payment to NJPERS in the amount of \$377,432.
- We have Personnel matters for closed.
- Reorganization is scheduled for 2/28/22 at 7pm. Mr. Canal stated he will be following up with appointments and titles prior to the meeting. We plan to continue to seek non-fair and open proposals from all of our exiting professionals.

- Mr. Canal Thanked Commissioner Khachaturian and Commissioner Russo for their time on the Authority's board during some of the most challenging times in the Authority's history. They should feel proud for their contributions, which include keeping rates stable for the last decade.

Commissioner Cavanagh inquired about other Authorities participating in Covid-19 sewerage studies. Mr. Canal responded that there are some Authorities in New Jersey that are participating in the study but at this present time our Authority is not a participant.

2. Staff Engineer Report

- Contract 109- NIRO Spare Primary Heat Exchange Modification & Contract 119 Fuel Oil Tank #3 Replacement are complete. We have a resolution on tonight to close out Contract 119 and accept the maintenance bond. Contract 109 will be closed out in the next month or two.
- RFQ 2022 -01- Administration Building & Main Pump Station HVAC Unit – Bids were received on January 11th and we received a low quote from Hutchins HVAC Inc, in the amount of \$39,175.00. We are recommending award of that bid. Therefore, we have a resolution on to award that RFQ to Hutchins HVAC Inc.
- RFQ 2022-02 Furnish & Deliver Main Pump Station Flood Barriers – Bids were received on January 11th and we received a low quote from Orange Flood Control LLC in the amount of \$17,355.00. We are recommending award of that bid and there is a resolution on tonight to award the RFQ.
- Dorr Oliver Incinerator Rehabilitation & Upgrades – HDR is in the process of developing the Alternatives Analysis report. Once that report is complete and accepted by BRSA, HDR will proceed to the 30% design. We are receiving funds from I-Bank, and are required to complete a Value Engineering (VE) Study. Hazen proposed on the design of the project and successfully completed the NIRO incinerator upgrade. Therefore, we solicited a proposal from Hazen for the VE study in the amount of 54,537.00. There is a resolution on tonight to award the study to Hazen.
- Raritan Valley Force Main Replacement – PS&S attended the November 2021 Public Meeting and presented an evaluation study of the force main with the recommendation of replacement. A proposal for the design and bidding services for the project has been submitted by PS&S in the amount of \$230,000.00. We have reviewed the proposal and found it to be fair and reasonable. Therefore, we have a resolution on tonight to award the design to PS&S.
- Interceptor Sewer Rehabilitation Phase 4 – Phase 3 is currently in construction. We received two (2) proposals for Phase 4. Jacobs' proposal scored highest in accordance with the pre-advertised weighted RFP criteria. Jacobs is also familiar with the project as they have designed and successfully completed Phases 2 and 3. Jacobs' proposal for the work is in the total amount of \$112,000.00 We have a resolution on tonight for award of Phase 4 to Jacobs.
- Pumping Station & Force Main Condition Assessment & Planning Program – Phase 2 was recently completed and included multiple repairs to the Matawan Force Main. R3M has submitted a proposal for Phase 3 that includes an evaluation of another pipe segment,

hydraulic evaluation and the implementation of a long term operational and maintenance monitoring program in the amount of \$66,200.00. We have reviewed the proposal and have a resolution on tonight to award this work to R3M.

- Contract 127-O – Annual Furnish and Delivery of Hypochlorite – 3 bids were received on January 13, 2022 with a low bid from Kuehne Chemical Co., Inc in the amount of \$275,000.00 for a one-year period.
- Contract 132-O – Annual Furnish and Delivery of Caustic Soda – 2 bids were received on January 13, 2022 with a low bid from Kuehne Chemical Co., Inc in the amount of \$42,000.00 for a one-year period.
- Contract 133-O – Annual Furnish and Delivery of Bioxide – 1 bid was received on January 13, 2022 with a low bid from Evoqua Water Technologies, LLC in the amount of \$16,500.00 for a one-year period.
- Contract 134-O – Annual Furnish and Delivery of Liquid Polymer – The Contract will expire in March. We plan on advertising the new Contract in January and to receive bids in February. There is a resolution on tonight for advertisement of the Contract.
- There are multiple annual operating RFQs for generator inspection and service, Jet/Vac service, Roof inspection and repair and HVAC inspection and repair that we are preparing. Each RFQ will be bid in February. There are resolutions on the agenda tonight to authorize advertisement of each RFQ.

3. Consulting Engineer – R3M

- Power Resiliency System – I-Bank is reviewing the drawings and we are waiting on their comments.
- Fuel Oil Tank No. 3 – the project is complete.
- WPCP Miscellaneous Structural Repairs – We are preparing the final design documents for public bids.
- WPCP Site Specific Odor Control Study Update – We have completed task 2a, Air Flow Testing and are currently starting task 2b, an evaluation of odor control upgrades.
- Administration Building Roof Replacement – We are meeting to review additional design requirements.
- West Keansburg Pump Station Bypass and Meter Facility Construction Services – We continue to review submittals from the contractor. The contractor temporarily demobilized from the site on January 12, 2022. We have provided part time field inspections of construction upon request by the BRSA's project manager.
- Engineering Design Services for West Keansburg Force Main Replacement – We performed topographic survey and wetlands evaluation in the field and are beginning preliminary design.
- General Consulting Engineering Services – We participated with the BRSA's staff in reviewing the two engineering services proposals for Interceptor Sewer Rehabilitation Phase 4 project.

4. Director of Operations Report

- Plant Performance- 20 million gallons less than November.
- Effluent Quality- is half the permitted limit due to flow split issue which has since been resolved as a result the effluent quality is starting to rebound

- Odor Complaint- we received no odor complaints for this month
- Operations- Operation of the Niro Incinerator continued through December with no scheduled or unscheduled shutdowns.
- Compliance, Safety, and Training- IFCO provided the annual Niro Incinerator training for our Operations staff which is required by our title V permit.
- Industrial Pretreatment Program- The, Regulatory Compliance Manager and Director of Operations attended parts 2 and 3 of the EPA Region 2 Local Limits training Webinar.
- Computers, Instrumentation, and Network Administration- We successfully installed barcode reader functionality to MP2. We have also expanded our purchase order tool to facilitate uploads for integration with QuickBooks
- Treatment Plant- We developed an Ash leak on the inside of the Incinerator that has since been repaired to withstand the harsh environment. The recirculation pump for odor control has failed and since been repaired. We had representatives from Schwing and Ashbrook come to the Authority. They repaired a few minor things as well as did some training.
- Roy Anderson, Superintendent, stated Ashbrook came back out a second time to optimize performance

5. Legal Report - Closed Session

TREASURER'S REPORT

STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS

	Balance December 31, 2021
<u>UNRESTRICTED INVESTMENTS</u>	
Lakeland Bank-CD#1	\$ 1,066,347.61
Lakeland Bank-CD#2	<u>\$ 1,047,264.33</u>
TOTAL UNRESTRICTED INVESTMENTS	\$ 2,113,611.94
<u>TD BANK UNRESTRICTED CASH</u>	
Incoming Revenue Account	\$ 5,781.96
Operating Regular Account	\$ 2,523,867.96
Operating Reserve Account	\$ 6,687,004.43
Operating Payroll Account	<u>\$ 700,197.14</u>
TOTAL UNRESTRICTED CASH	\$ 9,916,851.49
TOTAL UNRESTRICTED CASH & INVESTMENTS	\$ 12,030,463.43
 <u>RESTRICTED INVESTMENT</u>	
Cash Management	\$ 7,331,298.73
Lakeland Bank Reserved Checking	\$ 1,193.50
Lakeland Bank Reserve CD#3	<u>\$ 3,117,911.25</u>
TOTAL RESTRICTED INVESTMENTS	\$10,450,403.48
 <u>RESTRICTED CASH</u>	
NJEIT Project Fund	\$ 463,835.66

NJEIT Project Fund #II	\$ 3,686,522.70
NJEIT Project Fund #III	\$ 1,120,361.57
Bond Service Fund	\$ 941,482.48
	<u>6,212,202.41</u>
TOTAL RESTRICTED CASH	\$ 6,212,202.41
TOTAL RESTRICTED CASH & INVESTMENTS	\$16,662,605.89
TOTAL AUTHORITY ACCOUNTS	\$28,693,069.32

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
	December 31, 2021
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	<u>\$ 0.00</u>
OUTFALL AUTHORITY 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	<u>\$ 0.00</u>
RENT RESERVE ACCOUNTS as of December 31, 2021	
Hazlet Township Sewerage Utility	\$ 669,680.44
Township of Holmdel	\$ 323,533.72
Borough of Union Beach	\$ 198,532.03
Borough of Keyport	\$ 270,466.26
Borough of Keansburg	\$ 268,105.21
Borough of Matawan	\$ 327,994.56
Western Monmouth Utilities Authority	\$ 114,626.93
Township of Aberdeen	\$ 484,730.28
TOTAL	<u>\$ 2,657,669.43</u>

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

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

PAYMENT OF REQUISITIONS

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

Operating Fund Req. No. 605 (Regular)	\$ 799,792.95
Payroll Account Req. No. P 253 (Payroll)	\$ 678,954.75
NJEIT Project Fund #11 Req. #PF-60	\$ 3,515.00
NJEIT Project Fund #111 Req. #PF3-17	\$ 27,680.80

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

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

APPROVAL OF MINUTES

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

Regular Meeting Minutes of December 20, 2021
Closed Session Minutes of December 20, 2021

OFFERED BY: Commissioner Khachaturian, SECONDED BY: Commissioner McMullen, and carried
by

a unanimous voice vote recorded as follows:

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

NO PUBLIC COMMENTS.

RESOLUTIONS

RESOLUTION No. (1/22): To Authorize Advertisement for RFQ 2022-03 Generator Inspection, Service & Repairs for a Two (2)-Year Period

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) owns and maintains six (6) emergency diesel and natural gas generators for standby power in the Treatment Plant and Collection System; and

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

WHEREAS, a Request for Quotes (RFQ 2022-03) is being developed by the Authority Engineering Staff; and

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

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 2022-03, Generator Inspection, Service & Repairs for a Two (2)-Year Period on the Authority Website.

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

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

RESOLUTION No. (2/22): To Authorize Advertisement for RFQ 2022-04 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 & Collection System; and

WHEREAS, a Request for Quotes (RFQ 2022-04) is being developed by the Authority Engineering Staff; and

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

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 2022-04, 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 Russo, SECONDED BY: Commissioner Cavanagh, and carried by a unanimous voice vote recorded as follows:

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

RESOLUTION No. (3/22): To Authorize Advertisement for RFQ 2022-05 Roof Inspection & Preventative Maintenance for a One (1) Year Period

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) owns and maintains multiple office and process buildings within the Wastewater Treatment Plant; and

WHEREAS, there is a need for annual inspections and repair work on the various building roofs through the facility; and

WHEREAS, a Request for Quotes (RFQ 2022-05) is being developed by the Authority Engineering Staff; and

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

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 2022-05, Roof Inspection & Preventative Maintenance for a One (1) Year Period on the Authority Website.

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

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

RESOLUTION No. (4/22): To Authorize Advertisement for RFQ 2022-06 HVAC Systems Inspection and Preventative Maintenance for a One-Year Period

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) owns and maintains multiple office and process buildings within the Wastewater Treatment Plant; and

WHEREAS, there is a need for annual inspections and repair work on the various HVAC systems through the facility; and

WHEREAS, a Request for Quotes (RFQ 2022-06) is being developed by the Authority Engineering Staff; and

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

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 2022-06, HVAC Systems Inspection and Preventative Maintenance for a One-Year Period on the Authority Website.

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

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

RESOLUTION No. (5/22): To Authorize Advertisement for Public Bids on Contract No. 134-O, Furnishing & Delivering of Polymer

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) has a need to continue the delivery of Polymer in an uninterrupted fashion to supply chemicals for daily operations; and

WHEREAS, the Authority has a current Contract with Polydyne, Inc. for the furnishing and delivery of Polymer which expires on March 18, 2022; and

WHEREAS, the Authority intends to rebid the Contract; and

WHEREAS, the Authority requires authorization to solicit public bids for a new Contract; and

NOW THEREFORE BE IT RESOLVED the Commissioners of the Bayshore Regional Sewerage Authority authorize the Qualified Purchasing Agent and Principal Engineer to advertise for public bids for

Contract 134-O Furnishing & Delivering of Polymer in the Authority Official Newspaper and 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, McMullen, Whalen, Khachaturian, Russo and Chairman Sutton

RESOLUTION No. (6/22): To Award Request for Quotation 2022-01 Administration Building & Main Pump Station HVAC Upgrade to Hutchins HVAC, Inc. in the amount of \$39,175.00.

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) owns and maintains a Wastewater Treatment Plant with an Administration Building and Main Pumping Station; and

WHEREAS, there is a need to modify and upgrade the HVAC system in both buildings; and

WHEREAS, the Authority Engineering Staff developed a Request for Quotation (RFQ) 2022-01 Administration Building & Main Pump Station HVAC Upgrade; and

WHEREAS, in accordance with Local Public Contracts Law, the Authority advertised and on Tuesday, January 11, 2022 at 2:00 P.M. received quotes for the Administration Building & Main Pump Station HVAC Upgrade; and

WHEREAS, one (1) quote was received in the amount of \$39,175.00 from Hutchins HVAC, Inc. of Union Beach, NJ; and

WHEREAS, the Authority Engineer and Staff have reviewed the quotation and found it to be reasonable and acceptable; 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 as set forth in the resolution; and

NOW THEREFORE BE IT RESOLVED, the Commissioners of the Bayshore Regional Sewerage Authority hereby award the Administration Building & Main Pump Station HVAC Upgrade to Hutchins HVAC, Inc. of Union Beach, NJ in accordance with the terms and conditions of the Request for Quotation #2022-01 in the amount not to exceed \$39,175.00.

BE IT FURTHER RESOLVED, the Executive Director is hereby authorized to execute any necessary documents to award the project to Hutchins HVAC, Inc. of Union Beach, NJ.

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

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

RESOLUTION No. (7/22): To Award Request for Quotation 2022-02 Furnish & Deliver Main Pump Station Flood Barriers to Orange Flood Control, LLC in the amount of \$17,355.00.

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) owns and maintains a Wastewater Treatment Plant with a Main Pump Station for pumping of influent wastewater; and

WHEREAS, there is a need to procure flood barriers to protect the Main Pump Station from future flooding events; and

WHEREAS, the Authority Engineering Staff developed a Request for Quotation (RFQ) 2022-02 Furnish & Deliver Main Pump Station Flood Barriers; and

WHEREAS, in accordance with Local Public Contracts Law, the Authority advertised and on Tuesday, January 11, 2022 at 2:30 P.M. received quotes to Furnish & Deliver Main Pump Station Flood Barriers; and

WHEREAS, one (1) quote was received in the amount of \$17,355.00 from Orange Flood Control, LLC of Old Tappan, NJ; and

WHEREAS, the Authority Engineer and Staff have reviewed the quotation and found it to be reasonable and acceptable; 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 as set forth in the resolution; and

NOW THEREFORE BE IT RESOLVED, the Commissioners of the Bayshore Regional Sewerage Authority hereby award the Furnish & Deliver of the Main Pump Station Flood Barriers to Orange Flood Control, LLC of Old Tappan, NJ in accordance with the terms and conditions of the Request for Quotation #2022-02 in the amount not to exceed \$17,355.00.

BE IT FURTHER RESOLVED, the Executive Director is hereby authorized to execute any necessary documents to award the project to Orange Flood Control, LLC of Old Tappan, NJ.

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

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

RESOLUTION No. (8/22): To Award Contract 127-O, Furnishing & Delivering of Sodium Hypochlorite for a One (1)-Year Period to Kuehne Chemical Co., Inc. of Kearny, NJ in the amount of \$275,000.00

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) has a need to continue the delivery of Sodium Hypochlorite in an uninterrupted fashion for daily operations; and

WHEREAS, the Authority has a current Contract for the Furnishing and Delivering of Sodium Hypochlorite which expires on February 24, 2022; and

WHEREAS, the Authority Engineering Staff has developed Contract 127-O, Furnishing & Delivering of Sodium Hypochlorite for either a one (1) or two (2)-year period with technical specifications for the solicitation of public bids; and

WHEREAS, in accordance with Local Public Contracts Law, the Authority advertised for Contract 127-O, Furnishing & Delivering of Sodium Hypochlorite and three (3) sealed bids were received and publicly opened on January 13, 2022 at 2:00 P.M., with the low bidder being Kuehne Chemical Co., Inc. of Kearny, NJ for a one (1)-year period in the amount of \$275,000.00; and

WHEREAS, the Authority Attorney, Principal Engineer and Qualified Purchasing Agent have reviewed the bid and are recommending award of the Contract to Kuehne Chemical Co., Inc. of Kearny, NJ in the amount of \$275,000.00; and

WHEREAS, in accordance with N.J.S.A 5:30-5.4 (a) (3), the Authority certifies the availability of funds in the Chemicals 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 Kuehne Chemical Co., Inc. of Kearny, NJ is hereby awarded Contract 127-O, Furnishing & Delivering of Sodium Hypochlorite for a One (1)-Year Period in the amount of \$275,000.00 in accordance with the terms and conditions of the bid and Contract Documents.

BE IT FURTHER RESOLVED, 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 voice vote recorded as follows:

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

RESOLUTION No. (9/22): To Award Contract 132-O, Furnishing & Delivering of Caustic Soda for a One (1)-Year Period to Kuehne Chemical Co., Inc. of Kearny, NJ in the amount of \$42,000.00

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) has a need to continue the delivery of Caustic Soda in an uninterrupted fashion for daily operations; and

WHEREAS, the Authority has a current Contract for the Furnishing and Delivering of Caustic Soda which expires on February 24, 2022; and

WHEREAS, the Authority Engineering Staff has developed Contract 132-O, Furnishing & Delivering of Caustic Soda for either a one (1) or two (2)-year period with technical specifications for the solicitation of public bids; and

WHEREAS, in accordance with Local Public Contracts Law, the Authority advertised for Contract 132-O, Furnishing & Delivering of Caustic Soda and two (2) sealed bids were received and publicly opened on January 13, 2022 at 2:15 P.M., with the low bidder being Kuehne Chemical Co., Inc. of Kearny, NJ for a one (1)-year period in the amount of \$42,000.00; and

WHEREAS, the Authority Attorney, Principal Engineer and Qualified Purchasing Agent have reviewed the bid and are recommending award of the Contract to Kuehne Chemical Co., Inc. of Kearny, NJ in the amount of \$42,000.00; and

WHEREAS, in accordance with N.J.S.A 5:30-5.4 (a) (3), the Authority certifies the availability of funds in the Chemicals 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 Kuehne Chemical Co., Inc. of Kearny, NJ is hereby awarded Contract 132-O, Furnishing & Delivering of Caustic Soda for a One (1)-Year Period in the amount of \$42,000.00 in accordance with the terms and conditions of the bid and Contract Documents.

BE IT FURTHER RESOLVED, 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 voice vote recorded as follows:

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

RESOLUTION No. (10/22): To Award Contract 133-O, Furnishing & Delivering of Bioxide a One (1)-Year Period to Evoqua Water Technologies, LLC of Sarasota, FL in the amount of \$16,500.00

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) has a need to continue the delivery of Bioxide in an uninterrupted fashion for daily operations; and

WHEREAS, the Authority has a current Contract for the Furnishing and Delivering of Bioxide Soda which expires on February 25, 2022; and

WHEREAS, the Authority Engineering Staff has developed Contract 133-O, Furnishing & Delivering of Bioxide for either a one (1) or two (2)-year period with technical specifications for the solicitation of public bids; and

WHEREAS, in accordance with Local Public Contracts Law, the Authority advertised for Contract 133-O, Furnishing & Delivering of Bioxide and one (1) sealed bid were received and publicly opened on January 13, 2022 at 2:30 P.M., with the low bidder being Evoqua Water Technologies, LLC of Sarasota, FL for a one (1)-year period in the amount of \$16,500.00 and

WHEREAS, the Authority Attorney, Principal Engineer and Qualified Purchasing Agent have reviewed the bid and are recommending award of the Contract to Evoqua Water Technologies, LLC of Sarasota, FL in the amount of \$16,500.00; and

WHEREAS, in accordance with N.J.S.A 5:30-5.4 (a) (3), the Authority certifies the availability of funds in the Chemicals 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 133-O, Furnishing & Delivering of Bioxide for a One (1)-Year Period in the amount of \$16,500.00 in accordance with the terms and conditions of the bid and Contract Documents.

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

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

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

RESOLUTION No. (11/22): To Award Value Engineering Services for the Dorr Oliver Incinerator Rehabilitation & Upgrades Project to Hazen Engineers in the amount of \$54,537.00

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) owns and operates a fluidized bed incinerator for thermal destruction of biosolids known as the Dorr Oliver Incinerator located within the wastewater treatment plant in Union Beach, NJ; and

WHEREAS, the Authority has contracted with HDR Engineering, Inc. to design the Dorr Oliver Rehabilitation & Upgrades Project with technical specifications for the work and public bidding documents for the solicitation of public bids, by Resolution No. 124/21; and

WHEREAS, the Authority intends to seek assistance with funding of the project through the New Jersey Infrastructure Bank (“I-Bank”), which requires a Value Engineering (“VE”) Study for projects estimated to cost more than \$12.5 million dollars; and

WHEREAS, the Authority has solicited a proposal from Hazen Engineers, of Edison NJ for the Value Engineering Services for the project, dated January 5, 2022, in the amount of \$54,537.00; and

WHEREAS, the Executive Director and Principal Engineer have reviewed the proposal and found 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 Dorr Oliver Incinerator Upgrade line item 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 Authority hereby approve the Value Engineering Services proposal for the Dorr Oliver Incinerator Rehabilitation & Upgrades Project, in the amount of \$54,537.00 to Hazen Engineers, of Edison NJ in accordance with the terms and conditions of the proposal dated January 5, 2022.

BE IT FURTHER RESOLVED that the Chairman and Secretary are hereby authorized to execute the contract agreement with Hazen Engineers of Edison, NJ.

BE IT FURTHER RESOLVED, that a copy of this award shall be placed in the official Authority newspaper and on the Authority web site within ten (10) days of award.

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

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

RESOLUTION No. (12/22): To Award Engineering Services for Condition Assessment and Planning Program of Authority Force Mains, Phase 3 to R3M Engineering, Inc., in the amount of \$66,200.00

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) has three (3) remote Sanitary Sewer Pumping Stations (PS) with force main pipelines designated as the Matawan PS, the West Keansburg PS and the Raritan Valley PS; and

WHEREAS, the age of the force main pipelines and most recent repairs demonstrate the need for a long-range condition assessment; and

WHEREAS, through Resolution No. 49/20, the Authority contracted with R3M Engineering, Inc. to continue the multi-phase condition assessment and planning program for the force main pipelines with Phase 2; and

WHEREAS, Phase 2 included pipeline validations and initial repairs and was completed in November 2021; and

WHEREAS, Phase 3 includes provisions for additional pipeline repair investigations, pumping station hydraulic evaluations, and the implementation of a long-term operational and maintenance monitoring program; and

WHEREAS, R3M Engineering, Inc. has submitted an engineering proposal for Phase 3 of the Condition Assessment and Planning Program, dated January 12, 2022, in the amount of \$66,200.00; and

WHEREAS, the Executive Director and Principal Engineer have met with R3M to review 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 Pump Station Equipment & Improvements line item 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 Authority hereby approve the engineering proposal for Condition Assessment and Planning Program, Phase 3, in the amount of \$66,200.00 to R3M Engineering, Inc., of Old Bridge, NJ in accordance with the terms and conditions of the proposal dated January 12, 2022.

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized to execute the contract agreement with R3M Engineering, Inc., of Old Bridge, NJ.

BE IT FURTHER RESOLVED, that a copy of this award shall be placed in the official Authority newspaper and on the Authority web site within ten (10) days of award.

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

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

RESOLUTION No. (13/22): To Award Engineering Design Services for the Raritan Valley Force Main Replacement to PS&S in the amount of \$230,000.00

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) owns and operates a sanitary sewer force main pipeline in Hazlet, NJ known as the Raritan Valley Force Main (“RVFM”); and

WHEREAS, the Authority previously contracted with PS&S to perform an evaluation study and review rehabilitation and replacement options for the RVFM, by Resolution No. 53/21;

WHEREAS, on November 15, 2021, PS&S presented the findings of the study with the recommendation of replacement of the RVFM; and

WHEREAS, the Authority has solicited a proposal from PS&S of Wall, NJ for the engineering design and bidding services for the Raritan Valley Force Main Replacement, dated January 12, 2022, in the amount of \$230,000.00; and

WHEREAS, the Executive Director and Principal Engineer have reviewed the proposal and found 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 Pump Station Equipment & Improvements line item 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 Authority hereby approve the engineering proposal for the Raritan Valley Force Main Replacement in the amount of \$230,000.00 to PS&S of Wall, NJ in accordance with the terms and conditions of the proposal dated January 12, 2022.

BE IT FURTHER RESOLVED that the Chairman and Secretary are hereby authorized to execute the contract agreement with PS&S of Wall, NJ.

BE IT FURTHER RESOLVED, that a copy of this award shall be placed in the official Authority newspaper and on the Authority web site within ten (10) days of award.

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

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

RESOLUTION No. (14/22): To Award Engineering Design Services for the Interceptor Sewer Rehabilitation – Phase 4 Project to Jacobs Engineering Group, Inc. in the amount of \$112,000.00

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

WHEREAS, the Authority has identified and prioritized the results of inspections of interceptor sewer pipelines to determine the areas in need of rehabilitation in a request for proposal (RFP); and

WHEREAS, the Authority solicited proposals from four (4) Engineering Firms from the Capital Improvement Short List; and

WHEREAS, on December 17, 2021, two (2) proposals were received from Jacobs Engineering Group, Inc and Mott MacDonald, LLC; and

WHEREAS, the Authority's Principal Engineer and Consulting Engineer, R3M Engineering, Inc. have independently ranked the firms in accordance with the pre-advertised weighted criteria in the RFP; and

WHEREAS, the firm of Jacobs Engineering Group, Inc. of Morristown, NJ received the highest rank in accordance with the established criteria in the RFP; and

WHEREAS, the Authority desires to award the Contract for the Interceptor Sewer Rehabilitation – Phase 4 Project to Jacobs Engineering Group, Inc. for a cost not to exceed \$112,000.00; and

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

NOW THEREFORE BE IT RESOLVED, the Commissioners of the Bayshore Regional Sewerage Authority hereby award the Contract for the Interceptor Sewer Rehabilitation – Phase 4 Project to Jacobs Engineering Group, Inc. of Morristown, NJ in accordance with the terms and conditions of their proposal, in the amount not to exceed \$112,000.00.

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

BE IT FURTHER RESOLVED, that a copy of this award shall be placed in the official Authority newspaper and on the Authority web site within ten (10) days of award.

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

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

RESOLUTION No. (15/22): To Approve Close-Out of Contract 119, Replacement of Fuel Oil Tank #3

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) owns and maintains four (4) fuel oil tanks that service the standby generators and incineration buildings; and

WHEREAS, in accordance with Local Public Contracts Law, Shorelands Construction, Inc. was awarded Contract 119, Replacement of Fuel Oil Tank #3 in the amount of \$309,119.00 by Resolution No. 101/20; and

WHEREAS, all work is complete, and the Principal Engineer and staff are recommending acceptance of the Maintenance Bond and close-out of the Contract; and

NOW THEREFORE BE IT RESOLVED, the Commissioners of the Bayshore Regional Sewerage Authority hereby approve acceptance of the Maintenance Bond and Close-Out of Contract 119, Replacement of Fuel Oil Tank #3.

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

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

AYES: Commissioners Cavanagh, McMullen, Whalen, Khachaturian, 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 COMMENTS

EXECUTIVE SESSION

Chairman Sutton called for a MOTION to go into Closed Session at 7:40 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 Whalen, SECONDED BY: Commissioner Russo, and carried by a unanimous voice vote recorded as follows:

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

END CLOSED SESSION

Chairman Sutton calls for a **MOTION** to End Closed Session and Re-Open the Regular Meeting @ 8:19 P.M.

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

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

RESOLUTIONS

RESOLUTION No. (16/22): To Grant Permanency for Steven Spano as Assistant Superintendent of Operations

WHEREAS, for the more efficient operation of the Bayshore Regional Sewerage Authority, there is a need to promote an employee, and

WHEREAS, on September, 3 2021 the Director of Operations (“The Management”) posted for the Assistant Superintendent of Operations position to fill an open position for the Bayshore Regional Sewerage Authority; and

WHEREAS, Steven Spano was selected to fill Assistant Superintendent of Operations role with a sixty (60) day probation period; and

WHEREAS, Steven Spano has successfully demonstrated his ability to perform the position throughout his sixty (60) day trial period which concluded December 30, 2021; and

WHEREAS, in a memorandum to the Executive Director dated January 20, 2022 the Superintendent has recommended that Mr. Spano be granted Regular Status in the position of Assistant Superintendent of Operations effective December 30, 2021 and;

WHEREAS, the Management has recommended that Steven Spano remain in the Assistant Superintendent of Operations position.

NOW THEREFORE BE IT RESOLVED the Commissioners of the Authority deem it in the best interest of the Authority for Steven Spano to remain in the Assistant Superintendent of Operations position

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

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

RESOLUTION No. (17/22): To Grant Permanency for Salvatore Coppola to the Operator Position

WHEREAS, for the more efficient operation of the Bayshore Regional Sewerage Authority, there is a need to transfer an employee between departments, and

WHEREAS, on October 14, 2021 the Director of Operations (“The Management”) posted for the Operator position to fill an open position for the Bayshore Regional Sewerage Authority; and

WHEREAS, Salvatore Coppola was selected to fill the Operator role with a sixty (60) day probation period; and

WHEREAS, Salvatore Coppola has successfully demonstrated his ability to perform the position throughout his sixty (60) day trial period which concluded December 30, 2021; and

WHEREAS, in a memorandum dated January 6, 2022 the Director of Operations has recommended that Mr. Coppola be granted Regular Status in the Operator position effective December 30, 2021 and;

WHEREAS, the Management has recommended that Salvatore Coppola remain in the operator position;

NOW THEREFORE BE IT RESOLVED the Commissioners of the Authority deem it in the best interest of the Authority for Mr. Salvatore Coppola to remain the operator position.

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

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

RESOLUTION NO. (18/22): To approve the Payment of Accrued Days Owed to the Financial Administrator Michelle Heaton

WHEREAS, On December 21, 2021 Financial Administrator, Michelle Heaton officially resigned from the Bayshore Regional Sewerage Authority (“Authority”); and

WHEREAS, Authority Policy provides payout at resignation of accrued pro-rated Vacation benefits, and any remaining Sick time (capped at 240 hours) and Personal Days; and

WHEREAS, Mrs. Michelle Heaton’s remaining Sick & Personal Days and accrued Vacation benefits have been calculated and recorded in a memorandum submitted by Mrs. Victoria DuDasko, Human Resources Officer to the Executive Director, dated January 21, 2022; and

WHEREAS, the Executive Director has reviewed the calculated time owed and finds the calculation of Vacation (14.75 hours) and Personal (4 hours) accurate; and

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

NOW THEREFORE BE IT RESOLVED, the Commissioners of the Bayshore Regional Sewerage Authority hereby authorize the payment of remaining Personal and Vacation, accrued Vacation time owed to Michelle Heaton as detailed in the attached memorandum dated January 21, 2022 in the amount of \$ 666.94.

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

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

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

RESOLUTION No. (19/22): To Hire Daniel Bongiovanni as Finance Administrator

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) is a public body corporate and politic organized and existing under and pursuant to the Sewerage Authorities Law; and

WHEREAS, for the more efficient operation of the Authority the Bayshore Regional Sewerage Authority has a need to hire a new employee for the vacant position of Finance Administrator; and

WHEREAS, the Authority Management staff and Personnel Committee have interviewed qualified candidates for the position of Finance Administrator; and

WHEREAS, Daniel Bongiovanni of Brick, NJ has demonstrated through his resume and interview the skill set, experience and qualifications for the position available; and

WHEREAS, in accordance with NJAC 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 Finance Administrator position as set forth in the Resolution.

NOW THEREFORE BE IT RESOLVED, the Commissioners of the Bayshore Regional Sewerage Authority deem it in the best interest of the Authority to accept the Executive Directors recommendation and hereby hires Daniel Bongiovanni as Finance Administrator as of January 24, 2022 contingent upon Mr. Bongiovanni satisfactorily completing all criminal background and job related medical, physical and drug tests.

BE IT FURTHER RESOLVED subsequent to an acceptable 90-day probationary period Daniel Bongiovanni be granted all of the benefits of employment as a regular full-time employee of the Bayshore Regional Sewerage Authority.

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

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

RESOLUTION NO.(20/22): To Acknowledge Commissioner Madeline Russo for Her Years of Service

WHEREAS, Commissioner Madeline Russo has served the public as a Commissioner of the Bayshore Regional Sewerage Authority (“Authority”) for two and a half (2.5) years from July 18, 2019 to January 31, 2022; and

WHEREAS, Mrs. Russo has been an asset not only to the Authority but to the Borough of Union Beach that is home to the Authority. She has served the Borough as Planning Board Secretary for thirty-eight (38) years from 1984 to present, Union Beach Police Dispatcher for thirty-one (31) years; an

WHEREAS, Mrs. Russo Coached Soccer in the early 1970s with the founders of the Union Beach Soccer Association Edgar Woodrow and Tommy Dougan at the now aptly named Soccer Complex; and

WHEREAS, Commissioner Russo, through her years of service to the Authority has served as chairwomen at the Legal Committee and has also served on the Personnel and Engineering Committees and;

NOW THEREFORE BE IT RESOLVED, the Bayshore Regional Sewerage Authority, its Commissioners, and employees hereby express sincere appreciation to Commissioner Russo for a job well done and gratitude for her years of service and a dedication above and beyond the expectations of a Commissioner in the performance of her duties.

BE IT FURTHER RESOLVED, the Bayshore Regional Sewerage Authority hereby proclaims Madeline Russo, Commissioner Emeritus.

BE IT FURTHER RESOLVED, a copy of this Resolution will be sent to the Governing Body of the Borough of Union Beach to be entered into their permanent records.

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

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

RESOLUTION NO. (21/22): To Acknowledge Commissioner Adam Khachaturian for His Years of Service

WHEREAS, Adam Khachaturian has served the public as a Commissioner of the Bayshore Regional Sewerage Authority (“Authority”) for ten (10) years from February 1, 2012 to January 31, 2022 including the position as Chairman; and

WHEREAS, during a critical time in the history of the Authority, Commissioner Khachaturian helped to bring to completion enormous undertakings and was instrumental in resolving challenging issues relative to the Restoration and Mitigation of the Authority’s Treatment facility and many other important matters due to the destruction from Superstorm Sandy; and

WHEREAS, Commissioner Adam Khachaturian, through his years of service to the Authority served as Chairman of the Engineering Committee and has also served on the Legal and Personnel Committees and, has helped guide its activities and contributed invaluable to its progress.

NOW THEREFORE BE IT RESOLVED, the Bayshore Regional Sewerage Authority, its Commissioners, and employees hereby express sincere appreciation to Commissioner Khachaturian for a job well done and gratitude for his years of service and a dedication above and beyond the expectations of a Commissioner in the performance of his duties.

BE IT FURTHER RESOLVED, the Bayshore Regional Sewerage Authority hereby proclaims Adam Khachaturian, Commissioner Emeritus.

BE IT FURTHER RESOLVED, a copy of this Resolution will be sent to the Governing Body of the Township of Holmdel to be entered into their permanent records.

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

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

RESOLUTION NO. (22/22): To Approve Employment Contract for Executive Director

WHEREAS, The Bayshore Regional Sewerage Authority (“Authority”) is a public body corporate and politic organized and existing under and pursuant to the Sewerage Authorities Law; and

WHEREAS, by Resolution No. 124/19, Mr. Peter J. Canal was promoted to Executive Director of the Authority, effective December 1, 2019; and

WHEREAS, for the more efficient operation of the Authority the Bayshore Regional Sewerage Authority desires to enter into a written Contract of Employment with Peter J. Canal, for the term of five (5) years on the terms and conditions to be discussed and proposed in the annexed form of contract; and

WHEREAS, Mr. Peter Canal will execute a Contract of Employment, subject to Authority Personnel Committee and Attorney review and approval; and

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

NOW THEREFORE BE IT RESOLVED that the Commissioners of the Bayshore Regional Sewerage Authority shall provide a Contract of Employment on the terms and conditions acceptable to Mr. Peter Canal and the Bayshore Regional Sewerage Authority, subject to attorney review and approval.

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

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

ADJOURNMENT

ANNOUNCEMENT (by Chairman Sutton):

The next B.R.S.A. Public Reorganization and Regular Meeting is scheduled for Monday, February 28, 2022, 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 8:26 P.M. Chairman Sutton called for a **MOTION** to Adjourn the meeting.

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

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

Respectfully submitted,
Victoria DuDasko, Administrative Assistant/HR