



# BAYSHORE REGIONAL SEWERAGE AUTHORITY

100 Oak Street, Union Beach, NJ 07735  
732-739-1095 OFFICE 732-739-2459 FAX

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

## MINUTES FOR PUBLIC HEARING & REGULAR MEETING (via Zoom) MONDAY, DECEMBER 19, 2022

At 7:00 P.M., Chairman Cavanagh 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 May 16, 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 860764

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

Meeting PIN 860764

Meeting #82595428520 PIN 860764 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 Cavanagh 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 Cavanagh called for a roll call via Zoom:

**PRESENT:** Commissioners Lauro, McMullen, Mioduszewski, Sutton, Whalen, and Chairman Cavanagh

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  
Mary Baumann, Stenographer  
Michael Bart, CPA- BRSA Auditor  
Chad Sprague, Regulatory Compliance Manager

### **Public Hearing on 2023 User Charge**

At 7:03 P.M. Chairman Cavanagh calls to Open the Public Hearing

#### **Public Hearing Minutes Recorder by Stenographer, Mary Baumann**

At 7:17 P.M., Chairman Cavanagh calls for a MOTION to Close the Public Hearing and Open the Regular Meeting of the Bayshore Regional Sewerage Authority

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

ROLL CALL: Commissioners Lauro, McMullen, Mioduszewski, Sutton, Whalen, and Chairman Cavanagh

### **RESOLUTION** **No. (148/22)**

#### **To Adopt 2023 User Charge Schedule**

**WHEREAS**, in accordance with the Sewerage Authorities Law, N.J.S.A. 40:14A-1, et seq., as amended, the Bayshore Regional Sewerage Authority has conducted a Public Hearing on its annual 2023 Customer Flow Charges and Budget, and will provide a transcript of said Hearing to any interested party; and

**WHEREAS**, the Bayshore Regional Sewerage Authority specifically finds it to be reasonable and necessary to adopt the annexed user charge schedule; and

**NOW THEREFORE BE IT RESOLVED** by the Commissioners of the Bayshore Regional Sewerage Authority that the user charge on the attached 2023 Exhibit “E” be and is hereby adopted and approved for calendar year 2023.

**BE IT FURTHER RESOLVED** that the following Statement of Revenues and Appropriations shall constitute the Budget of the Bayshore Regional Sewerage Authority for the Fiscal Year Ending December 31, 2023.

<b>REVENUES</b>	
Retained earnings appropriated	\$ 0
Anticipated revenues	\$ 10,944,477
<hr/>	
Total revenues and other financial sources	\$ 10,944,477
<b>APPROPRIATIONS</b>	
Operating Expenses	\$ 9,020,735
Capital Appropriations	\$ 1,000,000
Debt service, reserves, and deficit	\$ 923,743
<hr/>	
Total Appropriations & Capital Expenditures	\$ 10,944,477

**Exhibit “E” Customer User Charges**

The Bayshore Regional Sewerage Authority	
Aberdeen:	\$ 1,809,774.70
Hazlet:	\$ 2,888,132.60
Holmdel:	\$ 1,135,166.98
Keansburg:	\$ 982,999.82
Keyport:	\$ 1,078,357.91
Matawan:	\$ 1,070,242.32
Union Beach:	\$ 744,604.61
WMUA:	\$ 435,198.06

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

ROLL CALL: Commissioners Lauro, McMullen, Mioduszewski, Sutton, Whalen, and Chairman Cavanagh

**RESOLUTION**  
**No. (149/22)**

**2023 ADOPTED BUDGET RESOLUTION**  
**Bayshore Regional Sewerage Authority**

**WHEREAS**, the Annual Budget and Capital Budget/Program for the Bayshore Regional Sewerage Authority for the fiscal year beginning January 1, 2023 and ending, December 31, 2023 has been presented for adoption before the governing body of the Bayshore Regional Sewerage Authority at its Open Public Meeting on December 19, 2022; and

**WHEREAS**, the Annual budget as presented for adoption reflects Total Revenues of \$10,944,477.00 Total Appropriations, including any Accumulated Deficit, if any, of \$9,944,476.00, and Total Unrestricted Net Assets utilized of \$0.00; and

**WHEREAS**, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$22,900,000.00 and Total Unrestricted Net position planned to be utilized of \$12,055,000.00.

**NOW THEREFORE BE IT RESOLVED** by the Commissioners of the Bayshore Regional Sewerage Authority, at an Open Public Meeting held on December 19, 2022, that the Annual Budget and Capital Budget/Program of the Bayshore Regional Sewerage Authority for the fiscal year beginning, January 1, 2023 and ending December 31, 2023 is hereby adopted and shall constitute appropriations for the purposes stated.

**BE IT FURTHER RESOLVED**, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

<u>Governing Body Members</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Chairman Christopher Cavanagh	x			
Commissioner Samuel Lauro	x			
Commissioner Marcy McMullen	x			
Commissioner John Mioduszewski	x			
Commissioner Bart Sutton	x			
Commissioner Scott Whalen	x			

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

ROLL CALL: Commissioners Lauro, McMullen, Mioduszewski, Sutton, Whalen, and Chairman Cavanagh

## Reports

### BRSA Projects, Special Reports & Connection Applications

#### **Executive Directors Report**

- **Administration-** We continue to follow the CDC guidelines. We currently have one employee out with Covid-19. Mr. Canal also discussed a resolution on for approval for a national WastewaterSCAN sampling program for COVID-19, Monkeypox, RSV, and Influenza. The program offers an approximate \$30,000 yearly stipend to the Authority to offset the cost of collecting the samples. The resolution for the WastewaterSCAN sampling program also requires final attorney approval.
- Chairman Cavanagh asked if WastewaterSCAN approached the Authority with this offer. Mr. Canal confirmed they (WastewaterSCAN) did approach the Authority. Chairman Cavanagh asked if there would be a formal agreement in place. Mr. Napolitano confirmed there would be a formal agreement in place and briefly discussed

the agreement with the board. Commissioner McMullen asked why an Authority would not participate in the program. Chairman Cavanagh speculated a concern about the information obtained during sampling being made public and adding additional parameters to the testing. Mr. Napolitano explained that the information would be public, and the agreement requires any additional analysis to be approved by the Authority. A brief discussion was held about the WastewaterSCAN program.

- **Disaster Recovery Update- C.114-S, Power Resiliency Generation (PRG) Project,** The MCBOA agreement is in attorney review and should be finalized soon. On November 9, 2022, we were informed by the NJDEP that the final Pre-draft Title V air permit will be reviewed by the EPA prior to advertisement. On November 24, 2022, we received written confirmation that our short- & long-term loans were approved. We anticipate advertising the project for public bids shortly after the new year.
- **Dorr Oliver-** Hazen & Sawyer has presented 12 potential cost savings during the value engineering. Ten (10) of these cost savings techniques were presented for further evaluation.
- **Request for Expression of Interest-** The Request for Expression of Interest was issued to fifteen (15) engineering firms that specialize in wastewater treatment, collection systems, and/or incineration services. Twelve proposals were received on November 18, 2022, and plan on reviewing them with the Engineering Committee in January. We are expectant to possibly award at the January or February 2023 Public Meeting.
- **Financial-** There are payments to approve this month for Project Fund (PF) No.3, for Power Resiliency Generation Project (PRG) for Cleary Giacobbe Alfieri Jacobs in the amount of \$1,813 and R3m engineering, inc. in the amount of \$1,281. Our first annual debt service payment for 2023 is due February 1 and we typically transfer the funds from our operating account into our debt service account this month in advance of the electronic payment.
- **Human Resources-** The Authority held its annual Christmas party on December 12 and the staff would like to thank Commissioner Lauro for attending and Commissioner Sutton for making his Jambalaya. The annual "Richard Jenkins Award" was awarded to Jessica Lockwood, our Chemist, for her hard work and dedication in the laboratory. -Chairman Cavanagh stated a congratulation to Jessica Lockwood on her achievement of obtaining this year's Dick Jenkin's Award.
- **Other-** Mr. Canal thanked the Commissioners who attended the Municipal Excess Liability (MEL) Joint Insurance Fund Elected Officials' Training Seminar at the annual AEA conference. The MEL recently issued a \$1,250 credit on our first invoice for 2023.

## Principal Engineer Report

- **Contract 129 – WWTP Miscellaneous Structural Repairs** – All work is now complete and all required close-out documents, including the maintenance bond have been submitted. We have a resolution for the board’s approval to close out the Contract and accept the maintenance bond.

- **Contract 130 – Administration Building Roof Replacement** -We held a Pre-Bid Meeting on-site on November 3, 2022, with the bid opening taking place on December 7, 2022. We have received three (3) bids for the project with a low bid of \$251,580.00 from MTB, LLC of Neptune City, NJ. Our Attorney, Engineering Staff, and R3M have reviewed the bids and are recommending the award of the Contract. We are recommending MTB and have a resolution for the board’s approval to award Contract 130 Administration Building Roof Replacement to MTB in the amount not to exceed \$251,580.00.

- **Contract 138 – Recycle Pumping Station Improvements** – We have a project update for the static overflow line from the recycle pumping station to the main plant influent chamber. The contractor has begun installing the pipe. The installation required a deep excavation of approximately 17 feet deep. We have encountered multiple duct banks, old sheeting, and other utilities that were not on our record drawings.

-Chairman Cavanagh asked about the steel in the driveway of the Authority. Mr. Petti responded it was sheeting and piling to be used due to support the deep excavation.

- **Contract 140 – Raritan Valley Force Main Replacement** – 90% of the drawings from PS&S have been completed. The Authority Staff has met with Hazlet Township to introduce the project. NJDEP permits require Hazlet Township’s signature and a temporary construction easement. The agreements and applications have been drafted and sent to Hazlet for review.

-Chairman Cavanagh asked what portion of the project was affected by the green acre’s permit. Mr. Petti responded it was a small portion on the discharge side.

- **Contract 144 – Pumping Station Transfer Switch Replacements & Electrical Upgrades** – We expect to have the final specs completed in a week or two. Our staff comments have been submitted to Mott MacDonald for review and we have a resolution tonight to authorize advertisement of the project for public bids.

- **Contract 146 – NIRO Incinerator Rehabilitation** –We have determined various repairs are needed to the NIRO Incinerator. The repairs include the replacement of cracked freeboard refractory along the walls of the incinerator, the replacement of sludge ports and thermocouples, and repairs to the site glass. We have a resolution for approval to authorize the advertisement of the Contract for Public Bids.

- **RFQ 2023-01 – Furnish & Deliver Force Main Repair Inventory** –R3M Engineering has developed a Long-Term Force Main Monitoring Program and Emergency Response Plan. The plan recommends maintaining an inventory of critical pipeline repair pieces for emergency repairs and the Engineering Staff has developed an RFQ to procure the inventory. We have a resolution for approval to advertise for RFQ.

- **2023 Various Chemical Contract** – Our annual Contracts for Caustic Soda (“Sodium Hydroxide”), Bioxide, and Sodium Hypochlorite are all scheduled to expire in February 2023. We have a resolution to authorize the advertisement of the contract for public bids with a possible award consideration at the January 2023 Public Meeting.

- **RFQ 2023-02 - Roof Inspection & Preventative Maintenance for a One (1) Year Period** – Our Annual Roof Inspection Service Contract is scheduled to expire in February 2023. We are seeking a resolution to authorize the advertisement of the RFQ for public bids for possible award consideration at the January or February 2023 Public Meeting. -Commissioner McMullen asked for a status update on item 24 (Bell Works, B. 11, L. 38, Bell Labs Property, Holmdel) Mr. Napolitano stated he received a recent email requesting to hold a meeting later this week.

#### 1. **Consulting Engineer – R3M**

- **Power Resiliency System** – Mr. Petti previously reported on this
- **WPCP – Misc. Structural Repairs** – These are essentially complete and we are in the process of closing out.
- **WPCP – Site-Specific Odor Control Design** – We have finalized this project and will have the advertisement for bids ready in January 2023 which has already been approved by the board.
- **Administration Building Roof Replacement** – We have received 3 bids and we recommend award to MTB.
- **West Keansburg Pump Station Bypass & Meter Facility Construction Services-** The contractor has experienced challenges related to the issues with the mag meter signal to the SCADA system.
- **Engineering Design Services for West Keansburg Force Main-** The contract was awarded, and the preconstruction meeting was held on November 17, 2022.
- **Condition Assessment & Planning Program of Authority Force Mains: Phase III-** We have prepared a presentation for the Authority staff which will be presented on January 5, 2023, with findings and conclusions.

#### 2. **Director of Operations Report**

- **Plant Performance** -The flows in November were approximately 0.5 million gallons per day less than October's flows.
- **Effluent Quality-** Numbers are lower than in October and Authority staff continues process adjustments to further improve effluent quality.
- **Odor Complaints-** We received 4 odor complaints for this month. At the time of three of the four complaints, the wind was between 18 and 28 miles an hour.
- **Noise Complaints-** We have received two noise complaints this month. We are continuing to investigate the source of the noise.
- **Operations** – We had 2 scheduled incinerator shutdowns, one for maintenance and one for operator training. We also had 2 unscheduled shutdowns as well both were resolved quickly.
- **Compliance, Safety, and Training-** First Environmental performed the annual EJIF Inspection. The report is found attached. The Authority did well with 89 points out of 100. They deducted 10 points for storm drains and one point for floor drains. Our labor attorney conducted training on our updated policy manual. Mike Hilton performed annual incinerator training.
- **Laboratory-** Our newly hired laboratory technician is going well and is

already on his regular schedule. Mr. Canal also stated he is picking up quickly. Mr. Broyles stated Jessica Lockwood our Authority Chemist is happy with our Laboratory staff.

- **Industrial Pretreatment Program-** Our IPP draft permits 30 day comment period is complete and we received no comments from the permittees. The NJDEP has a few recommendations for the final permit which we expect to be issued effective 1/1/2023.
- **Computers, Instrumentation, and Network Administration-** We programmed a new feature into the Operator Interface Terminal (OIT) for Belt Filter Press #4. The feature allows the Operator to bypass the belt alignment alarm and continue operating the press until the Maintenance Staff can perform the necessary inspection and adjustments of the dewatering belt. We installed a new omni directional antenna on the Aberdeen Water Tower which will serve as a “repeater” for all the meter chamber and pump station radios. On November 16 Trace Environmental provided a live demonstration of their new WebDAS2k software.
- **Treatment Plant-** We removed Grit Chamber #3 from service to perform some bearing and sprocket replacement work. During this time, the contractor for the Grit Facility Repairs and Improvements Project took some measurements for the air diffuser replacement. We removed Chlorine Contact Tank 2A from service to perform some routine housekeeping work. Our annual inspections for Chain Hoists have been completed and the report has been returned to the Authority for improvements. We replaced the brake calipers and rotors on Truck 7, one of our 2013 Ford Explorers. No bids received resolution No. (153/22), resolution was tabled.
- **Collection System-** As part of an investigation into increased water usage at the West Keansburg Pump Station we temporarily bypassed the Odor Control Building to insure we do not have an underground water leak. Allied Fire & Safety Equipment inspected all fire alarm systems in the Authority’s collection system.  
-Chairman Cavanagh asked if the wind speed can help determine where an odor is coming from. Mr. Broyles answered with winds at that speed can draw odors from various places at the Authority.

**1. Legal Report - Closed Session**

**TREASURER’S REPORT**

**STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS**

	<b>Balance</b>
<b>UNRESTRICTED INVESTMENTS</b>	<b>November 30, 2022</b>
TD Bank -CD#1	\$ 2,118,000.00
Lakeland Bank Reserved Checking	\$ 2,431.11
<b>TOTAL UNRESTRICTED INVESTMENTS</b>	<b>\$ 2,120,431.11</b>
<b>TD BANK UNRESTRICTED CASH</b>	
Incoming Revenue Account	\$ 2,434.22
Operating Regular Account	\$ 2,620,137.74



Operating Reserve Account	\$ 8,847,364.08
Operating Payroll Account	\$ 670,736.24
TOTAL UNRESTRICTED CASH	\$ 12,140,672.28
TOTAL UNRESTRICTED CASH & INVESTMENTS	\$ 14,261,103.39

**RESTRICTED INVESTMENT**

Cash Management	\$ 7,417,019.02
TD Bank CD2	\$ 3,126,699.44
TOTAL RESTRICTED INVESTMENTS	\$10,543,718.46

**RESTRICTED CASH**

NJEIT Project Fund	\$ 465,970.76
NJEIT Project Fund #II	\$ 3,692,472.16
NJEIT Project Fund #III	\$ 1,019,536.22
Bond Service Fund	\$ 104,867.60
TOTAL RESTRICTED CASH	\$ 5,282,846.74
TOTAL RESTRICTED CASH & INVESTMENTS	\$15,826,565.20
<b>TOTAL AUTHORITY ACCOUNTS</b>	<b>\$30,087,668.59</b>

Detail of the accounts, receipts and disbursements, including investment activity, are on file in the Administrative Office of the Bayshore Regional Sewerage Authority.

**SCHEDULE OF ACCOUNTS RECEIVABLE**

	<b>Balance</b>	
	<b>November 30, 2022</b>	
<b>BRSA CHARGES</b>		
Hazlet Township Sewerage Utility	\$	0.00
Township of Holmdel	\$	0.00
Borough of Union Beach	\$	0.00
Borough of Keyport	\$	0.00
Borough of Keansburg	\$	0.00
Borough of Matawan	\$	0.00
Western Monmouth Utilities Authority	\$	0.00
Township of Aberdeen	\$	0.00
<b>TOTAL</b>	\$	0.00
<b>OUTFALL AUTHORITY CHARGES</b>		
Hazlet Township Sewerage Utility	\$	0.00
Township of Holmdel	\$	0.00
Borough of Union Beach	\$	0.00
Borough of Keyport	\$	0.00
Borough of Keansburg	\$	0.00
Borough of Matawan	\$	0.00
Western Monmouth Utilities Authority	\$	0.00
Township of Aberdeen	\$	0.00
<b>TOTAL</b>	\$	0.00
<b>RENT RESERVE ACCOUNTS as of August 31, 2022</b>		
Hazlet Township Sewerage Utility	\$	731,613.47

Township of Holmdel	\$ 323,901.87
Borough of Union Beach	\$ 198,757.94
Borough of Keyport	\$ 302,146.57
Borough of Keansburg	\$ 268,410.28
Borough of Matawan	\$ 328,367.79
Western Monmouth Utilities Authority	\$ 117,176.03
Township of Aberdeen	\$ 485,281.85
<b>TOTAL</b>	<b>\$ 2,755,655.80</b>

## TREASURER'S REPORT

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

AYES: Commissioners Lauro, McMullen, Mioduszewski, Sutton, Whalen and Chairman Cavanagh

## PAYMENT OF REQUISITIONS

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

Operating Fund Req. No. 616 (Regular)	\$ 674,159.99
Payroll Account Req. No.P264 (Payroll)	\$ 335,014.68
NJEIT Project Fund #III Req.#PF-28	\$ 3,094.00

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

ROLL CALL: Commissioners Lauro, McMullen, Mioduszewski, Sutton, Whalen and Chairman Cavanagh

## APPROVAL OF MINUTES

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

Regular Meeting Minutes of November 14, 2022  
Closed Session Minutes of November 14, 2022

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

AYES: Commissioners Lauro, McMullen, Mioduszewski, Sutton, Whalen and Chairman Cavanagh

## **PUBLIC PORTION**

**Chairman Cavanagh announces:** 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.

NO PUBLIC IN ATTENDANCE.

## **RESOLUTIONS**

### **RESOLUTION No. (150/22): To Adopt & Reissue Final Permits for CEI**

**WHEREAS**, the Bayshore Regional Sewerage Authority (“Authority”) is a Designated Local Agency (DLA) administering an Industrial Pretreatment Program (“IPP”) Program pursuant to the General Pretreatment Regulations 40 CFR Part 403 and N.J.A.C 7:14A-1 et seq; and

**WHEREAS**, in accordance with the NJDEP Permit No. NJ0024708 Part IV (E) -5, the Authority is required to re-issue permits within 180 days of the expiration date of the IPP Permit issued to an existing industrial user; and

**WHEREAS**, Cosmetic Essence Innovations LLC (CEI) d/b/a Voyant Beauty with (1) one location in Holmdel (permittee) is a significant industrial user with a permit expiring on December 31, 2022; and

**WHEREAS**, the Authority has reissued a draft permit to CEI setting forth the rules, conditions, limits and other requirements in accordance with N.J.A.C. 7:14A-19.8 (b) by which their industrial waste is permitted to discharge to the Authority system; and

**WHEREAS**, in November, 2022 the Authority Public Noticed its intention to reissue an Industrial User permit to CEI and provided a 30 day comment period and opportunity for a public hearing for any interested party; and

**WHEREAS**, the Authority did not receive any significant comments from the Permittee or any member of the public; and

**WHEREAS**, the Authority has developed a final permit for CEI based upon the draft permit; and

**WHEREAS**, the Authority deems it desirable to reissue the draft permit as final to CEI to (1) prevent of discharge of pollutants that would interfere with the attainment of effluent limitations, (2) pass through the treatment plant and impair water quality, and (3) affect sludge quality so as to interfere with the Authority’s management of sludge.

**NOW THEREFORE BE IT RESOLVED** by the Commissioners of the Bayshore Regional Sewerage Authority hereby reissue a final permit to CEI under permit No. 000005.

**BE IT FURTHER RESOLVED** a copy of this resolution and the final permits shall be sent to the New Jersey Department of Environmental Protection, Division of Pretreatment and

Residuals and to CEI.

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

AYES: Commissioners Lauro, McMullen, Mioduszewski, Sutton, Whalen and Chairman Cavanagh

**RESOLUTION No. (151/22): To Adopt & Reissue Final Permits for IFF**

**WHEREAS**, the Bayshore Regional Sewerage Authority (“Authority”) is a Designated Local Agency (“DLA”) administering an Industrial Pretreatment Program (“IPP”) Program pursuant to the General Pretreatment Regulations 40 CFR Part 403 and N.J.A.C 7:14A-1 et seq; and

**WHEREAS**, in accordance with the NJDEP Permit No. NJ0024708 Part IV (E) -5, the Authority is required to re-issue permits within 180 days of the expiration date of the IPP Permit issued to an existing industrial user; and

**WHEREAS**, International Flavors and Fragrances (IFF) with (2) two locations in Union Beach and (1) one location in Hazlet (permittees) are significant industrial users with a permit expiring on December 31, 2022; and

**WHEREAS**, the Authority has issued draft permits to all (3) three permittees setting forth the rules, conditions, limits and other requirements in accordance with N.J.A.C. 7:14A-19.8 (b) by which their respective industrial wastes are permitted to discharge to the Authority system; and

**WHEREAS**, in November, 2022 the Authority Public Noticed its intention to reissue Industrial permits to IFF and provided a 30 day comment period and opportunity for a public hearing for any interested party; and

**WHEREAS**, no significant comments were submitted by the Permittee or any member of the Public; and

**WHEREAS**, the Authority has developed a final permit for all 3 IFF permits based upon the draft permit; and

**WHEREAS**, the Authority deems it desirable to reissue final permits to IFF’s (3) three industries to (1) prevent of discharge of pollutants that would interfere with the attainment of effluent limitations, (2) pass through the treatment plant and impair water quality, and (3) affect sludge quality so as to interfere with the Authority’s management of sludge.

**NOW THEREFORE BE IT RESOLVED** the Commissioners of the Bayshore Regional Sewerage Authority hereby reissue final permits to IFF’s industrial dischargers under Permit No. 000001 Union Beach Facility, No.000004 R&D Facility, and No.000003 Compounding Facility.

**BE IT FURTHER RESOLVED** a copy of this resolution and the final permits shall be sent to the New Jersey Department of Environmental Protection, Division of Pretreatment and Residuals and to International Flavors and Fragrances.

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

AYES: Commissioners Lauro, McMullen, Mioduszewski, Sutton, Whalen and Chairman Cavanagh

**RESOLUTION No. (152/22): Authorizing and Directing the Execution of a Materials Transfer Agreement between the Bayshore Regional Sewerage Authority and Verily Life Sciences LLC**

**WHEREAS**, Verily Life Sciences LLC (“Verily”) is conducting a nationwide wastewater sampling program called “WastewaterSCAN” to test and monitor for COVID-19, Monkeypox, RSV and Influenza; and

**WHEREAS**, Verily’s goal is to monitor diseases through municipal wastewater sampling and establish a framework for early warning platforms for viral pathogens with a pandemic potential; and

**WHEREAS**, Verily will pay the Bayshore Regional Sewerage Authority (the “Authority”) \$200 per solid sample and \$150 per liquid influent sample, totaling \$31,200 or \$23,400 annually, and stipends to offset labor costs for gathering samples; and

**WHEREA**, the results from wastewater sampling will be publicly available for review and will not provide any personally identifiable information; and

**WHEREAS**, the Board of Commissioners of the Authority deem it in the best interest of the Authority and its customers to authorize the contract with Verily.

**NOW THEREFORE BE IT RESOLVED**, by the Commissioners of the Bayshore Regional Sewerage Authority as follows:

1. The Authority hereby authorizes execution of the Materials Transfer Agreement with Verily Life Sciences LLC for the sampling and testing of wastewater for disease pathogens for a period of 1 year, in accordance with the terms and conditions set forth in the contract.
2. The Authority hereby authorizes the execution of the aforementioned contract, subject to the review and approval of the Authority’s General Counsel.
3. The Chairman and Secretary are hereby authorized to execute the contract documents on behalf of the Authority.

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

AYES: Commissioners Lauro, McMullen, Mioduszewski, Sutton, Whalen and Chairman Cavanagh

**RESOLUTION No. (153/22): To Award Request for Quotation 2022-10 Furnish Authority Utility Truck to Able Ford of New Jersey, Inc. in the amount of \$\_\_\_\_\_. TABLED**

**RESOLUTION No. (154/22): To Authorize Advertisement for Public Bids for the 2023 Various Chemical Contract**

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

**WHEREAS**, the Authority has current Contracts with multiple vendors for the furnishing and delivery of each chemical, which expire in February 2023; and

**WHEREAS**, the Authority intends to rebid a single Contract for the furnishing and delivery of each of the three (3) required chemicals; and

**WHEREAS**, the Authority requires authorization to solicit public bids for a new Contract.

**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 2023 Various Chemical Contract in the Authority Official Newspaper and on the Authority Website.

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

AYES: Commissioners Lauro, McMullen, Mioduszewski, Sutton, Whalen and Chairman Cavanagh

**RESOLUTION No. (155/22): To Authorize Advertisement for RFQ 2023-02 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 2023-02) 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 2023-02, Roof Inspection & Preventative Maintenance for a One (1) Year Period on the Authority Website.

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

AYES: Commissioners Lauro, McMullen, Mioduszewski, Sutton, Whalen and Chairman Cavanagh

**RESOLUTION No. (156/22): To Authorize Advertisement for RFQ 2023-01 Furnish & Deliver Emergency Force Main Repair Inventory**

**WHEREAS**, the Bayshore Regional Sewerage Authority (“Authority”) owns and maintains 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**, as part of the Condition Assessment & Planning Program of the Authority force mains, R3M Engineering, Inc., the Authority's Consulting Engineer, prepared a Long-Term Monitoring Program & Emergency Response Plan; and

**WHEREAS**, the Long-Term Monitoring Program & Emergency Response Plan recommends the Authority maintain an inventory of critical pipeline repair pieces for emergency repairs; and

**WHEREAS**, a Request for Quotation (RFQ 2023-01) 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 2023-01, Furnish & Deliver Force Main Repair Inventory on the Authority Website.

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

AYES: Commissioners Lauro, McMullen, Mioduszewski, Sutton, Whalen and Chairman Cavanagh

**RESOLUTION No. (157/22): To Authorize Advertisement for Public Bids on Contract 144, Matawan & West Keansburg Pumping Station ATS & Electrical Upgrades**

**WHEREAS**, the Bayshore Regional Sewerage Authority ("Authority") owns and operates two (2) regional sanitary sewer pumping stations known as the Matawan Pumping Station ("MPS") and the West Keansburg Pumping Station ("WKPS"); and

**WHEREAS**, the Authority has identified the need for electrical upgraders at the MPS & WKPS, including the replacement of automatic transfer switches; and

**WHEREAS**, the Authority has contracted with Mott MacDonald, LLC to develop Contract 144, Matawan & West Keansburg Pumping Station ATS & Electrical Upgrades with technical specifications for the work and design documents for the solicitation of public bids, by Resolution No. 89/22; 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 144, Matawan & West Keansburg Pumping Station ATS & Electrical Upgrades in the Authority Official Newspaper and on the Authority Website.

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

AYES: Commissioners Lauro, McMullen, Mioduszewski, Sutton, Whalen and Chairman Cavanagh

**RESOLUTION No. (158/22): To Authorize Advertisement for Public Bids on Contract 146, NIRO Incinerator Rehabilitation**

**WHEREAS**, the Bayshore Regional Sewerage Authority (“Authority”) owns and maintains a fluidized bed incineration system for thermal destruction of organic solids generated and removed from the treatment process; and

**WHEREAS**, the Authority has identified the need for internal refractory repairs, replacement of the sludge ports and thermocouples and other miscellaneous repairs; and

**WHEREAS**, Chavond-Barry Engineering Corp., the Authority Incinerator Consulting Engineer, has prepared technical specifications for the work and design documents 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 146, NIRO Incinerator Rehabilitation in the Authority Official Newspaper and on the Authority Website.

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

AYES: Commissioners Lauro, McMullen, Mioduszewski, Sutton, Whalen and Chairman Cavanagh

**RESOLUTION No. (159/22): To Award Contract 130, Administration Building Roof Replacement to MTB, LLC, of Neptune City, NJ in the amount of \$251,580.00**

**WHEREAS**, the Bayshore Regional Sewerage Authority (“Authority”) owns and maintains an Administration Building within the Wastewater Treatment Plant that has a need to replace the roof, including the removal of skylights, adjustment of roof curbs and temporary supports of HVAC equipment; and

**WHEREAS**, the Authority has contracted with R3M Engineering, Inc. to develop Contract 130, Administration Building Roof Replacement with technical specifications for the work and design documents for the solicitation of public bids, by Resolution No. 102/21; and

**WHEREAS**, in accordance with Local Public Contracts Law, the Authority advertised for Contract 130, Administration Building Roof Replacement, and three (3) sealed bids were received and publicly opened on December 7, 2022 at 11:00 A.M., with the low bidder being MTB, LLC, of Neptune City, NJ in the amount of \$251,580.00; and

**WHEREAS**, the Authority Attorney, Principal Engineer and R3M Engineering, Inc. have reviewed the bids and are recommending award of the Contract to MTB, LLC, of Neptune City, NJ in the amount of \$251,580.00; and

**WHEREAS**, in accordance with N.J.S.A 5:30-5.4 (a) (3), the Authority certifies the availability of funds in the 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.



**NOW THEREFORE BE IT RESOLVED**, the Commissioners of the Bayshore Regional Sewerage Authority that MTB, LLC, of Neptune City, NJ is hereby awarded Contract 130, Administration Building Roof Replacement in the amount of \$251,580.00 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 Whalen, and carried by a unanimous voice vote recorded as follows:

ROLL CALL: Commissioners Lauro, McMullen, Mioduszewski, Sutton, Whalen and Chairman Cavanagh

**RESOLUTION No. (160/22): To Approve Close-Out of Contract 129, Wastewater Treatment Plant Miscellaneous Structural Repairs**

**WHEREAS**, the Bayshore Regional Sewerage Authority (“Authority”) owns and maintains a Wastewater Treatment Plant and sewage collection system with various buildings, tanks, pumping station and metering chambers; and

**WHEREAS**, in accordance with Local Public Contracts Law, Waters & Bugbee, Inc. was awarded Contract 129, Wastewater Treatment Plant Miscellaneous Structural Repairs in the amount of \$263,025.00 by Resolution No. 69/22; 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 129, Wastewater Treatment Plant Miscellaneous Structural Repairs.

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

AYES: Commissioners Lauro, McMullen, Mioduszewski, Sutton, Whalen and Chairman Cavanagh

**PUBLIC PORTION**

**Chairman Cavanagh announces:** This portion of the meeting is open to the public to discuss any BRSA matters the public may care to address. The public is reminded, only questions or comments not previously addressed; and/or specific to the scope of BRSA’s operations or projects will be addressed. As a courtesy to all members of the public wishing to speak, please be mindful of limiting your comments to 5 minutes.

NO PUBLIC IN ATTENDANCE

## **EXECUTIVE SESSION**

Chairman Cavanagh called for a MOTION to go into Closed Session at 8:00 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 Mioduszewski, SECONDED BY: Commissioner McMullen, and carried by

a unanimous voice vote recorded as follows:

AYES: Commissioners Lauro, McMullen, Mioduszewski, Sutton, Whalen and Chairman Cavanagh

## **END CLOSED SESSION**

**Chairman Sutton** calls for a **MOTION** to End Closed Session and Re-Open the Regular Meeting @ 8:34 P.M.

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

ROLL CALL: Commissioners Lauro, McMullen, Mioduszewski, Sutton, Whalen and Chairman Cavanagh

## **ADJOURMENT**

### **ANNOUNCEMENT (by Chairman Cavanagh):**

The next B.R.S.A. Public Meeting is scheduled for Monday, January 23, 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 8:35 P.M. Chairman Cavanagh called for a **MOTION** to Adjourn the meeting.

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

AYES: Commissioners Lauro, McMullen, Mioduszewski, Sutton, Whalen and Chairman Cavanagh

Respectfully submitted,  
Victoria DuDasko, Administrative Assistant/HR