



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, March 20, 2023

At 7:00 P.M., Chairwoman McMullen makes the following announcement:

The Public 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.

Join Zoom Meeting:

<https://us02web.zoom.us/j/88944344251>

Meeting ID: 889 4434 4251

Passcode: 187423

One tap mobile

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Please be advised that the Zoom link, Meeting ID and Passcode for each meeting are the same.

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.

Chairwoman McMullen 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.

Chairwoman McMullen calls for a roll call of attendance (via Zoom):

PRESENT: Commissioners Cavanagh, Lauro, Mioduszewski, Sutton, Whalen, and Chairwoman McMullen

Also In Attendance: Mr. Peter Canal, Executive Director
Via Zoom J. Michael Broyles, Director of Operations
 Thomas Petti, P.E., Principal Engineer
 John Napolitano, General Counsel
 Manuel Ponte, P.E., Consulting Engineer
 Carlos Nunez-Rojas, IT
 Roy Anderson, Superintendent
 Chad Sprague, Regulatory Compliance Manager
 Joseph Frissora, HDR
 Jamie Zimmerman, HDR

Dorr Oliver Rehabilitation & Power Resiliency Projects Presentation

Jamie Zimmerman of HDR provided a presentation on the Power Resiliency & Dorr Oliver Projects

1. The Power Resiliency Project is intended to provide BRSA & MCBOA with reliable power in anticipation of, and during major storm events.
 - Generation Building will house three (3) 1500KW generators that will power both facilities
 - Generation Building will be constructed atop the existing wind turbine pad and will be elevated above the 500-year flood level
 - It is estimated that the generators will require 2 hours/month maintenance
 - Exhaust vents of the Generation Building will face the Bay. Modeling predicts the noise level to be below the 50-decibel limit at the residential property lines.
 - Project also includes flood proofing the existing pump station walls at the MCBOA facility to the 500-year flood level
 - Construction access via 9th Avenue for BRSA and Edmunds Avenue for MCBOA
 - Expect delivery of equipment and concrete work to take place early-mid 2024. Pile work expected to start late 2023 and continue into 2024
 - Projected project schedule:
 - Project Advertised beginning March 16, 2023
 - Bid Opening on May 18, 2023
 - Award Contract in August 2023
 - Begin Construction in Fall 2023. Expect construction to continue for twenty-six (26) months
 - Latest construction cost estimate is approximately \$25 Million
2. The Dorr Oliver Incinerator Rehabilitation Project is intended to provide BRSA with a fully redundant back-up incinerator that meets the current emissions regulations.

- Project includes rehab of the Dorr Oliver Incinerator and installation of a new pipe tuyere system, new heat exchanger, new stack and emissions controls, roof hatch for maintenance and removal, as well as Plant Control Building improvements and new electrical equipment for the incinerator
- To meet emissions regulations, a new quench and wet scrubber will be installed inside the building and a new mercury scrubber will be installed outside as well as a new 87 foot tall stack
- Title V permit was obtained for the project in 2019. A NJDEP Land Use permit is not required. We are working on step 4, Engineering Design and Specifications, of the IBANK application.
- Current construction schedule:
 - Award Contract by December 2023
 - Begin Construction in January 2024. Expect construction to continue for twenty-four (24) months
- Latest cost estimate is approximately \$20 Million

A brief discussion took place concerning the equipment noise levels and Power Resiliency Generator building height.

Reports

BRSA Projects, Special Reports & Connection Applications

1. Executive Director's Report

- **Administration** – We recently executed the contract agreement with Verily for the WastewaterSCAN program. BRSA staff met today to develop a plan to move forward and it is anticipated that we will begin sampling within the next couple of weeks. The Signaturely digital signature program is now up and running. One Commissioner has set up their profile and the IT Department will be reaching out to the rest of the Commissioners to set up their digital signatures.
- **Disaster Recovery Update** – HDR provided an update on the Power Resiliency Project in their presentation. The project went out for bid advertisement on March 16, 2023 with a pre-bid meeting scheduled for April 13, 2023. There are already 13 planholders of the Contract Documents. Bid opening will take place on May 18, 2023 barring any addendums and we hope to award in June or July.
- **Dorr Oliver** – HDR is currently working on the sixty (60) percent design milestone, and we will have them back for another presentation once the ninety (90) percent or final design is complete.
- **Finance** – The Electrical Supply Aggregation Group is opening bids on Wednesday, March 22, 2023. If favorable, we will look to award next month. There are payments to approve for Project Fund (PF) No.3, for Power Resiliency Generation Project (PRG) for Cleary Giacobbe Alfieri Jacobs in the amount of \$814, HDR in the amount of \$815 and R3M Engineering, Inc. in the amount of \$1,189.50.
- **Other** – On March 1, 2023, a leak was discovered from our Raritan Valley Force Main in the wooded easement near the Raritan Valley pump station. Our emergency contractor, CRS (Cruz) was immediately mobilized, and the repair and bypassing was completed on March 2, 2023. Mr. Canal thanked the BRSA staff involved in the repair for working around the clock to complete the repair so quickly. He then congratulated Roy Anderson,

who was presented with an Individual Wave Award at the Spring AEA Utility Management Conference for his years of public service.

Commissioner Whalen stated that he saw Chuck Theodora and another BRSA employee on Green Acre Drive in Hazlet on Friday checking for the cause of high flow through one of our meter chambers and asked if the cause had been determined. Mr. Anderson explained that the issue was due to a partial blockage in the line, causing the line to surcharge back to the meter chamber. A Jet-Vac truck was called in Friday afternoon and the blockage was cleared.

2. Principal Engineer's Report

- **Contract 122 – Interceptor Sewer Rehabilitation Phase 3** – The work has been completed. The maintenance bond and close-out documents have been submitted. There is a Resolution on tonight to close out the Contract.
- **Contract 124 – West Keansburg Pumping Station Bypass Facility & Improvements** – The contractor repaired a small leak upstream of the new mag meter on February 22, 2023 and the project is now complete. The maintenance bond and close-out documents have been submitted and approved. There is a Resolution on tonight to close out the Contract.
- **Contract 139 – Niro Incinerator Primary Heat Exchanger Rehabilitation** – We received one (1) bid on February 14, 2023 from Iron Hills Construction in the amount of \$563,211.00. The bid came in higher than the estimated cost provided by Chavond-Barry Engineering Corp. After some additional discussions with Chavond-Barry and the manufacturer, Chavond-Barry updated their cost estimate. As a result, we feel comfortable awarding the project. There is a Resolution tonight to award Contract 139 Niro Incinerator Primary Heat Exchanger Rehabilitation to Iron Hills Construction, Inc. of Easton, PA in the amount of \$563,211.00.
- **Contract 140 – Raritan Valley Force Main Replacement** – The project is close to the end of the design phase. The staff met with PS&S on March 8, 2023 to go over the final submittal. PS&S is now addressing a few small comments. We received word from the NJTA that our application for our License to Cross Agreement is complete and it will be issued once the final drawings are received by the NJTA. We submitted our Land Use permit in February and are awaiting NJDEP review, which generally takes 60-90 days. We have a Resolution tonight to authorize advertisement of the Contract for Public Bids once we are ready to proceed.
- **Contract 144 – Matawan & West Keansburg Pump Station ATS & Electrical Upgrades** – The project bid opening took place on March 1, 2023. The lowest bid from Travis, Inc. of East Hanover, NJ in the amount of \$609,428.00 was rejected at the advice of our attorney due to a failure to provide a Public Works Contractor Registration Certificate for one of their Sub Contractors. As a result, we are moving forward with the second lowest bid from LaManna Electric, Inc. of Trenton, NJ in the amount of \$625,350.00. For reference, the Engineer's estimate came in at \$707,000.00, higher than the bid being recommended for award. There is a Resolution on tonight to award the Contract to LaManna Electric Inc. of Trenton NJ. We also solicited a proposal from Mott MacDonald for Construction Engineering Services. Due to the complexity of the project, we asked them for full time observation services. The estimated time frame requiring bypass will be about one (1) month with some additional prep work and cleanup. We

reviewed the proposal and find it to be fair and reasonable. We have a resolution on tonight to award the Construction Phase Engineering Services proposal for the project to Mott MacDonald, LLC of Iselin, NJ in the amount of \$81,500.00.

- **Contract 145 – Interceptor Sewer Rehabilitation Phase 4** – This project involves the rehabilitation of four areas in Union Beach, including the area of Shore Road where the previously discussed stoppage took place on Friday, March 17. The rehabilitation of these four areas includes cleaning, bypassing, and lining. The project went out to bid on February 24, 2023 and a pre-bid meeting was held on March 9, 2023. Bid opening is scheduled for April 6, 2023. We will possibly award this project at the April Public Meeting.
- **Plant Headworks Rehabilitation & Upgrades** – This project includes the replacement of the two (2) mechanical bar screens, replacement of influent sluice gates, evaluates the addition of a main bypass chamber, and rehabilitation of concrete and application of a protective corrosion barrier in the wet well. We expect to solicit proposals for the engineering design & bidding services from our Pre-Qualified Capital Improvements list in the Treatment Plant Category in March or April.
- **RFQ 2023-03 – Preventative Maintenance, Calibration & Repair of Instrumentation Equipment for a One (1)-Year Period** – We received one (1) quote from Miller Energy, Inc. of South Plainfield, NJ in the amount of \$24,077.50. Miller Energy, Inc works hand in hand with ABB, whom was awarded this work the last few years. There is a Resolution on tonight to award RFQ 2023-03 Preventative Maintenance, Calibration & Repair of Instrumentation Equipment for a One (1)-Year Period to Miller Energy, Inc. in the amount of \$24,077.50.
- **Regent Park, B.143, L.1.02 & 12, Lloyd Road & Thornton Road, Marlboro** – This project, Regent Park, was originally approved in May, 2020. The developer's agreement was not executed until 2021. It was sold to KRE Lloyd Road after they had paid the first part of the developer's agreement. The Developer has made the final payment in the amount of \$928,168.00, representing the adjusted balance of connection fees for Phases 2,3,4 & 5 of the project. There is a Resolution tonight to authorize release of the sewer connection payment bond and lien for the Regent Park project, Block 143, Lots 1.02 & 12 in Marlboro, NJ.

3. Consulting Engineer – R3M Report

- **Power Resiliency System** – We are making good progress on this project
- **WPCP-Site Specific Odor Control Design** – The project went out to bid on March 8, 2023 and a pre-bid meeting is scheduled for March 22, 2023. Bid opening is scheduled for April 26, 2023.
- **Administration Building Roof Replacement** – The contractor submitted a substitution to the specified roofing system and the manufacturer cannot warranty the system against uplift up to the specified wind force. The contractor is now seeking alternatives.
- **West Keansburg Pump Station Bypass and Meter Facility Construction Services** – The work is completed and final as-built drawings are being completed this month.
- **Engineering Design Services for West Keansburg Force Main Replacement** – The contractor has not yet provided the additional shop drawings requested since the last update. The Contract is currently on hold due to the NJDEP requirements that no work take place in that location between April 1 through August 31.

- **Condition Assessment and Planning Program of Authority Force Mains: Phase III** – The hydraulic evaluation presentation was provided to the BRSA staff and the report will be provided this month.

A brief discussion ensued regarding the plant odors and the delays in the progress of the Site-Specific Odor Control Design project.

4. Director of Operation's Report

- **Plant Performance** – The total plant flow for the month of February was 209 MG, which is a 44 MG decrease in the monthly total when compared to January. Half of this decrease can be attributed to February being a short month. Average daily flow in February was approximately 700,000 gallons per day less than January's average. Total flow for the month of February for the IFF Union Beach facility was 1,198,000 gallons and the IFF Compounding Facility in Hazlet was 342,250 gallons.
- **Effluent Quality** – The effluent quality continued to degrade slightly into the beginning of February, resulting in slightly higher numbers. The influent numbers were also slightly higher, which resulted in percent removal for CBOD and Suspended Solids remaining at 96%. Even with the increase in effluent numbers, we are still only at 40-45% of our permit limits. We made adjustments to the balance of flow between the two plants and we have seen some improvement to the effluent quality through the end of February into the month of March.
- **Compliance, Safety, and Training** – Management Staff met to discuss the implementation of the Operator License Exam Training Program, which is being provided by PS&S to provide review of the materials covered on the Operator Licensing Exam. There are currently 8-9 participants in the program, which meets twice per week for 1-1/2 hours. The program seems to be going well through the first three weeks. Professional Health Services performed hearing, pulmonary function, and respirator FIT tests on the employees to fulfill the requirements of the Hearing Protection and Respiratory Protection Programs. The Authority received the NJUA JIF Safety Incentive Award for the 19th consecutive year. Additionally, the Authority also received a certificate for "1 Year Lost Time Accident Free" for 2022.
- **Industrial Pretreatment Program** – All permittees reported for the first time under their new permits. IFF Research & Development missed sampling for Nitrogen, Ammonia for the month of January. This is a new requirement in the renewed permit. The IFF R&D facility's compliance history is very good. However, the Authority Rules and Regulations and the NJ Administrative Code require a mandatory minimum penalty for this type of violation. As a result, a Notice of Violation and Penalty Assessment will be issued.
- **Computers, Instrumentation, and Network Administration** – We are continuing the installation of the transformer monitoring equipment which allows us to monitor transformer temperatures and incoming/outgoing voltages from our SCADA system. Staff installed Voice Over Internet Protocol (VOIP) phones in several buildings where the copper phone lines were damaged. Every building throughout the plant now has an operating phone.
- **Treatment Plant Maintenance** – The maintenance staff repaired two scum pumps, which feed grease to the belt filter presses, and installed a spare polymer gear pump for Belt Filter Press #4. A new dehumidifier was installed in Return Sludge Pump Station #1.

A reducer flange was replaced on Scrubber Ash Slurry Pump #2. Staff also replaced 2 rams for the Schwing Sludge Cake Feed Pump.

- **Collection's System Maintenance** – The staff continued to clean the West Keansburg Pump Station now that the contractor has completed their work. Truck #8 broke down and was brought to Toms Ford for repair. The truck was returned once repairs were completed. Repairs were made to the BIOXIDE feed system and the BioAir chemical feed pump at the West Keansburg Pump Station.

Mr. Anderson noted that, in addition to the staff members that are taking part in the Operator License Exam Training Program, we have 2 additional maintenance personnel that are taking the Advanced Collection's course through Rutgers University.

5. Legal Report – Closed Session

6. TREASURER'S REPORT

STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS

| | Balance |
|---|--------------------------|
| | February 28, 2023 |
| <u>UNRESTRICTED INVESTMENTS</u> | |
| TD Bank -CD#1 | \$ 2,118,000.00 |
| Lakeland Bank Reserved Checking | \$ <u>2,444.11</u> |
| TOTAL UNRESTRICTED INVESTMENTS | \$ 2,120,444.11 |
| <u>TD BANK UNRESTRICTED CASH</u> | |
| Incoming Revenue Account | \$ 6,151.86 |
| Operating Regular Account | \$ 2,244,353.88 |
| Operating Reserve Account | \$ 7,880,243.61 |
| Operating Payroll Account | \$ <u>544,207.80</u> |
| TOTAL UNRESTRICTED CASH | \$ 10,674,957.15 |
| TOTAL UNRESTRICTED CASH & INVESTMENTS | \$ 12,795,401.80 |
| | |
| <u>RESTRICTED INVESTMENT</u> | |
| Cash Management | \$ 7,493,553.03 |
| TD Bank CD2 | \$ <u>3,126,699.44</u> |
| TOTAL RESTRICTED INVESTMENTS | \$10,620,252.47 |
| <u>RESTRICTED CASH</u> | |
| NJEIT Project Fund | \$ 468,269.93 |
| NJEIT Project Fund #II | \$ 3,710,691.43 |
| NJEIT Project Fund #III | \$ 1,018,479.06 |
| Bond Service Fund | \$ <u>699,796.16</u> |
| TOTAL RESTRICTED CASH | \$ 5,897,236.58 |
| TOTAL RESTRICTED CASH & INVESTMENTS | \$16,517,489.05 |
| TOTAL AUTHORITY ACCOUNTS | \$29,312,890.31 |

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 |
|--|--------------------------|
| | February 28, 2023 |
| BRSA CHARGES | |
| Hazlet Township Sewerage Utility | \$ 0.00 |
| Township of Holmdel | \$ 0.00 |
| Borough of Union Beach | \$ 0.00 |
| Borough of Keyport | \$ 0.00 |
| Borough of Keansburg | \$ 0.00 |
| Borough of Matawan | \$ 0.00 |
| Western Monmouth Utilities Authority | \$ 0.00 |
| Township of Aberdeen | \$ 0.00 |
| TOTAL | \$ 0.00 |
| | |
| OUTFALL AUTHORITY CHARGES | |
| Hazlet Township Sewerage Utility | \$ 0.00 |
| Township of Holmdel | \$ 0.00 |
| Borough of Union Beach | \$ 0.00 |
| Borough of Keyport | \$ 0.00 |
| Borough of Keansburg | \$ 0.00 |
| Borough of Matawan | \$ 0.00 |
| Western Monmouth Utilities Authority | \$ 0.00 |
| Township of Aberdeen | \$ 0.00 |
| TOTAL | \$ 0.00 |
| | |
| RENT RESERVE ACCOUNTS as of February 28, 2023 | |
| Hazlet Township Sewerage Utility | \$ 795,423.02 |
| Township of Holmdel | \$ 325,043.10 |
| Borough of Union Beach | \$ 205,078.06 |
| Borough of Keyport | \$ 303,211.15 |
| Borough of Keansburg | \$ 270,746.44 |
| Borough of Matawan | \$ 329,524.75 |
| Western Monmouth Utilities Authority | \$ 119,863.28 |
| Township of Aberdeen | \$ 498,439.47 |
| TOTAL | \$ 2,847,329.27 |

Chairwoman McMullen called for a **MOTION** to approve the Treasurer's report.

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

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

7. PAYMENT OF REQUISITIONS

Chairwoman McMullen calls for a **MOTION** to approve payment of bills listed on:

| | |
|--|---------------|
| Operating Fund Req. No. 619 (Regular) | \$ 666,087.67 |
| Payroll Account Req. No.P267 (Payroll) | \$ 176,072.69 |
| NJIB Project Fund #III Req.#PF-31 | \$ 2,818.50 |

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

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

8. APPROVAL OF MINUTES

Chairwoman McMullen calls for a **MOTION** to approve the following Minutes:

Meeting Minutes of February 27, 2023
Closed Session Minutes of February 27, 2023

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

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

ANNOUNCEMENT (by Chairwoman McMullen): 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 (53/23): To Authorize Advertisement for Public Bids on Contract 140, Raritan Valley Force Main Replacement

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

WHEREAS, the Authority has identified the need to replace the RVFM as a result of an evaluation study performed by PS&S by Resolution No. 53/21; and

WHEREAS, the Authority has contracted with PS&S to develop Contract 140, Raritan Valley Force Main Replacement with technical specifications for the work and design documents for the solicitation of public bids, by Resolution No. 13/22; 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 140, Raritan Valley Force Main Replacement in the Authority Official Newspaper and on the Authority Website.

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

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

RESOLUTION (54/23): To Award Contract 139, NIRO Incinerator Primary Heat Exchanger Rehabilitation to Iron Hills Construction Inc., of Easton, PA in the amount of \$563,211.00

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

WHEREAS, the primary heat exchanger is an integral and necessary component of the fluidized bed system and the existing heat exchanger was recently replaced the spare unit; and

WHEREAS, the Authority has a need to rehabilitate the primary heat exchanger; and

WHEREAS, the Authority has contracted with Chavond-Barry Engineering Corp., to develop Contract 139, NIRO Incinerator Primary Heat Exchanger Rehabilitation with technical specifications for the work and design documents for the solicitation of public bids, by Resolution No. 68/22; and

WHEREAS, in accordance with Local Public Contracts Law, the Authority advertised for Contract 139, NIRO Incinerator Primary Heat Exchanger Rehabilitation, and one (1) sealed bid was received and publicly opened on February 14, 2023 at 11:00 A.M., with the low bidder being Iron Hills Construction, Inc. of Easton, PA in the amount of \$563,211.00; and

WHEREAS, the Authority Attorney, Principal Engineer and Chavond-Barry Engineering Corp. have reviewed the bids and are recommending award of the Contract to Iron Hills Construction, Inc. of Easton, PA in the amount of \$563,211.00; and

WHEREAS, in accordance with N.J.S.A 5:30-5.4 (a) (3), the Authority certifies the availability of funds in the Incinerator 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 Iron Hills Construction, Inc. of Easton, PA is hereby awarded Contract 139, NIRO Incinerator Primary Heat Exchanger Rehabilitation in the amount of \$563,211.00 in accordance with the terms and conditions of the bid and Contract Documents.

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

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

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

RESOLUTION (55/23): To Award Construction Phase Engineering Services for Contract 144, Matawan & West Keansburg Pump Station ATS & Electrical Upgrades to Mott MacDonald, LLC of Iselin, NJ in the amount of \$81,500.00

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 upgrades at the MPS & WKPS, including the replacement of automatic transfer switches; and

WHEREAS, by Resolution No. 89/22, the Authority contracted with Mott MacDonald, LLC of Iselin, NJ for the engineering design and bidding services for Contract 144, Matawan & West Keansburg Pump Station ATS & Electrical Upgrades; and

WHEREAS, Mott MacDonald, LLC has submitted a construction phase engineering services proposal for the Matawan & West Keansburg Pump Station ATS & Electrical Upgrades project, dated March 3, 2023, in the amount of \$81,500.00; and

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

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

NOW THEREFORE BE IT RESOLVED, the Commissioners of the Bayshore Regional Sewerage Authority hereby approve the proposal for Construction Phase Engineering Services for Contract 144, Matawan & West Keansburg Pump Station ATS & Electrical Upgrades to Mott MacDonald, LLC of Iselin, NJ in accordance with the terms and conditions of their proposal, dated March 3, 2023, in the amount not to exceed \$81,500.00.

BE IT FURTHER RESOLVED, that the Chairwoman and Secretary are hereby authorized to execute the Contract agreement with Mott MacDonald, LLC of Iselin, 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 Sutton, SECONDED BY: Commissioner Cavanagh, and carried by a unanimous voice vote recorded as follows:

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

RESOLUTION (56/23): To Award Contract 144, Matawan & West Keansburg Pump Station ATS & Electrical Upgrades to LaManna Electric, Inc. of Trenton NJ in the amount of \$625,350.00

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 upgrades 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 Pump 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, in accordance with Local Public Contracts Law, the Authority advertised for Contract 144, Matawan & West Keansburg Pump Station ATS & Electrical Upgrades, and four (4) sealed bids were received and publicly opened on March 1, 2023 at 11:00 A.M., with the low bidder being Travis, Inc. of East Hanover, NJ in the amount of \$609,428.00; and

WHEREAS, the Authority Attorney has recommended that Travis Inc's bid be rejected for failure to provide a Public Works Contractor Registration Certificate for their Sub Contractor; and

WHEREAS, LaManna Electric, Inc. of Trenton, NJ was the second low bidder with a bid of \$625,350.00; and

WHEREAS, the Authority Attorney, Principal Engineer and Mott MacDonald, LLC have reviewed the bids and are recommending award of the Contract to LaManna Electric, Inc. of Trenton NJ in the amount of \$625,350.00; and

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

NOW THEREFORE BE IT RESOLVED, the Commissioners of the Bayshore Regional Sewerage Authority that LaManna Electric, Inc. of Trenton NJ is hereby awarded Contract 144, Matawan & West Keansburg Pump Station ATS & Electrical Upgrades in the amount of \$625,350.00 in accordance with the terms and conditions of the bid and Contract Documents.

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

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

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

RESOLUTION (57/23): To Award Request for Quotation 2023-03 Annual Preventative Maintenance, Calibration & Repair of Instrumentation Equipment for a One (1)-Year Period to Miller Energy, Inc. in the amount of \$24,077.50

WHEREAS, the Bayshore Regional Sewerage Authority ("Authority") owns and maintains a Wastewater Treatment Plant with numerous flow meter chambers; and

WHEREAS, there is the need for annual preventative maintenance and calibrations of flow meter chambers and other instrumentation equipment; and

WHEREAS, the Authority Engineering Staff developed a Request for Quotation (RFQ) 2023-03 Annual Preventative Maintenance, Calibration & Repair of Instrumentation Equipment for a One (1)-Year Period; and

WHEREAS, in accordance with Local Public Contracts Law, the Authority advertised and on Friday, March 10, 2023 at 11:00 A.M. received quotes for the Annual Preventative Maintenance, Calibration & Repair of Instrumentation Equipment for a One (1)-Year Period; and

WHEREAS, one (1) quote was received in the amount of \$24,077.50 from Miller Energy, Inc. of South Plainfield, 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 Service Contracts line item of the Authority Operating Budget to cover the maximum dollar value of the pending Contract as set forth in the resolution.

NOW THEREFORE BE IT RESOLVED, the Commissioners of the Bayshore Regional Sewerage Authority hereby award the Annual Preventative Maintenance, Calibration & Repair of Instrumentation Equipment for a One (1)-Year Period to Miller Energy, Inc. of South Plainfield, NJ in accordance with the terms and conditions of the Request for Quotation #2023-03 in the amount not to exceed \$24,077.50.

BE IT FURTHER RESOLVED, the Executive Director is hereby authorized to execute any necessary documents to award the project to Miller Energy, Inc. of South Plainfield, NJ.

OFFERED BY: Commissioner Mioduszewski, SECONDED BY: Commissioner Cavanagh, and carried by a unanimous voice vote recorded as follows:
ROLL CALL: Commissioners Cavanagh, Lauro, Mioduszewski, Sutton, Whalen, and Chairwoman McMullen

RESOLUTION (58/23): To Approve Close-Out of Contract 122, Interceptor Sewer Rehabilitation – Phase 3

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) owns and operates interceptor sewers in the Township of Hazlet; and

WHEREAS, in accordance with Local Public Contracts Law, National Water Main Cleaning Company was awarded Contract 122, Interceptor Sewer Rehabilitation – Phase 3 in the amount of \$493,235.00 by Resolution No. 104/21; and

WHEREAS, the Authority previously approved Resolution No. 50/23 for Change Order No. 1 in the amount of \$11,406.69, increasing the total Contract Value to \$504,641.69; 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.

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 122, Interceptor Sewer Rehabilitation – Phase 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 Sutton, SECONDED BY: Commissioner Lauro, and carried by a unanimous voice vote recorded as follows:
AYES: Commissioners Cavanagh, Lauro, Mioduszewski, Sutton, Whalen, and Chairwoman McMullen

RESOLUTION (59/23): To Approve Close-Out of Contract 124, West Keansburg Pumping Station Bypass Facility & Improvements

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) owns and maintains a sewage pumping station in the Township of Hazlet known as the West Keansburg Pumping Station; and

WHEREAS, in accordance with Local Public Contracts Law, Pact Two, LLC was awarded Contract 124, West Keansburg Pumping Station Bypass Facility & Improvements in the amount of \$410,000.00 by Resolution No. 116/21; 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.

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 124, West Keansburg Pumping Station Bypass Facility & Improvements.

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

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

RESOLUTION (60/23): To Release the Sewer Connection Payment Bond and Lien for KRE Lloyd Road, LLC, Developer for Regent Park

WHEREAS, KRE Lloyd Road, LLC (“Developer”), is the project developer of Regent Park, located at Lloyd Road & Thornton Road, further designated as Block 143, Lots 1.02 & 12 in the Township of Marlboro, a 187 Equivalent Dwelling Units (“EDUs”) project with 285 residential units, a Club House and 63 affordable housing units; and

WHEREAS, On May 16, 2022, the Developer entered into a Developer’s Agreement with the Bayshore Regional Sewerage Authority (“Authority”) and provided a Sewer Connection Payment Bond No. 80054517 in the amount of \$926,539.00 to cover the outstanding connection fee balance; and

WHEREAS, in accordance with the Developer’s Agreement, a final payment of \$928,168.00 representing the adjusted balance of connection fees for Phases 2, 3, 4 & 5 have been made, as further detailed in the letter to the Developer from the Principal Engineer of the Authority dated March 13, 2023; and

WHEREAS, the Authority finds it appropriate to release the Sewer Connection Payment Bond No. 80054517, as all fees are paid in full.

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority that KRE Lloyd Road, LLC is hereby granted release of Sewer Connection Payment Bond No. 80054517 for the Regent Park project.

BE IT FURTHER RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority that the Executive Director is hereby authorized to execute any necessary documents to release the lien for Block 143, Lots 1.02 & 12 in the Township of Marlboro, NJ.

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

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

PUBLIC PORTION

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

NO PUBLIC IN ATTENDANCE

EXECUTIVE SESSION

Chairwoman McMullen 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 Lauro, and carried by a unanimous voice vote recorded as follows:

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

END CLOSED SESSION

Chairwoman McMullen calls for a **MOTION** to End Closed Session and Re-Open the Regular Meeting @ 8:10 P.M.

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

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

RESOLUTIONS

RESOLUTION (61/23): In Appreciation and Recognition of the Dedicated Service of Michael Donahue

WHEREAS, the Bayshore Regional Sewerage Authority ("Authority") and its Commissioners wish to formally thank Michael J. Donahue for his dedication and service as a longstanding employee of the Authority; and

WHEREAS, Mr. Donahue has served as a public employee of Aberdeen Township Wastewater Division for seven (7) years and at the Authority for twenty-nine (29) years beginning in March of 1994; and

WHEREAS, he has received and maintained his NJDEP S-2 and C-2 Wastewater Operator Licenses; and

WHEREAS, Mr. Donahue has served the Authority in many ways throughout his career, including Incinerator Operator, Plant Operator and in his current role as a Utility man; and

WHEREAS, in addition, he has also served as the Shop Stewart at the Authority for the International Brotherhood of Teamsters – Merchandise Drivers Local 641; and

WHEREAS, Mr. Donahue is retiring in good standing from the Authority effective March 31, 2023; and

WHEREAS, throughout the history of the Authority, Mr. Donahue was instrumental in the startup of the Niro Incinerator and the Authority's recovery from Superstorm Sandy.

BE IT FURTHER RESOLVED that the Commissioners of the Bayshore Regional Sewerage Authority, Administrative Staff and Employees hereby express sincere appreciation to Michael Donahue for a job well done and gratitude for many years of service and dedication in the performance of his duties.

BE IT FURTHER RESOLVED that this Resolution be included in the minutes of the meeting and permanent record of the Authority and that copies be sent to Michael Donahue to share with his family.

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

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

RESOLUTION (62/23): To Grant Michael Planko Regular Employment Status Effective March 26, 2023

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, Michael Planko was hired as a probationary employee in the job title of Laboratory Technician on October 03, 2022; and

WHEREAS, in a memorandum to the Executive Director dated March 03, 2023 the Plant Assistant Superintendent has recommended that Mr. Planko be granted Regular Status effective March 26, 2023.

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority that is hereby granted Regular Status as an employee of the Bayshore Regional Sewerage Authority, and is further granted the rights and privileges, and responsibilities of the position.

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

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

RESOLUTION (63/23): To Hire a New 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 in the 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, Tiffany Cavallaro of Township of Aberdeen, NJ has demonstrated through her resume and interview the skill set, experience and qualifications for the position available; and

WHEREAS, in a memorandum to the Board of Commissioners dated March 17, 2023, the Executive Director has recommended the hiring of Ms. Cavallaro and provided details of her responsibilities, salary and benefits, pending the results of the Authority Medical, Criminal History, Drug and Alcohol Screening; 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 authorize the hiring of Tiffany Cavallaro of Township of Aberdeen, NJ as Financial Administrator with a salary and benefits in accordance with the Directors memorandum dated March 17, 2023 with a 90-day probationary period and pending the results of a Medical Examination, Criminal History, Drug and Alcohol Screening.

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

BE IT FURTHER RESOLVED the Authority Personnel Committee will conduct a 6-month salary review.

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

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

RESOLUTION (64/23): To approve Salary Adjustments for Executive, Management, Supervisors and Office Personnel for 2023

WHEREAS, the Executive Director presented his annual review of performance of Executive, Management, Supervisory and Office Personnel and a succession plan to the Authority Personnel Committee; and

WHEREAS, the Personnel Committee has reviewed the performance evaluations, succession plan and recommendations of the Executive Director; and

WHEREAS, the Personnel Committee has discussed the evaluations and recommendations with the entire Authority Board of Commissioners; 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 pending contract as set forth in the Resolution.

NOW THEREFORE BE IT RESOLVED, that the Commissioners of the Bayshore Regional Sewerage Authority authorize the Executive Director to make the non-union personnel salary

adjustments in accordance with the Personnel Committee memorandum dated March 17, 2023, retroactive to January 1, 2023.

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

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

Commissioner Cavanagh thanked the Personnel Committee for their efforts with the Non-Union salary adjustments.

ADJOURMENT

ANNOUNCEMENT (by Chairwoman McMullen):

The next B.R.S.A. Public Meeting is scheduled for Monday, April 17, 2023, 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 8:13 P.M. Chairwoman McMullen called for a **MOTION** to Adjourn the meeting.

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

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

Respectfully submitted,

Chad Sprague, Regulatory Compliance Manager