



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, April 17, 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

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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, Sutton, Whalen, and Chairwoman McMullen

ABSENT: Commissioner Mioduszewski

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

Reports

BRSA Projects, Special Reports & Connection Applications

1. Executive Director's Report

- **Administration** – We are moving forward with the implementation of the Signarely, digital signature program for Commissioner and Staff documents. The Assistant IT Manager, Carlos Nunes, will be reaching out to all Commissioners later this week to get their digital signatures set up. Once your signature is set up in the program, it remains linked to your personal profile to be used to sign the documents. Carlos will send out test documents for everyone to sign and become familiar with the program once initial signatures are set up.
 - Chairwoman McMullen asked if Mr. Nunes will come to the Commissioner's homes to set up the signatures if needed because she would like it set up on her computer and phone. Mr. Nunes stated that he would come to their homes if necessary and that once the digital signature is saved to the Signarely servers, it can be accessed from any device by logging into your account.
- **Disaster Recovery Update** – We advertised the Power Resiliency Generation Project for public bids on March 16, 2023. A pre-bid meeting was held on April 13 and was well attended. Bid opening is scheduled for May 18, 2023 and we anticipate awarding the project on June 19, 2023, barring any addendums that may push that date back.
- **Dorr Oliver** – HDR is scheduled to deliver the 60% design milestone this Friday, April 21, 2023.
- **Finance** – We met with the New Jersey Sewerage and Municipal Utility Authority Electrical Supply Aggregation (NJSMAESA) group on March 22 and April 12, 2023. We received favorable bids for group 3a (Treatment Plant) in the amount of \$0.06824/kwh for 24 months and group 7 (Pump Stations) in the amount of \$0.08903/kwh for 18 months. These rates are down from \$0.10 - \$0.11/kwh previously. The NJ Sustainable Energy Joint Meeting, of which we are a member for the bulk

purchase of electrical generation for our smaller remote locations, is advertising for bids on May 5, 2023 and will be accepting electronic bids for Electrical Power Supply Service on or about June 7, 2023. There are payments to approve this month for Project Fund (PF) No.3, for Power Resiliency Generation Project (PRG) for HDR in the amount of \$7,165.50 and R3m Engineering, Inc. in the amount of \$688.50.

- **Other** – All Commissioners must complete their NJ DCA Financial Disclosures by April 30, 2023.
 - A brief discussion ensued between Chairwoman McMullen, Mr. Napolitano, and Mr. Canal concerning the reporting requirements.

2. Principal Engineer's Report

- **Contract 137 – West Keansburg Force Main Replacement Phase 2** – This contract was awarded in October of 2022. Due to Land Use Permit restrictions, no excavation may take place between April 1 and August 30. As a result, the contractor plans to get started in September 2023. JCP&L operates a substation near this work area and has been replacing overhead power poles in very close proximity to our existing force main. We sent a letter to JCP&L voicing our concerns and asking for their assistance during installation of the new force main due to its proximity to the newly installed power poles. Our plan is to adjust the layout of the new force main by utilizing some 22-degree and 45-degree fittings.
- **Contract 145 – Interceptor Sewer Rehabilitation Phase 4** – This project went out to bid in February in two ways. The base bid utilized Cured-in-Place Pipe lining and an Alternate Base Bid utilized Geopolymer lining. Jacobs Engineering recommended bidding the project in this manner because the dollar amounts for both technologies were similar at that point in the design. As the design progressed, it appeared that the Cured-in-Place lining would be a little cheaper. In order to allow the contractors to justify that the Cured-in-Place lining was the cheaper option, we allowed the project to be bid both ways. Bid opening took place on April 11, 2023. The low bid came from En-Tech Infrastructure, LLC in the amount of \$2,667,000.00. The bids came in well over our estimates for the base and alternate base bids of \$1.8 Million and \$2.2 Million respectively. After review with our Attorney and Jacobs, it is in our best interest to reject all bids and there is a Resolution on tonight to approve this rejection of bids and re-advertising the project with a revised scope. We are looking at potentially reducing the scope of the project or splitting it into different phases and then rebidding. We believe that the bypass pumping may be the cause of the cost escalation, but Jacobs will be reaching out to the contractors to investigate the source before we rebid the project.
 - Commissioner Cavanagh stated that he does not see any evidence in prior meeting packets that the project was of this size and asked if we have discussed this before. Mr. Petti mentioned that the scope of the project had been discussed and the total linear footage of pipe to be rehabilitated had been listed in prior engineering reports. A brief discussion concerning the scope and estimated cost of the project followed.
- **Contract 147 – Emergency Generator Radiator Repair** – Our Annual Emergency Generator Inspections identified the need for repairs to Emergency Generator #1 and Emergency Generator #2. We received a price for the repairs from the radiator manufacturer that was above the \$44,000.00 bid threshold. As a result, we developed bid

specifications for the project. Unfortunately, the contractor forgot to send the bid to the delivery service. Therefore, we did not receive any bids for the project. We reached out to the contractor and confirmed that they do have a bid for this project. We are now going to re-bid the project.

- **Contract 23-005 – Furnish & Deliver Emergency Force Main Repair Inventory** – Bid opening took place at 11:30 A.M. on April 12, 2023. We received one (1) bid from Thompson Pipe Group which was significantly higher than our estimates. When working with Thompson to put the bids together in August 2022, they provided a quote of \$88,000.00. Our revised estimate was for approximately \$105,000.00, which included a 10-20% contingency above the estimate that we received in August. Thompson's bid was in the amount of \$193,040.00. We are going to reach out to the supplier to determine the cause of the dramatic increase from the estimate provided eight months ago. Our attorney and Engineering staff recommend that all bids be rejected and there is a Resolution on tonight to approve the bid rejection.
- **Plant HVAC Upgrades** - Proposals were received in the amounts of approximately \$190,000.00 from Arcadis, \$268,000.00 from Mott MacDonald and \$269,000.00 from Stantec. We informed Arcadis that they were the low bidder and that we will be moving forward with them with the design. However, we are going to adjust the scope of work in an effort to reduce the cost and present the proposal for approval next month.
 - Commissioner Cavanagh asked if the proposal was just for electrical work. Mr. Petti explained that the proposals were for the full HVAC upgrade design for the Main Pump Station, Grit Facilities, Lab Building, Hypochlorite Building and Odor Control Building. However, the Hypochlorite and Odor Control buildings are going to be moved to another phase to reduce the design costs since these buildings are not manned as frequently as the others.
- **Wawa Convenience Store & Fuel Sales, B. 239, L.1 & 1.01, NJSH Route 35 South, Hazlet** – This sanitary sewer connection is for a Wawa Convenience Store with 16 fueling stations that was calculated to provide a total flow of 2,558 gallons per day and 12 EDUs. The developer has paid the connection fee of \$61,5326.00 and the review fee of \$316.78. We have a Resolution on tonight to approve the sanitary sewer connection.
- **RHM Bethany, LLC, B. 50.19, L.39 & 40, Bethany & Telegraph Hill Road, Holmdel** – This project was calculated to have a total of 5 EDUs providing 1,125 gallons per day. The applicant has paid the connection fee of \$25,640.00 and the review fee of \$384.75. There is a Resolution on tonight to approve the sanitary sewer connection and Treatment Works Approval (TWA) for the project.

Commissioner Cavanagh asked Mr. Napolitano if he can vote on the Wawa Convenience Store connection approval since he was on the Planning Board that approved the project. Mr. Napolitano stated that he sees no conflict that would prevent Commissioner Cavanagh from voting.

3. Consulting Engineer – R3M Report

- **Power Resiliency System** – The project is moving forward with advertising for bids. Our role in this project has been to assist BRSA staff and HDR with the I-BANK and NJDEP.
- **WPCP-Site Specific Odor Control Design** – Bid opening is scheduled for Wednesday, April 26, 2023.

- In response to Commissioner Lauro's comments from last month's meeting concerning the delays in completion of the project, Mr. Ponte explained that each task in the evaluation of the odor control improvement project had to be performed sequentially in order to properly identify the cause of the odors, which was a major factor affecting the timeline of the project. The first task was to smoke test the primary clarifiers and make adjustments to make the system more airtight. Once the improvements were completed, we had to perform additional air testing and balancing. These results were used to complete the design for the project. Mr. Ponte added that sound attenuation will be used on the new roof fans in order to eliminate noise concerns from the new equipment. It is estimated that this project will cost in the high \$400,000.00 range. The estimated completion date is 375 days safter the contract is awarded.
- A brief discussion concerning the odors and the timeline for the project followed.
- **Administration Building Roof Replacement** – The contractor has resubmitted the package to include the roofing system originally specified. We do not anticipate any issues approving the submittal after review.
- **West Keansburg Pump Station Bypass and Meter Facility Construction Services** – We submitted record drawings and our services for this project are now complete.
- **Engineering Design Services for West Keansburg Force Main Replacement** – Due to the Land Use Permit restrictions that prevent excavation between April 1 and August 30th, the contractor will mobilize in September.
- **Condition Assessment and Planning Program of Authority Force Mains: Phase III** – The hydraulic evaluation report was provided to BRSA staff for review today.
- **General Consulting Engineer Services** – We continue to assist with the I-BANK/NJDEP for the Dorr Oliver Rehabilitation Project.

4. Director of Operation's Report

- **Plant Performance** – The total plant flow for the month of March increased by 41 MG (roughly 600,000 gallons per day average) when compared to February. Note a typo on the Average and Minimum flow variations on the report. The Average flow should be 8.071 MGD and the Minimum Flow should be 6.964 MGD. Additionally, the flow reported for IFF R&D is actually the flow for IFF Compounding and the flow for IFF R&D is 460,900 gallons.
- **Effluent Quality** – The effluent quality improved significantly since February. The monthly average for Total Suspended Solids decreased by 3 mg/L and CBOD decreased by 2 mg/L. Due to lower influent concentrations, the percent removal of both remained at 96%.
- **Incineration** – Fuel oil usage is up approximately 1 gallon per dry ton.
- **Noise Complaints** – We received two (2) noise complaints for March 2023. The complainant stated that the noise from the plant is increasing again and inquired as to whether or not the clocks to start equipment were adjusted for Daylight Savings Time because he felt that the noise was starting earlier. All clocks were properly set and we continue to investigate noisy areas and adjust whatever processes that we can in an effort to reduce noise levels.
 - Chairwoman McMullen asked if we know of anything that is currently different that is causing the increase in noise complaints every month. Mr. Broyles stated

that one cause could be the variability of the run cycles of the HVAC equipment on the roofs due to fluctuation in the temperatures caused by the changing of the season. He also pointed out that many of the homes in Union Beach have been raised, causing some of the roof-top equipment to be below the living level of the newly raised homes. We are investigating the use of sound attenuating blankets and exhaust mufflers for the equipment as well.

- **Personnel** – The new Finance Administrator started today. We have selected candidates for the Lead Mechanic and Lead Operator positions. The selected candidates will begin these positions effective April 30th.
- **Operations** – We performed electrical shutdowns to allow Automatic Switch Company (ASCO) to perform repairs, modifications, and upgrades to ATS-3 and ATS-4 at the Combined Blower Building on March 1, 2023.
- **Compliance, Safety, and Training** – Mr. Anthony Rotundo of the NJDEP Central Bureau of Regional Enforcement performed the Annual Compliance Evaluation and Assistance Inspection on March 6 accompanied by BRSA management staff. No issues of concern were noted. Additionally, he conducted the Annual Compliance Evaluation and Assistance Inspection Sampling Event. All samples were within permit limits. On March 23, we attended a training webinar, Developing and Implementing a PFAS Strategy for Pretreatment Coordinators and NPDES Permit writers, hosted by the USEPA. A number of staff members attended the NJWEA Technology Transfer Seminars during the month of March as well.
- **Laboratory** – The lab completed their analysis of the 2023 NJDEP Water Pollution Proficiency Test and issued the results to Environmental Resource Associates (ERA) today.
- **Industrial Pretreatment Program** – The IFF R&D facility was issued a penalty assessment for failure to perform monitoring for Ammonia, Nitrogen for the month of January 2023. Although the IFF R&D facility compliance history is very good, this violation requires a minimum mandatory penalty. They requested additional time to remit payment due to a billing issue. We granted them the additional time requested.

Commissioner Sutton asked what the BRSA decibel reader has been recording. Mr. Broyles explained that we have been moving it around and that it has been running right around the 50-decibel limit. A brief discussion concerning the noise concerns followed and Mr. Canal stated that the levels recorded at the property line, which is where the ordinance is enforced, were much lower than those we have been seeing closer to the sources.

- **Computers, Instrumentation, and Network Administration** – We lost flow indication to the SCADA system from the Niro Incinerator CPPE Carbon Adsorber Droplet Separator. It was determined that the unit's 4-20mA output signal was not working. We replaced the faulty unit with a used meter from our spare parts inventory and returned the unit to service. On March 16th, the CEMS Carbon Monoxide Analyzer failed daily calibration. We determined that the infrared light source had failed. We replaced the light source and returned the analyzer to service. The power monitoring system at the Matawan Pump Station failed. We found and replaced two blown fuses.
- **Treatment Plant Maintenance** – The maintenance staff added packing to Scrubber Ash Slurry Pump #2 to repair a minor leak. An internal inspection of Odor Control Unit #5

revealed one broken spray nozzle in stages 1 and 3. The broken nozzles were repaired and the system was put back in operation. We received and installed the remanufactured Fire Water Pump Station jockey pump. Staff installed a new control screen and induction fan for the Main Pump Station Bar Screen Room boilers.

- **Collection's System Maintenance** – Mr. Anthony Rotundo of the NJDEP Central Bureau of Regional Enforcement performed the Annual Compliance Evaluation and Assistance Inspection for the Collection System. He did not indicate any areas of concern. JCP&L replaced the electric meter at the West Keansburg Pump Station. Staff switched out front heads and volutes on Raw Sewage Pumps #1 and #2 at the Matawan Pump Station. Additionally, they changed a cooling fan for the Raw Sewage Pump #1 VFD and replaced a drive shaft universal joint for Raw Sewage Pump #2.

5. Legal Report – Closed Session

6. TREASURER'S REPORT

STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS

	Balance March 31, 2023
<u>UNRESTRICTED INVESTMENTS</u>	
TD Bank -CD#1	\$ 2,118,000.00
Lakeland Bank Reserved Checking	\$ <u>2,449.04</u>
TOTAL UNRESTRICTED INVESTMENTS	\$ 2,120,449.04
<u>TD BANK UNRESTRICTED CASH</u>	
Incoming Revenue Account	\$ 1,506,370.60
Operating Regular Account	\$ 2,730,951.42
Operating Reserve Account	\$ 6,679,305.79
Operating Payroll Account	\$ <u>883,604.20</u>
TOTAL UNRESTRICTED CASH	\$ 11,800,232.01
TOTAL UNRESTRICTED CASH & INVESTMENTS	\$ 13,920,681.05
<u>RESTRICTED INVESTMENT</u>	
Cash Management	\$ 7,522,458.73
TD Bank CD2	\$ <u>3,126,699.44</u>
TOTAL RESTRICTED INVESTMENTS	\$10,649,158.17
<u>RESTRICTED CASH</u>	
NJEIT Project Fund	\$ 469,144.89
NJEIT Project Fund #II	\$ 3,717,624.83
NJEIT Project Fund #III	\$ 1,015,423.19
Bond Service Fund	\$ <u>701,103.72</u>
TOTAL RESTRICTED CASH	\$ 5,903,296.63
TOTAL RESTRICTED CASH & INVESTMENTS	\$16,552,454.80
TOTAL AUTHORITY ACCOUNTS	\$30,473,135.85

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
	March 31, 2023
BRSA CHARGES	
Hazlet Township Sewerage Utility	\$ 0.00
Township of Holmdel	\$ 283,791.74
Borough of Union Beach	\$ 186,151.15
Borough of Keyport	\$ 0.00
Borough of Keansburg	\$ 0.00
Borough of Matawan	\$ 0.00
Western Monmouth Utilities Authority	\$ 0.00
Township of Aberdeen	\$ <u>452,443.67</u>
TOTAL	\$ 922,386.56
OUTFALL AUTHORITY CHARGES	
Hazlet Township Sewerage Utility	\$ 0.00
Township of Holmdel	\$ 28,115.94
Borough of Union Beach	\$ 18,442.45
Borough of Keyport	\$ 0.00
Borough of Keansburg	\$ 0.00
Borough of Matawan	\$ 0.00
Western Monmouth Utilities Authority	\$ 0.00
Township of Aberdeen	\$ <u>44,824.71</u>
TOTAL	\$ 91,383.10
RENT RESERVE ACCOUNTS as of March 31, 2023	
Hazlet Township Sewerage Utility	\$ 796,479.32
Township of Holmdel	\$ 325,474.75
Borough of Union Beach	\$ 205,350.39
Borough of Keyport	\$ 303,613.81
Borough of Keansburg	\$ 271,105.98
Borough of Matawan	\$ 329,962.35
Western Monmouth Utilities Authority	\$ 120,022.46
Township of Aberdeen	\$ <u>499,100.30</u>
TOTAL	\$ 2,851,109.36

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

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

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

ABSENT: Commissioner Mioduszewski

7. PAYMENT OF REQUISITIONS

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

Operating Fund Req. No. 620 (Regular)	\$ 446,594.98
Payroll Account Req. No.P268 (Payroll)	\$ 243,077.28
NJIB Project Fund #III Req.#PF-32	\$ 7,854.00

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

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

ABSENT: Commissioner Mioduszewski

8. APPROVAL OF MINUTES

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

Meeting Minutes of March 20, 2023
Closed Session Minutes of March 20, 2023

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

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

ABSENT: Commissioner Mioduszewski

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 (65/23): Rejecting all bids for Contract 23-005, Furnish & Deliver Emergency Force Main Repair Inventory

WHEREAS, in accordance with Local Public Contracts Law, the Bayshore Regional Sewerage Authority (“Authority”) advertised for bids to Furnish and Deliver Emergency Force Main Repair Inventory, and one (1) sealed bid was received and publicly opened on April 12, 2023 at 11:30 A.M., with the sole bidder being TPG Pressure Inc. dba Thompson Pipe Group (“Thompson”) in the amount of \$193,040.00; and

WHEREAS, Thompson’s bid substantially exceeds the Engineer’s cost estimate for the project;
and

WHEREAS, pursuant to N.J.S.A 40A:11-3.2(a), the Authority may reject all bids if the lowest bid substantially exceeds the cost estimate for the project.

NOW THEREFORE BE IT RESOLVED, by the Commissioners of the Bayshore Regional Sewerage Authority that the bid received for Contract 23-005, Furnish & Deliver Emergency Force Main Repair Inventory is hereby rejected and the Authority is authorized to revise and re-advertise for bids.

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

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

ABSENT: Commissioner Mioduszewski

RESOLUTION (66/23): To Approve Sanitary Sewer Connection Application for RHM Bethany, LLC, Developer of a Residential Subdivision Project

WHEREAS, RHM Bethany, LLC (“Applicant”), is the project developer of a proposed Residential Subdivision located at Bethany Road & Telegraph Hill Road, further designated as Block 50.19, Lots 39 & 40 in the Township of Holmdel, a 5 Equivalent Dwelling Units (“EDUs”) project; and

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

WHEREAS, for the purposes of the Bayshore Regional Sewerage Authority (“Authority”) Sanitary Sewer Connection and any subject Developer’s Agreement, the Project is expected to generate 1,125 gallons per day of wastewater, which is calculated using the Authority’s projected flow criteria of 225 gallons per day per EDU; and

WHEREAS, for the purposes of the New Jersey Department of Environmental Protection Treatment Works Approval (“TWA”) Application, the Project is expected to generate 1,500 gallons per day of wastewater, which is calculated using the projected flow criteria from N.J.A.C. 7:14A-23.3; and

WHEREAS, the Authority’s Principal Engineer has reviewed the Developer Application and is recommending sanitary sewer connection approval; and

WHEREAS, the Developer has paid the connection fee of \$25,640.00 and review fee of \$384.75.

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority that RHM Bethany, LLC, is hereby granted sanitary sewer connection approval for the above-referenced project.

BE IT FURTHER RESOLVED, that the Executive Director is hereby authorized to execute the Statement of Consent documents and return the Treatment Works Approval application to the applicant for processing by the New Jersey Department of Environmental Protection.

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

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

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

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

ABSENT: Commissioner Mioduszewski

RESOLUTION (67/23): To Approve Sanitary Sewer Connection Application for OASG Hazlet, LLC, Developer of a Proposed Convenience Store with Fuel Sales

WHEREAS, OASG Hazlet, LLC (“Applicant”), is the project developer of a proposed convenience store with fuel sales, located at 3010-3070 NJSH Route 35 North, further designated as Block 239, Lots 1 & 1.01, in the Township of Hazlet, a 12 Equivalent Dwelling Units (“EDUs”) project; and

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

WHEREAS, the project is excepted the generate 2,558 gallons of wastewater per day; and

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

WHEREAS, the Developer has paid the connection fee of \$61,536.00 and the review fee of \$316.78.

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority that OASG Hazlet, LLC, Developer of a Proposed Convenience Store with Fuel Sales is hereby granted Bayshore Regional Sewerage Authority sanitary sewer connection approval.

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

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

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

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

ABSENT: Commissioner Mioduszewski

RESOLUTION (68/23): Rejecting all bids for Contract 145, Interceptor Sewer Rehabilitation – Phase 4

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) owns and operates interceptor sewers in the Borough of Union Beach; and

WHEREAS, the Authority has identified and prioritized the results of recent inspections of the interceptor sewer pipelines to determine the areas in need of rehabilitation and repair; and

WHEREAS, the Authority has contracted with Jacobs Engineering Group, Inc. (“Jacobs”) to develop Contract 145, Interceptor Sewer Rehabilitation – Phase 4 with technical specifications for the work and design documents for the solicitation of public bids, by Resolution No. 14/22; and

WHEREAS, in accordance with Local Public Contracts Law, the Authority advertised for Contract 145, Interceptor Sewer Rehabilitation – Phase 4, and four (4) sealed bids were received and publicly opened on April 11, 2023 at 10:30 A.M., with the low bidder being En-Tech Infrastructure, LLC of Closter, NJ (“En-Tech”) in the amount of \$2,677000.00; and

WHEREAS, En-Tech’s bid substantially exceeds the Engineer’s cost estimate for the project; and

WHEREAS, pursuant to N.J.S.A 40A:11-3.2(a), the Authority may reject all bids if the lowest bid substantially exceeds the cost estimate for the project.

NOW THEREFORE BE IT RESOLVED, by the Commissioners of the Bayshore Regional Sewerage Authority that all bids for Contract 145, Interceptor Sewer Rehabilitation – Phase 4 are hereby rejected and the Authority is authorized to revise and re-advertise for bids.

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

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

ABSENT: Commissioner Mioduszewski

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 7:59 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 Sutton, SECONDED BY: Commissioner Whalen, and carried by a unanimous voice vote recorded as follows:

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

ABSENT: Commissioner Mioduszewski

END CLOSED SESSION

Chairwoman McMullen calls for a **MOTION** to End Closed Session and Re-Open the Regular Meeting at 8:05 P.M.

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

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

ABSENT: Commissioner Mioduszewski

RESOLUTIONS

RESOLUTION (69/23): To Hire Andrew Sefick as a Summer Intern in the Engineering Department

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) is in need of summer assistance in the Engineering Department to advance our Geographical Information System (“GIS”) goals; and

WHEREAS, the Universities and Colleges of New Jersey have Career Development Departments for the placement of Engineering Students in permanent or temporary positions; and

WHEREAS, the Authority wishes to hire a qualified student for summer employment to assist the Engineering Department with the GIS system and specific engineering projects; and

WHEREAS, the Authority advertised with the Career Development Department at Rutgers University, New Jersey Institute of Technology, Stevens Institute of Technology, Rowan University and the College of New Jersey and received nine (9) resumes for the position; and

WHEREAS, the Authority interviewed four (4) candidates and found the most qualified candidate for the position; and

WHEREAS, the Principal Engineer recommends Andrew Sefick of Tom’s River, New Jersey, a Mechanical Engineering student at the New Jersey Institute of Technology, to fill the position of Summer Intern in the Authority Engineering Department; and

WHEREAS, in accordance with N.J.S.A. 50:30-5.4 (a) (3), the Authority certifies the availability of funds in the salary line item of the Authority Operating Budget, to cover the maximum dollar value of the pending temporary employment set forth in this Resolution.

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority hereby hire Mr. Andrew Sefick of Tom’s River, NJ as Summer Intern to work in the Authority Engineering Department at a rate of up to \$18.00 per hour commencing on June 5, 2023 and ending no later than September 1, 2023.

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

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

ABSENT: Commissioner Mioduszewski

RESOLUTION (70/23): To Approve the Payment of Accrued Days Owed to the Retired Utility Man Michael Donahue after 29 Years of Service

WHEREAS, On April 1, 2023 Utility Man, Michael Donahue, officially retired from the Bayshore Regional Sewerage Authority (“Authority”) after 29 years of service; and

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

WHEREAS, Mr. Donahue’s remaining Sick time, Personal Days, and accrued and pro-rated Vacation benefits have been calculated and recorded in a memorandum submitted by J.

Michael Broyles, Director of Operations to Mr. Peter Canal, Executive Director, dated April 05, 2023; and

WHEREAS, the Executive Director has reviewed the calculated time owed and finds the calculation of Sick time (122.75 hours), Personal Days (24.00 hours), accrued Vacation (200.00 hours), and Pro-rated Vacation (50.00 hours) benefits; and

WHEREAS, sufficient funding is available in the Salaries-Plant Operations line item of the CPS Budget.

NOW THEREFORE BE IT RESOLVED, the Commissioners of the Bayshore Regional Sewerage Authority hereby accept the retirement of Michael Donahue and authorize the payment of remaining Sick time, Personal days, and accrued and pro-rated Vacation benefits to Michael Donahue as detailed in the attached memorandum dated April 05, 2023 in the amount of \$ 16,106.58

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

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

ABSENT: Commissioner Mioduszewski

ADJOURNMENT

ANNOUNCEMENT (by Chairwoman McMullen):

The next B.R.S.A. Public Meeting is scheduled for Monday, May 15, 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 8:07 P.M. Chairwoman McMullen called for a **MOTION** to Adjourn the meeting.

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

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

ABSENT: Commissioner Mioduszewski

Respectfully submitted,

Chad Sprague, Regulatory Compliance Manager