

MINUTES FOR
REGULAR MEETING
via Zoom
MONDAY, July 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

One tap mobile

+16468769923,,88944344251#,,,,*187423# US (New York)

+12678310333,,88944344251#,,,,*187423# US (Philadelphia)

Dial by your location

+1 646 876 9923 US (New York)

+1 267 831 0333 US (Philadelphia)

+1 646 518 9805 US (New York)

Find your local number: <https://us02web.zoom.us/u/kd1gsCer6s>

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
Roy Anderson, Superintendent
Thomas Petti, P.E., Principal Engineer
Robert Fischer, PS&S
John Napolitano, General Counsel
Manuel Ponte, P.E., Consulting Engineer
Carlos Nunez-Rojas, IT
Chad Sprague, Regulatory Compliance Manager

Raritan Valley Force Main Replacement Project Presentation

Robert Fischer of PS&S Presented on the Raritan Valley Force Main Replacement Project

- The design contract was awarded to PS&S in 2022. Design is complete and the project is now in the bidding stage. The project design will likely come in under budget.
- Design utilizes HDPE pipe running from the Raritan Valley Pump Station, under all 4 lanes of the Garden State Parkway, to manhole C-65 in the corner of the Beers Street School ball field.
- Current force main is constructed of ductile iron.
 - There have been four (4) breaks in this force main, most recently in March 2023
- Eight (8) inch HDPE pipe was chosen for this project due to its corrosion resistance, flexibility, leak free joints, and long service life.
- Installation is trenchless. The eight (8) inch HDPE pipe is encased within a sixteen (16) inch casing pipe.
 - Drilling will begin on the pump station side and proceed under all four lanes of the Parkway to the field at the Beers Street School.
 - A pilot hole is drilled first, followed by a twenty-four (24) inch conditioning hole.
 - The sixteen (16) inch casing pipe will then be fed back from the Beers Street School field to the pump station.
 - The HDPE pipe inside the casing pipe will connect to the existing pump station force main and the new manhole at C-65.
- A new meter chamber will be installed on the pump station side for several reasons.
 - Provides flow metering. Currently, flow is estimated based on pump capacity and run times.
 - The current bypass connection, allowing bypass of the pumps if they were to fail, will be moved to this chamber.
 - The connection from the old force main to the new force main will be made within this chamber. The existing force main will remain in place and diversion valves will provide the option to switch back to it if needed in the future for maintenance or repair of the new force main.
- Two (2) new air relief valves will be installed on opposite sides of the Parkway, allowing trapped air to escape.
- The Beers Street School is a designated Green Acres area, requiring a Temporary Easement Agreement with Hazlet Township. The agreement has been signed and we will continue to keep the town and school administration informed of the schedule. Placement

of the new force main was shifted closer to the existing line so that all drilling work will take place within the existing BRSA easement.

- Notice will be sent to all affected residents prior to construction.
- The new air relief manholes will include a platform for the operators to access for maintenance of the valve without going all the way down to the bottom. The discharge manhole will be coated to prevent corrosion from Hydrogen Sulfide.
- We are required to drill at a minimum depth of thirty-two (32) feet below the creek to prevent fracturing of the ground below it, possibly allowing the high-pressure water used for drilling to leak into the creek.
- A Wet Lands Permit was required for the small section between the pump station and air relief manhole on that side of the Parkway that will be installed via open trench. We have received this permit.

Commissioner Cavanagh asked what the depth of the current pipe was. Mr. Petti stated that it was about six (6) feet to the crown of the pipe on the pump station side. Mr. Fischer explained that the existing pipe was installed in the 1970's using open trench and jack and bore methods. It is not feasible to utilize these methods to cross the Parkway at this time.

- Benefits of horizontal directional drilling (HDD) and the project as a whole include:
 - Provides the Authority with a redundant force main
 - HDD provides the least impact to the GSP and residents during construction
 - Drilling will continue 24/7 once it commences
 - Contractors estimate two (2) weeks for drilling
 - New pipe will provide greater hydraulic capacity
 - Pipe joints are heat welded, making them leak free

Chairwoman McMullen asked for confirmation that drilling work will continue 24/7 and if there were any estimates of the noise level during construction. Mr. Fischer explained that the NJTPA requires 24/7 drilling while work is being done under the Parkway. Installation of temporary sound walls on both sides of the Parkway is also part of the scope of the project.

- The existing force main will remain in use during the drilling process. We will need to shut down the station when the final connections are made in the new meter chamber. Trucks will be on site to remove the wastewater during the shutdown. The trucks will dump the wastewater into the same manhole on Otter Street that was used during the emergency in March.
- Bids will be received on August 10th and we anticipate awarding the project at the August Public Meeting.
- Mobilization will take place at the end of this year and construction will begin at the beginning of next year.
- Construction is estimated to take approximately three (3) months.
- Construction costs are estimated to be \$2.4 Million.

Commissioner Cavanagh asked where the spoils from the drilling will be taken. Mr. Fischer stated that they will be returned to the injection site. A brief discussion concerning the bid date followed.

Reports

BRSA Projects, Special Reports & Connection Applications

1. Executive Director's Report

- **Administration** – Our Labor Counsel provided updates to the Authority personnel policy to remain in conformance with the Joint Insurance Fund. We have started to review the changes and will meet with Labor Counsel next week. We plan to present for the August Public Meeting.
- **Disaster Recovery Update** – We received the final, approved, Title V Permit for the Power Resiliency Generation Project. We received four (4) bids for this project ranging in price from \$26,382,000 to \$32,920,000. The lowest bid was received from Epic Management, Inc. The bids were reviewed by the staff, our consulting engineer, HDR, and our attorney. All are recommending award. Award is subject to both NJDEP/NJ Water Bank and FEMA approval. There is a Resolution on tonight to award the contract for an amount not to exceed \$26,382,000, subject to NJDEP NJ Water Bank and FEMA approval.

HDR Discussion of Power Resiliency Generation Project Award Recommendation

Letter Presented by Joe Fissora

- We received four (4) bids for this project ranging in price from \$26.3 Million to \$32.9 Million with the lowest bid being received from Epic Management, Inc.
 - Our engineer's estimate for the project was \$26.55 Million, within 1 percent of the low bid.
 - Epic Management provided us with a list of projects that they have completed. They do a lot of work for the School Development Authority with projects ranging in cost from \$41 Million to \$178 Million. We have gotten very good feedback from Rutgers University, for whom Epic Management has performed a lot of work, including an \$82 Million performance center and a \$180 Million dormitory project.
 - o Rutgers also told us that, in their experience, Epic Management has been a low-cost provider, issuing few change orders.
 - Epic's annual revenues are over \$200 Million.
 - They have also completed a project at the Monmouth County Dispatch Center, installing emergency generators, similar to the BRSA project.
 - After reviewing the references, type of work performed, and bid cost as well as verifying that the bid was complete, we recommend that the board award the project to Epic Management Inc.
 - o Commissioner Cavanagh stated that he feels that the Commissioners need more time than what was provided to adequately review the award. A discussion concerning Epic Management, the bids, and the project followed.
-
- **Dorr Oliver** – Our staff met on June 27, 2023 to review the 60% design comments. HDR provided their responses to the satisfaction of the Authority and they continue to progress toward the 90% milestone, expected late September or early October.
 - **Finance** – One of our investment CDs matured on July 14th. We received quotes from three banks for CD's and Treasury Bonds. TD Bank provided the best rate for a 9-month term CD at 5.37%. There is a Resolution on tonight to memorialize that transfer. We

made our second and final debt service payment for 2023 to the NJ I-Bank on July 7th totaling \$592,506.70. We are seeding Project Fund #3 with \$5 Million for the Power Resiliency Generation Project. The funds will be transferred from Project Funds #1 & #2. As the project progresses, we will receive reimbursements from FEMA and NJ I-Bank. We have payments to approve for Project Fund #3 for the Power Resiliency Generation Project for HDR Engineering in the amount of \$11,225 and R3M Engineering, Inc. in the amount of \$1,761.

- **Human Resources** – We have personnel matters for Executive Session.

2. Principal Engineer's Report

- **Contract 131 – Grit Facility Repairs & Improvements** – The contractor received some of the slide gates at the end of the month. The project involves a four (4) phase MOPO Plan. The first phase involves work in the flow division chamber, where the flow is split between the two treatment trains. This work requires a temporary bypass, for which the contractor mobilized on July 5th. They continue to assemble the bypass piping and the bypass pumps are on site. Once assembly is complete, the work in the division chamber will begin. This work will take approximately sixty (60) days while under bypass. Once complete, the bypass piping will be disassembled and moved off site. Work will then begin on phases 2 through 4. We expect assembly of the bypass to be complete in a couple of weeks.
- **Contract 139 – NIRO Incinerator Primary Heat Exchanger Rehabilitation** – The heat exchanger was shipped to the manufacturer on May 12th. Chavond-Barry attended the internal inspection at the manufacturer's facility in Pittsburgh, PA on June 29th. They are working with the manufacturer to generate a list of the items that need to be rehabbed for the unit. Once we review the report detailing the required work, the contractor will complete the repairs at the manufacturer's facility prior to shipping it back to us.
- **Contract 149 – Plant HVAC Upgrades** – Arcadis submitted the 30% design on June 30. The staff are reviewing the submittal and we plan to meet with Arcadis on July 19th. We are trying to fast track this project as best as we can since winter is coming and this will take care of some of the improvements in the Lab, Grit Facility, and Main Pump Station.
- **Pumping Station & Force Main Condition Assessment & Planning Program – Phase 4** – Manuel will provide further details on this project in his report. Phase 1 was completed in 2018 and included some Smart Ball and PipeDiver inspections. Phase 2 involved preliminary repairs on lower Main Street in Matawan and on Clark Street. Phase 3, including the long-term planning program and conceptual future repairs was recently completed. Phase 4 will focus mostly on the Matawan force main since we currently have projects under way that focus on the Raritan Valley and West Keansburg force mains. During the phase 1 inspections, we discovered a grease problem in the Matawan force main. Phase 4 will focus on further evaluating this force main and pump station as well as evaluate degreasers to remove the grease from the wet well and force main. We will also be looking at methods to clean the force main, such as pigging. There is a Resolution on tonight to award the Condition Assessment & Planning Program Phase 4 Proposal to R3m in the amount of \$73,900.00.
- **Contract 23-007 – Annual Hauling & Disposal of Dewatered Sludge Cake** – This is an annual, emergency, as needed, contract for the hauling of sludge cake. Our current contract expires in September. The contract involves a base and alternate bid. The first

base bid includes hauling and disposal at the ACUA. The alternate base bid allows the contractor to dispose of the cake at a facility chosen by them. The contractor must provide written documentation that the facility will accept the sludge. We included the alternate base bid in the event that either facility is unable to take the sludge for any reason during the life of the contract. There is also an allowance to handle any differences in tipping or transportation fees. We do anticipate utilizing this contract next year during the Niro Incinerator Rehab. There is a Resolution on tonight to authorize advertisement the Contract for public bids.

Chairwoman McMullen asked if we had gone out to bid on the Pumping Station & Force Main Condition Assessment & Planning Program – Phase 4. Mr. Petti stated that we did not. R3M worked on the three previous phases and we feel very comfortable continuing with them on this project.

3. Consulting Engineer – R3M Report

- **Power Resiliency System** - We continue to assist BRSA staff and HDR with the I-BANK and NJDEP.
- **WPCP-Site Specific Odor Control Design** – The contract was recently awarded to BR Welding. A Notice to Proceed was issued to the contractor and they have begun to submit shop drawings for review. The project cost will be \$440,000.00. We are experiencing long lead times, which will delay the completion of the project. Once complete, the project will help to capture more of the odors from the facility.
- **Administration Building Roof Replacement** – The work is in the final stages. The contractor is installing the pavers on the roof that will protect the roofing system when someone has to walk on it. They are also working to reinstall the lightning protection.
- **Engineering Design Services for West Keansburg Force Main Replacement** – We are still within the NJDEP work restriction period from April 1 through August 31. All paperwork, shop drawings and administrative requirements are being completed now so that work may proceed after the end of August.
- **Condition Assessment and Planning Program of Authority Force Mains: Phase IV** – The Matawan force main was inspected by Pure Technologies, which identified some sags and high points in the line where gases and grease accumulate. These gases at the high points cause corrosion of the pipe. This proposal involves cleaning the pipe by pigging or the use of foam to remove the grease and sediment from the high and low points. We will also be measuring the pump station pressures and flow to support the findings of the cleaning operations.

Commissioner Lauro voiced his concerns over the delays in the Odor Control Improvements Project. A discussion concerning equipment lead times and related project delays followed.

4. Director of Operation's Report

- **Plant Performance** – The flow for June was 197.654 million gallons, which was 80% of, or 52 million gallons less, than the total for May.
- **Effluent Quality** – The effluent quality continues to improve with a reduction of Effluent Suspended Solids of 3 mg/L and 1% increase in percent removal. Effluent BOD concentration also decreased by 1 mg/L and percent removal increased by 1%.

- **Incineration** – We used 10 gallons per dry ton less fuel oil during incineration operation this month, which is a significant decrease in oil consumption. We looked at the fuel oil usage in further detail and found that there was no significant change in the amount or quality of sludge burned compared to last month. However, we saw a similar decrease last May/June. We feel that this can be attributed to the ambient temperature being warmer, causing less heat loss overnight while the incinerator is shut down. By staying hotter overnight, the incinerator does not need as much time to heat up in the morning. We see the most significant oil usage during heat up while we use auxiliary fuel instead of sludge to bring it up to temperature.
- **Odor Complaints** – We received six (6) odor complaint in May. Investigations of the odor complaints found the MET Tower wind speeds and direction to be consistent with most other odor complaints. We are addressing an issue that has arisen on the weekends where the Operators cannot get to the phone prior to the call being transferred to voicemail due to the limited staff on site. Commissioner Lauro will be provided an email address to which he can email odor complaints on the weekends. This email will be monitored by the Operation's Supervisor, who will contact the Operator on site to have an investigation into the odor completed.
- **Noise Complaints** – We received one (1) noise complaint in June. Winds at the time of the complaint were 17 mph. We informed Mr. Nalick that the NJ Administrative Code dictates that sound recordings taken when wind speeds are above 12 mph or when it is raining are not valid. He indicated in several of his complaints that the noise seems to be coming from the white building. We requested that he provide further details as to the location of that building because all of our buildings are brick. He has not responded to that request.
 - Commissioner Cavanagh stated that he would like to see the result of the in-depth analysis being performed with the sound monitoring device. Mr. Broyles indicated his desire to pinpoint what Mr. Nalick hears that is causing the complaints so that we can resolve the issue since our investigations into the individual complaints have not resulted in any significant findings.
- **Operations** – Both plants are operating well, as evidenced by the effluent quality. We did develop some floating solids, likely due to the higher heat increasing the biological activity. We made some process adjustments to Plant 2 that have resolved the issue. While making these adjustments, we discovered a couple of issues with the final clarifiers in Plant 2. These are being addressed. We had one scheduled shutdown of the NIRO Incinerator for Sand Air Compressor maintenance. We experienced a delayed start-up due to a plugged sludge port on June 22. The port was cleared and operation of the incinerator resumed in the afternoon. BRSA staff took part in the WWTP Odor Control Improvements Pre-Construction Meeting, Union Beach Flood Control Project Geotech and Chemical Boring Coordination Meeting and the NIRO Incinerator Rehabilitation Pre-Construction Meeting.
- **Compliance, Safety, and Training** – We received several safety training classes in June, including Ladder Safety, Fire Safety & Extinguisher, Blood Borne Pathogens and HazCom. The hands-on portion of the fire extinguisher training will be performed at a later date. On the day of the training, conditions were too dry and windy, making it unsafe to train with an open fire. Staff also received refresher training on the GIS Program. On June 28th, NJDEP was on-site for the second Coastal Compliance Program

Inspection for 2023. There were no issues of concern. We updated them on the bypass and provided them with the final bypass plan and MOPO. The settlement agreement from the NJDEP Air Compliance and Enforcement inspection will be discussed in closed session.

- **Laboratory** – The lab was preparing for the full NJDEP laboratory audit, which took place on July 6. We did receive a letter from DEP indicating that we performed acceptably on all of the analysis for NJDEP Laboratory Proficiency Study.
- **Industrial Pretreatment Program** – We are investigating some issues involving the discharge from the Saker Shoprite Facility located on Rt. 35 in Holmdel. This is the same building where CEI is located. We understand that they are performing some food preparation at the facility. We are going to set up our own sampler so that we can analyze their discharge and evaluate the need to issue an Industrial Pretreatment Permit. CEI has reported that they exceeded their loading limits for the month of June. We are waiting for the monthly Self-Monitoring Report so that we can calculate the monthly average loadings. If the monthly average loading exceeds the limit, a penalty assessment will be required. A Notice of Violation will be issued regardless of whether a penalty assessment is required.
- **Computers, Instrumentation, and Network Administration** – The Thickened Sludge Magnetic Flowmeter failed. The converter was replaced and the meter was put back in service. The Press #4 PLC failed, causing a loss of flow signal to the SCADA System. We replaced the analog output card and the issue was resolved. The CPU in the PLC for Press #3 failed. Due to the number of failures that we have seen with this unit, we replaced it with a less expensive unit that maintains the necessary functionality. We replaced a cell in the CPPE Mercury Adsorber Millwatch Detector, calibrated the detector, and returned the unit to service. The convertor in the Strathmore Meter Chamber Magnetic Flow Meter failed and was replaced.
- **Treatment Plant Maintenance** – We replaced a section of the city water service line at the Sodium Hypochlorite Building. A portion of the line that penetrated through the wall had corroded away. We were able to replace the section with a poly line and put it back in service. The misalignment switch on Press #3 went bad and was replaced. The service technician for the Sand Air Compressors was out to perform some corrective and preventative maintenance. The tube for the sodium hypochlorite pump for Odor Control #5 developed a leak. While investigating, a safety concern arose concerning the valving on the suction line. As a result, we shut down Odor Control Units #4-5 and installed new piping and valves. The units were then returned to service. The outer bearing on Grit Elevator #2 was replaced. While investigating the floating solids on Final Tank #5, we repaired the spray headers and found one sludge withdrawal tube clogged. We backflushed the tube and flow resumed. During flushing, it was noticed that there appears to be a break in the tube. A repair will be made when the tank is drained for inspection next month.
- **Collection's System Maintenance** – The scum pump was removed from the West Keansburg Pump Station to replace bearings and investigate a leak. It was discovered that the cause of the leak may be from deficiencies in the casing. We performed in-house repairs and continue to monitor. We experienced some grease issues at the Rt. 35 Meter Chamber, prompting the investigation into Saker that was discussed earlier. Our jetting and cleaning contractor vacuumed and jetted the line from manhole E-49 to E-52. We

received another call about a blockage in the Rt. 35 Meter Chamber and found that the blockage was beyond our Meter Chamber in Hazlet's line. Hazlet Township was notified and BRSA Staff assisted with locating the blockage.

Mr. Broyles provided details concerning the Resolution on tonight to Award the NX350 Neuros Blower Annual Maintenance and Warranty Extension. These blowers are critical to the biological process because they supply the air necessary for the microorganisms to thrive. These blowers are more complex than the typical centrifugal blowers we have used in the past and require specialized maintenance beyond the scope of our maintenance department. This contract includes an annual inspection by the contractor to assure proper operation.

Commissioner Cavanagh asked if the SCADA Boards are becoming difficult to source. Mr. Anderson explained that we are not having issues with sourcing, we have decided to replace with a less expensive model that provides the functionality that we need because the atmosphere in which they are installed leads to more frequent replacement.

Commissioner Cavanagh then asked if there is a standard that Saker Shoprite's is violating that they are aware of or how would they know unless we tell them. Mr. Broyles explained that the BRSA Rules and Regulations specify that no one can discharge over 100 mg/L of oil and grease into our system. Saker does not currently have an Industrial Pretreatment Permit so there is no reason for them to be testing. We have decided to perform testing ourselves because we will feel more comfortable basing our decision of whether a Pretreatment Permit is required or not on results from analysis that we have performed. A brief discussion about the Saker facility followed.

5. Legal Report – Closed Session

6. TREASURER'S REPORT

STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS

	Balance
	June 30, 2023
<u>UNRESTRICTED INVESTMENTS</u>	
TD Bank -CD#1	\$ 2,118,000.00
Lakeland Bank Reserved Checking	\$ <u>2,464.60</u>
TOTAL UNRESTRICTED INVESTMENTS	\$ 2,120,464.60
<u>TD BANK UNRESTRICTED CASH</u>	
Incoming Revenue Account	\$ 2,936,975.68
Operating Regular Account	\$ 2,825,118.17
Operating Reserve Account	\$ 6,057,431.88
Operating Payroll Account	\$ <u>837,244.80</u>
TOTAL UNRESTRICTED CASH	\$ 12,656,770.53
TOTAL UNRESTRICTED CASH & INVESTMENTS	\$ 14,777,235.13

RESTRICTED INVESTMENT

Cash Management	\$ 7,613,309.03
TD Bank CD2	\$ 3,194,001.65
TOTAL RESTRICTED INVESTMENTS	\$10,807,310.68

RESTRICTED CASH

NJEIT Project Fund #I	\$ 472,063.46
NJEIT Project Fund #II	\$ 3,740,752.41
NJEIT Project Fund #III	\$ 983,759.88
Bond Service Fund	\$ 705,465.32
TOTAL RESTRICTED CASH	\$ 5,902,041.07
TOTAL RESTRICTED CASH & INVESTMENTS	\$16,709,351.75
TOTAL AUTHORITY ACCOUNTS	\$31,486,586.88

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

SCHEDULE OF ACCOUNTS RECEIVABLE

	Balance
	June 30, 2023
BRSA CHARGES	
Hazlet Township Sewerage Utility	\$ 0.00
Township of Holmdel	\$ 0.00
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	\$ 452,443.67
TOTAL	\$ 638,594.82
OUTFALL AUTHORITY CHARGES	
Hazlet Township Sewerage Utility	\$ 0.00
Township of Holmdel	\$ 0.00
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	\$ 44,824.71
TOTAL	\$ 63,267.16
RENT RESERVE ACCOUNTS as of June 30, 2023	
Hazlet Township Sewerage Utility	\$ 801,150.14
Township of Holmdel	\$ 327,383.44
Borough of Union Beach	\$ 206,554.64
Borough of Keyport	\$ 305,394.30

Borough of Keansburg	\$ 272,695.84
Borough of Matawan	\$ 331,897.36
Western Monmouth Utilities Authority	\$ 120,726.31
Township of Aberdeen	\$ 502,027.19
TOTAL	\$ 2,867,829.22

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:

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

Commissioner Whalen's microphone stopped working. His YES vote was received via hand signal.

ABSENT: Commissioner Mioduszewski

7. PAYMENT OF REQUISITIONS

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

Operating Fund Req. No. 623 (Regular)	\$ 437,561.70
Payroll Account Req. No.P271 (Payroll)	\$ 227,753.02
NJIB Project Fund #III Req.#PF-35	\$ 12,986.00
NJ IBank Debt Service Payment #DS-26	\$ 53,598.71
NJ IBank Debt Service Payment #DS-27	\$ 396,931.66
NJ IBank Debt Service Payment #DS-28	\$ 141,976.33

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 June 19, 2023

Closed Session Minutes of June 19, 2023

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

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 (97/23): To Authorize “Roll Over” CD Investment with TD Bank

WHEREAS, the Bayshore Regional Sewerage Authority (“Authority”) has established a Cash Management Plan (“Plan”) pursuant to the provisions of NJSA 40A:5-14; and

WHEREAS the Plan is required in order to set forth the basis for deposits and investments of public funds of said Authority; and

WHEREAS, the Plan is intended to assure that all public funds identified within it are deposited and invested in compliance with the terms set forth and required by N.J. S.A. 40A:5-14; and

WHEREAS, Certificates of Deposit (“CD’s”) are permissible investments under Article VI- (9) of the Plan.

WHEREAS, for the better safety, liquidity and maximum investment return the Authority desires to Roll Over the following Restrictive Fund Investment:

\$2,167,731.82 for 9-months (new maturing date: April 09, 2024) CD with TD Bank at an interest rate of 5.37%.

NOW THEREFORE BE IT RESOLVED the Commissioners of the Bayshore Regional Sewerage Authority hereby authorize and ratify the investments so stated in TD Bank.

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 (98/23): To Award the NX350 NEUROS BLOWER Annual Maintenance and Warranty Extension, in the amount of \$29,345.00

WHEREAS the Bayshore Regional Sewerage Authority (“Authority”) has two (2) NX350 NEUROS BLOWER(S) that are essential Proprietary Equipment for the daily operation of the Authority; and

WHEREAS the Authority requested and received a proposal from APG-NEUROS of Plattsburg, New York in response to RFQ #2020-06; and

WHEREAS the Authority awarded the Proprietary Annual Maintenance Service and Warranty Extension for a ten (10) year term via Resolution # 114/20 to APG -NEUROS to ensure continued Maintenance Service and Warranty coverage; and

WHEREAS the years four (4) through ten (10) of said Proprietary agreement will be at a cost not to exceed \$29,345.00 each year renewing every August 2nd, 2023 through 2030.

WHEREAS in accordance with NJAC 5:30-5.4 (a)(3), the Authority certifies the availability of funds in the Authority "Service Contracts" line item, to cover the maximum yearly amount of the agreement set forth in the resolution.

NOW THEREFORE BE IT RESOLVED the Commissioners of the Bayshore Regional Sewerage Authority authorize the renewal of the NX350 NEUROS BLOWER(S) Annual Maintenance and Warranty Extension to APG-Neuros of Plattsburg, New York for year four (4) of ten (10), August 3, 2023 to August 2, 2024

OFFERED BY: Commissioner Lauro, 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

RESOLUTION (99/23): To Authorize Advertisement for Public Bids for Contract 23-007 Annual Hauling & Disposal of Dewatered Sludge Cake

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

WHEREAS, there is a need for an annual Contract for hauling and disposal of dewatered sludge cake during planned maintenance shutdowns and when the incinerators are in need of major repairs; and

WHEREAS, the Authority has current Contract with Environmental Protection & Improvements Company, LLC for the hauling & disposal of dewatered sludge cake that expires on September 19, 2023; and

WHEREAS, the Authority intends to rebid the Contract; 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 Contract 23-007 Annual Hauling & Disposal of Dewatered Sludge Cake in the Authority Official Newspaper and on the Authority Website.

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

RESOLUTION (100/23): To Award Engineering Services for Condition Assessment and Planning Program of Authority Force Mains, Phase 4 to R3M Engineering, Inc., in the amount of \$73,900.00.

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

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

WHEREAS, through Resolution No. 12/22, the Authority contracted with R3M Engineering, Inc. to continue the multi-phase condition assessment and planning program for the force main pipelines with Phase 3; and

WHEREAS, Phase 3 included additional pipeline repair investigations, a preliminary pumping station hydraulic evaluation and the implementation of a long-term operational and maintenance monitoring program; and

WHEREAS, Phase 4 includes the evaluation & implementation of a grease management plan, cleaning and flushing plan of the Matawan Force Main (“FM”), and an evaluation of improvements to the Matawan PS data collection system; and

WHEREAS, R3M Engineering, Inc. has submitted an engineering proposal for Phase 4 of the Condition Assessment and Planning Program, dated July 7, 2023, in the amount of \$73,900.00; and

WHEREAS, the Executive Director and Principal Engineer have met with R3M to review the proposal and find it to be fair and reasonable; and

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

NOW THEREFORE BE IT RESOLVED the Commissioners of Authority hereby approve the engineering proposal for Condition Assessment and Planning Program, Phase 4, in the amount of \$73,900.00 to R3M Engineering, Inc., of Old Bridge, NJ in accordance with the terms and conditions of the proposal dated July 7, 2023.

BE IT FURTHER RESOLVED that the Chairwoman and Secretary are hereby authorized to execute the contract agreement with R3M Engineering, Inc., of Old Bridge, NJ.

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

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

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

ABSENT: Commissioner Mioduszewski

RESOLUTION (101/23): To Award Contract 114-S, Power Resiliency Generation Project to Epic Management, Inc. of Piscataway, NJ in the amount of \$26,382,000.00

WHEREAS, as a result of Superstorm Sandy, and to avoid future prolonged power loss, flooding and damage to their facilities, the Bayshore Regional Sewerage Authority (“Authority”) and the Monmouth County Bayshore Outfall Authority (“MCBOA”) propose to construct a Power Resiliency Generation System, consisting of three (3) 1,500 kW natural gas-fired generators in an enclosed Generator Building located at the Authority’s wastewater treatment

plant to maintain continuous power supply to the Authority and MCBOA for a minimum of seven (7) consecutive days; and

WHEREAS, the Authority has contracted with HDR Engineering, Inc. (“HDR”) to develop Contract 114-S, Power Resiliency Generation Project with technical specifications for the work and design documents for the solicitation of public bids, by Resolution No. 106/19; and

WHEREAS, in accordance with Local Public Contracts Law, the Authority advertised for Contract 114-S, Power Resiliency Generation Project, and four (4) sealed bids were received and publicly opened on June 15, 2023 at 11:00 A.M., with the low bidder being Epic Management, Inc. of Piscataway, NJ in the amount of \$26,382,000.00; and

WHEREAS, the Authority Attorney, Principal Engineer and Consulting Engineer, HDR have reviewed the bids and are recommending award of the Contract to Epic Management, Inc. of Piscataway, NJ in the amount of \$26,382,000.00; and

WHEREAS, in accordance with N.J.S.A 5:30-5.4 (a) (3), the Authority certifies the availability of funds in the Power Resiliency Generation 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 Epic Management, Inc. of Piscataway, NJ is hereby awarded Contract 114-S, Power Resiliency Generation Project in the amount of \$26,382,000.00 in accordance with the terms and conditions of the bid and Contract Documents and contingent on final approval from FEMA and authorization to award from the NJDEP I-Bank.

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

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

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 8:27 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 Lauro, 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 9:03 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 (102/23): To Grant Tiffany Cavallaro Regular Employment Status Effective July 16, 2023

WHEREAS, Tiffany Cavallaro was hired as a probationary employee in the job title of Finance Administrator on April 17, 2023; and

WHEREAS, the probationary period expired on July 16, 2023; and

WHEREAS, in a memorandum to the Executive Director dated July 12, 2023, the Director of Operations has recommended that Ms. Cavallaro be granted Regular Status effective July 16, 2023.

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Bayshore Regional Sewerage Authority that Tiffany Cavallaro 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 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

RESOLUTION (103/23): To Accept NJDEP Penalties and Settlement

WHEREAS, the Bayshore Regional Sewerage Authority (“BRSA”) held Bureau of Stationary Sources Operating Permits (BOP140001), (BOP180002), and (BOP180003) and Certificates to Operate regulating the discharge of emissions from the Niro Incinerator; and

WHEREAS, the Authority and the NJDEP have reached a Settlement Agreement in the amount of \$17,900.00 for (1) not conducting the 2020 annual air pollution control device inspection on the Niro Incinerator Air Pollution Control Devices; and (2) failure to perform stack emission testing for arsenic, beryllium, chromium, nickel and TCDD on the Niro Incinerator stack emissions in 2021; and (3) Niro Incinerator stack emission testing from April 4-6, 2018 determined that emissions to the outdoor atmosphere exceeded the standard for NOx lb/ton dry sludge; and (4) Niro Incinerator stack emission testing on April 3, 2019 determined that emissions to the outdoor atmosphere exceeded the standard for NOx lb/ton dry sludge; and (5) Niro Incinerator stack emission testing from June 16, 2020 determined that emissions to the outdoor atmosphere exceeded the standard for NOx lb/ton dry sludge; and

WHEREAS, the Authority desires to execute the Settlement Agreement in accordance with the terms as stated in a letter dated June 27, 2023.

NOW THEREFORE BE IT RESOLVED, the Bayshore Regional Sewerage Authority hereby accepts the Settlement as set forth by the Department and herewith agrees to pay the NJDEP penalties assessed at \$17,900.00.

BE IT FUTHER RESOLVED, the Authority hereby authorizes the Executive Director to execute the Settlement Agreement, contingent upon attorney review.

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

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

RESOLUTION (104/23): To Promote Carolann Weisel as Purchasing Supervisor

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, due to the need of the Authority for a Purchasing Supervisor to supervise the purchasing department and train the new purchasing assistant; and

WHEREAS, the position has grown and transitioned over the years with the job description, regulations, certifications, supervising purchasing procedures and integration with finance; and

WHEREAS, Carolann Weisel, Purchasing/Inventory Clerk at the Authority has demonstrated through her experience and certification the qualities necessary for the position of Purchasing Supervisor; and

WHEREAS, Ms. Weisel has previously served the Authority in the capacity of Purchasing Agent to the satisfaction of the Director of Operations and Superintendents; and

WHEREAS, Ms. Weisel is a NJ State Certified Qualified Purchasing Agent (QPA); and

WHEREAS, the Executive Director has a transition plan for the Purchasing Department and is recommending to the Board the promotion of Carolann Weisel to the non-union position of

Purchasing Supervisor, effective on or about July 23, 2023, in accordance with the Executive Director's memorandum to the Board, dated July 11, 2023.

NOW, THEREFORE, BE IT RESOLVED the Commissioners of the Bayshore Regional Sewerage Authority authorize the promotion of Carolann Weisel to Purchasing Supervisor, effective on or about July 23, 2023, with a 5% salary increase and a 6-month probationary period that allows her to return to her current union position, in accordance with the Executive Director's memorandum to the Board, dated July 11, 2023.

BE IT FURTHER RESOLVED that any sick time remaining under her union position shall be frozen and payable at retirement in accordance with NJ State Law.

OFFERED BY: Commissioner Lauro, 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

ADJOURNMENT

ANNOUNCEMENT (by Chairwoman McMullen):

The next B.R.S.A. Public Meeting is scheduled for Monday, August 21, 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 9:03 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, Mioduszewski, Sutton, Whalen and Chairwoman McMullen

Respectfully submitted,
Chad Sprague, Regulatory Compliance Manager