



# BAYSHORE REGIONAL SEWERAGE AUTHORITY

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Robert C. Fischer  
EXECUTIVE DIRECTOR

## AGENDA FOR REGULAR MEETING MONDAY, DECEMBER 19, 2016

At \_\_\_\_\_ P.M. on Monday, December 19, 2016 **Chairman Pisano** calls the meeting of the Bayshore Regional Sewerage Authority to order and makes the following announcement:

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 and is on the BRSA Official Website. 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.

**Chairman Pisano** asks all in attendance to stand for the Pledge of Allegiance and a Moment of Silence for the safety of US Troops all over the world.

**Chairman Pisano** requests a roll call of attendance:

**ROLL CALL:** Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Pisano \_\_\_\_\_

Also in Attendance: Robert C. Fischer, Executive Director  
Pete Canal, BRSA Staff Engineer  
J. Michael Broyles, BRSA Superintendent  
Manuel Ponte, Consulting Engineer  
John Napolitano, BRSA Attorney  
Susan DuBey, Admin. Assistant  
Michael Bart, BRSA Auditor  
Stephanie Towns, Stenographer

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### 1. Public Hearing on 2017 User Charge

At \_\_\_\_\_ P.M. **Chairman Pisano** calls for a **MOTION** to Open the Public Hearing

OFFERED BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

**ROLL CALL:** Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Pisano \_\_\_\_\_

**ANNOUNCEMENT (by Chairman Pisano)** This portion of the meeting is the Public Hearing for the 2017 User Charge. John Napolitano, General Counsel for BRSA, will issued the Oath to Professionals and commence obtaining Testimony from the Executive Director, Auditor and Consulting Engineer. Public Hearing Minutes will be recorded by a Certified Court Stenographer and will be made available after formal adoption at the January, 2017 Authority Meeting.

**Public Portion**

**ANNOUNCEMENT (by Chairman Pisano):** This portion of the meeting is now open to the public for comments or questions related to the **2017 Budget and User Charge**. As a courtesy to all, please be mindful of limiting your comments to 5 minutes.

**1. RESOLUTION (129/16): to Adopt the 2017 Annual and Capital Budget of the Authority**

OFFERED BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

**ROLL CALL:** Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Pisano \_\_\_\_\_

**2. RESOLUTION (130/16): to Adopt the 2017 User Charge Schedule**

OFFERED BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

**ROLL CALL:** Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Pisano \_\_\_\_\_

At \_\_\_\_\_ P.M. **Chairman Pisano** calls for a **MOTION** to Close the Public Hearing and open the Regular Meeting of the Bayshore Regional Sewerage Authority

OFFERED BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

**ROLL CALL:** Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Pisano \_\_\_\_\_

# REPORTS

**1. Executive Directors Report, BRSA Projects, Special Reports & Connection Applications**

- Disaster Recovery Update
- RPM Family and Senior Building Connection Application - Aberdeen

**2. Staff Engineer Report**

- Bid Results and Contract Award – Collection System Rehab- Contract 95
- c/o #3 Contract 73S – Pump Stations Contract

**3. Consulting Engineer – R3M**

- Various Authority Buildings – Amendment Request Engineering Services during Construction

**4. Superintendent’s Report**

- Treatment Plant Performance

**5. Closed Session**

- Personnel
- .....

MOTION (by Chairman Pisano) – to accept the Treasurers Report

## 6. TREASURER’S REPORT

(by Commissioner Sutton)

OFFERED BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

**ROLL CALL:** Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Pisano \_\_\_\_\_

## 7. PAYMENT OF BILLS

MOTION (by Chairman Pisano) - for payment of the following:

Operating Fund Req. No.P192 (Payroll)	\$ 182,800.75
Operating Fund Req. No. 542 (Regular)	\$ 524,343.98
NJEIT Project Fund Req. #PF-19	\$ 515,102.53
NJEIT Project Fund #2 Req. #PF02-04	\$ 75,873.76

OFFERED BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

ROLL CALL: Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Pisano \_\_\_\_\_

## **8. APPROVAL OF MINUTES**

**MOTION** (by **Chairman Pisano**) - to approve the following Minutes:  
Regular Meeting of November 21, 2016  
Closed Session of November 21, 2016

**OFFERED BY:** Commissioner \_\_\_\_\_ **SECONDED BY:** Commissioner \_\_\_\_\_

ROLL CALL: Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Pisano \_\_\_\_\_

### **Public Portion**

**ANNOUNCEMENT** (by **Chairman Pisano**): 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.

### **Resolutions**

#### **3. RESOLUTION (131/16): To Award RFQ 2016-03 Furnish and Deliver of Trailer Mounted Diesel Portable Compressor, in the amount of \$20,544**

OFFERED BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

ROLL CALL: Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Pisano \_\_\_\_\_

#### **4. RESOLUTION (132/16): To Adopt & Reissue Final Permits for IFF**

OFFERED BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

ROLL CALL: Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Pisano \_\_\_\_\_

**5. RESOLUTION (133/16): To Adopt & Reissue Final Permits for CEI**

OFFERED BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

ROLL CALL: Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Pisano \_\_\_\_\_

**6. RESOLUTION (134/16): To award Change Order No. 3, in the amount of \$101,221 to Northeast Remsco for Contract No. 73S, Main Pump Station and Sludge Return Building & PS #1, Repairs & Mitigation**

OFFERED BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

ROLL CALL: Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Pisano \_\_\_\_\_

**7. RESOLUTION (135/16): To approve Sanitary Sewer Connection and Treatment Works Approval Application for RPM Development, LLC, Developer for Aberdeen Family, LP & Aberdeen Senior, LP**

OFFERED BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

ROLL CALL: Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Pisano \_\_\_\_\_

**8. RESOLUTION (136/16): To award Interceptor Sewer Rehabilitation Project, Phase 1, Contact 95 to Metra Industries in the amount of \$2,147,000**

OFFERED BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

ROLL CALL: Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Pisano \_\_\_\_\_

**9. RESOLUTION (137/16): To Amend 71S Construction Management Services Contract with R3M**

OFFERED BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

ROLL CALL: Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Pisano \_\_\_\_\_

### **Public Portion**

**ANNOUNCEMENT (by Chairman Pisano)** – This portion of the meeting is OPEN TO THE PUBLIC to discuss any BRSA matters the public may care to address. The public is reminded, only questions or comments not previously addressed; and/or specific to the scope of BRSA’s operations or projects will be addressed. As a courtesy to all members of the public wishing to speak, please be mindful of limiting your comments to 5 minutes.

### **Executive Session**

**MOTION (by Chairman Pisano)** - to go into Closed Session at \_\_\_\_\_ 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 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 \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

ROLL CALL: Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Pisano \_\_\_\_\_

**MOTION (by Chairman Pisano)** - to end **Closed Session** and **Re-Open** the Regular Meeting @ \_\_\_\_\_ PM.

OFFERED BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

ROLL CALL: Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Pisano \_\_\_\_\_

### **10. RESOLUTION (138/16): To Rescind Resolution No. 126/16 - Hire a Plant Operator**

OFFERED BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

ROLL CALL: Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Pisano \_\_\_\_\_

**11. RESOLUTION (139/16): To Hire a Plant Operator**

OFFERED BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

ROLL CALL: Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Pisano \_\_\_\_\_

**12. RESOLUTION (140/16): To Hire a Laboratory Technician**

OFFERED BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

ROLL CALL: Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Pisano \_\_\_\_\_

**Adjournment**

**ANNOUNCEMENT (by Chairman Pisano)**

The next Regular Meeting of the BRSA will be held on Monday, January 16, 2017. All meetings are held at 7:00 PM in the Administration Building at 100 Oak Street, Union Beach, NJ.

**MOTION (by Chairman Pisano)** to adjourn the meeting @ \_\_\_\_\_ PM.

OFFERED BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_

ROLL CALL: Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairman Pisano \_\_\_\_\_