

REORGANIZATION
& REGULAR MEETING

FEBRUARY 22, 2016

At _____ P.M., Chairman Sutton makes the following announcement:

The Reorganization 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 Newark Star Ledger and 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.

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

Chairman calls for a roll call of attendance:

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

Also In Attendance: Mr. Robert C. Fischer, Executive Director
J. Michael Broyles, Superintendent
John Napolitano, General Counsel
Manuel Ponte, P.E., Consulting Engineer
Peter J. Canal, BRSA Engineer
Susan DuBey, Admin. Assistant

MOTIONS FOR REORGANIZATION

Chairman Sutton calls for **MOTIONS** on the following:

MOTION - for the office of **CHAIRMAN: Commissioner Pisano**

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Steiner _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Pisano _____ Chairman Sutton _____

Chairman Pisano calls for **MOTIONS** on the following:

MOTION - for the office of **VICE-CHAIRMAN - Commissioner McMullen**

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____
ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

MOTION - for the office of **TREASURER - Commissioner Sutton**

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____
ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

MOTION - for the office of **ASSIST-TREASURER – Commissioner Vella**

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____
ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

MOTION - for the office of **SECRETARY - Commissioner Khachaturian**

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____
ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

MOTION - for the office of **ASSIST-SECRETARY – Commissioner Steiner**

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____
ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
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 accordingly.

RESOLUTIONS

1. RESOLUTION: (09/16) To Adopt a Non-Fair and Open Policy for Annual Professional Service Contracts

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

2. RESOLUTION: (10/16) Designating the *Asbury Park Press*, as the Official newspaper of the Bayshore Regional Sewerage Authority and *Bayshorersa.com* as the Official Website for Public Notices and any other official informational postings of the Authority.

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

3. RESOLUTION: (11/16) Re-adopt a Cash Management Plan as set forth pursuant to provisions of NJSA 40A: 5-14.

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

4. RESOLUTION: (12/16) Designating TD Bank, qualified under the Government Unit Deposit Protection Act, as the Official Depository of the B.R.S.A.

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

5. RESOLUTION: (13/16) Designating Mr. Robert C. Fischer, Executive Director of the BRSA as the Authorized Representative to sign and verify documents submitted to various Departments of the State of New Jersey, County of Monmouth; and various offices and agencies of the U.S. Federal Government.

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

6. RESOLUTION: (14/16) Re-Adopt Procedures to be followed in the Payment of Invoices.

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

7. RESOLUTION: (15/16) Re-Adopt Procedures to be followed in the Purchase of Equipment and Supplies and Services.

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

8. RESOLUTION: (16/16) Re-Adopt the Schedule of Financial Reports.

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

9. RESOLUTION: (17/16) Adopt and Publish the Annual Notice of Scheduled Authority Meetings for the period March 2016, through February 2016.

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

10. RESOLUTION: (18/16) To Re-Adopt TD Banks Resolution for the B.R.S.A. Payroll Account together with appropriate signature cards.

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

11. RESOLUTION: (19/16) To Re-Adopt TD Banks Resolutions for B.R.S.A. Incoming Revenue, Operating, Reserve, Rent Reserve and NJEIT Accounts together with appropriate signature cards.

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

12. RESOLUTION: (20/16) to Adopt Authority Indemnification Resolution.

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

13. RESOLUTION: (21/16) to Appoint a Labor/Employment Attorney

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

14. RESOLUTION: (22/16) to Appoint Bart & Bart, CPAs as Auditors and Accountants, and authorize the Chairman and Secretary to execute the contract.

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

15. RESOLUTION: (23/16) to Accept the Proposal from ARCADIS US for continuing service as Authority's FEMA Consultant

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

16. RESOLUTION: (24/16) to Appoint Gibbons P.C. as Bond Counsel, and to authorize the Chairman and Secretary to execute the contract.

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

17. RESOLUTION: (25/16) to Appoint R3M as our Consulting Engineer, and to authorize the Chairman and Secretary to execute the contract.

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

18. RESOLUTION: (26/16) to Appoint Conner, Strong & Buckelew Services, as Risk Management Consultant and to authorize the Chairman and Secretary to execute the contract.

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

19. RESOLUTION: (27/16) to Appoint Morehouse Engineering as the Process and Instrumentation Control Consultant and authorize the Chairman and Secretary to execute the contract.

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

20. RESOLUTION: (28/16) to Appoint Chavond Barry as Incinerator Engineering Consultants and authorize the Chairman and Secretary to execute the contract.

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

21. RESOLUTION (29/16): to Appoint Acacia Financial Group, Inc. as Financial Advisor and authorize the Chairman and Secretary to execute the contract.

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

22. RESOLUTION (30/16): to Appoint Cleary, Giacobbe, Alfieri, Jacobs, LL as General Counsel and authorize the Chairman and Secretary to execute the contract.

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

SUB-COMMITTEE APPOINTMENTS

Chairman Pisano calls for a review of the recommended Sub-Committee Appointments offered and requested a **MOTION** of acceptance:

COMMITTEE APPOINTMENTS are offered by the Chairman who may preside over any Sub-Committee Meeting with adequate public notice.

2016 Committee Appointments

FINANCE COMMITTEE:

Commissioner Steiner - Chair
Commissioner McMullen
Commissioner Vella

LEGAL COMMITTEE:

Commissioner McMullen - Chair
Commissioner Vella
Commissioner Steiner

ENGINEERING COMMITTEE:

Commissioner Khachaturian - Chair
Commissioner Pisano
Commissioner Sutton

PERSONNEL COMMITTEE:

Commissioner Sutton - Chair
Commissioner Khachaturian
Commissioner Pisano

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

Chairman Pisano calls for a **MOTION** – to Close the Reorganization Meeting of February 22, 2016 and Open the Regular Meeting of February 22, 2016.

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

REGULAR MEETING

Reports

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

- Disaster Recovery Update
- Dorr Oliver and EPA Correspondence
- Marlboro Estates Connection Application

2. Staff Engineer Report

- Construction Management Services - Combined Blower Building – 80S
- Change Order No.1 – Main Pump Station Project – 73S
- Change Order No.3 – Niro Project – 74S
- Jersey Avenue Force Main Repair

- 3. **Consulting Engineer – R3M**
 - First Quarter Flow Report 2015/2016
- 4. **Superintendent’s Report**
 - Winter Storm Jonas
- 5. **Legal Report - Closed Session**
 - Personnel

TREASURER’S REPORT

Chairman Pisano calls for a **MOTION** to approve the Treasurer’s Report

TREASURER’S REPORT (by Commissioner Pisano Section #8)

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
 Commissioner McMullen _____ Commissioner Vella _____
 Commissioner Steiner _____ Chairman Pisano _____

PAYMENT OF REQUISITIONS

MOTION - to approve payment of bills listed on:

Operating Fund Req. No.531 (Regular)	\$ 942,394.87
Payroll Account Req. No.P182 (Payroll)	\$ 238,016.87
NJEIT Project Fund Req. #PF-9	\$3,225,982.99
Wire Transfer FEMA Funds to NJEIT #WT005	\$ 720,769.65

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
 Commissioner McMullen _____ Commissioner Vella _____
 Commissioner Steiner _____ Chairman Pisano _____

APPROVAL OF MINUTES

Chairman Pisano calls for a **MOTION** to approve the following Minutes:

- Regular Meeting Minutes of December 21, 2015
- Closed Session Minutes of January 18, 2016
- Agenda Meeting Minutes of January 18, 2016

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

RESOLUTIONS

23. RESOLUTION (31/16) – To Award the Contract for Sodium Hypochlorite to Kuehne Chemical Co.

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

24. RESOLUTION (32/16) — To Award the Contract for Bioxide to Evoqua Water Technologies, LLC

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

25. RESOLUTION (33/16) — To Award the Contract for Polymer to Polydyne, Inc.

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

26. RESOLUTION (34/16) – To Accept the First Three Months Flow Report for 2015/2016

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

27. RESOLUTION (35/16) – To Advertise for RFQ’s for the Annual Preventive Maintenance Calibration and Repair of Instrument Equipment

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

28. RESOLUTION (36/16) – To Award Request for Quotation for Repair of Lamson Blower #4 in Blower Building No.2

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

29. RESOLUTION (37/16) – To Award Engineering and Construction Management Services for the Combined Blower Building Project (CBB) Contract 80S to Hazen and Sawyer

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

30. RESOLUTION (38/16) – To Award Change Order #1 in the amount of \$54,348 to Northeast Remsco for Contract No. 73S, Main Pump and Sludge Return Building & PS#1, Repairs & Mitigation

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

31. RESOLUTION (39/16) –To Award Change Order # 3, in the amount of \$104,495 to Stone Hill construction for Contract No. 74S, NIRO Incinerator Repair & Mitigation

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

32. RESOLUTION (40/16) – To Authorize the Advertisement of public Bids for the Furnishing and Delivery of a Comminutor and Accessories for the Matawan Pump Station

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

33. RESOLUTION (41/16) – To Approve Sanitary Sewer Connection and Treatment Works Approval Application for Marlboro Estates, LLC Developer for Marlboro Estates of Township of Marlboro

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

34. RESOLUTION No. (42/16)- To Advertise for Bids, Contingent upon Authorization from NJEIT, for the Combined Blower Building Project 80S

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

PUBLIC PORTION

Chairman Pisano 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 3 minutes.

Executive Session

Chairman Pisano calls for a **MOTION** 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, 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 _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

END CLOSED SESSION

Chairman Pisano calls for a **MOTION** to End Closed Session and Re-Open the Regular Meeting.

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____

ADJOURNMENT

ANNOUNCEMENT (by the Chairman):

The next Agenda/Regular Meeting of the B.R.S.A. is scheduled for Monday, March 21, 2016, 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 _____ P.M., Chairman Pisano calls for a **MOTION** to Adjourn the meeting.

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Khachaturian _____ Commissioner Sutton _____
Commissioner McMullen _____ Commissioner Vella _____
Commissioner Steiner _____ Chairman Pisano _____