



# BAYSHORE REGIONAL SEWERAGE AUTHORITY

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Robert C. Fischer  
EXECUTIVE DIRECTOR

## AGENDA FOR REGULAR MEETING MONDAY, MAY 22, 2017

At \_\_\_\_\_ P.M. on Monday, May 22, 2017 Chairwoman McMullen 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.**

Chairwoman McMullen 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.

Chairwoman McMullen requests a roll call of attendance:

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

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  
Michael Bart, BRSA Auditor  
Susan DuBey, Admin. Assistant

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Reports

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

- 2016 Audit Report – Presented by Michael Bart
- Disaster Recovery Update
- Matawan Force Main Emergency Repair

**2. Staff Engineer Report**

- Clarifier Repair Project
- West Keansburg Odor Control Project

- 3. **Consulting Engineer – R3M**
  - 6 Month Flow Report
  - Head Works Odor Control Project
- 4. **Superintendent’s Report**
  - Treatment Plant Performance
- 5. **Legal Report - Closed Session**
  - Personnel – Potential Litigation

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**MOTION (by Chairwoman McMullen) – to accept the Treasurers Report**

**6. TREASURER’S REPORT**

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

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

**7. Payment of Bills**

**MOTION (by Chairwoman McMullen) - for payment of the following:**

Operating Fund Req. No.P197 (Payroll)	\$ 276,537.33
Operating Fund Req. No.547 (Regular)	\$1,484,383.24
NJEIT Project Fund Req. #PF-23	\$ 151,991.03
NJEIT Project Fund II Req. # 02-09	\$ 162,596.47
Wire Transfer FEMA Funds to NJEIT #WT-17	\$ 163,891.51

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

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

**8. APPROVAL OF MINUTES**

**MOTION (by Chairwoman McMullen) - to approve the following Minutes:**

Regular Meeting of April 17, 2017  
 Closed Session Minutes of April 17, 2017

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

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

### Public Portion

**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.

### Resolutions

**1. RESOLUTION (60/17): To Adopt the 2016 Annual Audit Report as presented by Bart and Bart, CPAs, BRSA Auditors**

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

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

**2. RESOLUTION (61/17): To Execute the Local Finance Board Group Affidavit Form**

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

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

**3. RESOLUTION (62/17): To Accept the Three (3) Month Flow Report for Second Quarter – 2016/2017**

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

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

**4. RESOLUTION (63/17): To Award Change Order No. 2-Final, in the credit amount of (\$62,623.60) to Shorelands Construction, Inc. for Contract No. 71S, Restoration and Mitigation of Various Plant Buildings**

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

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

**5. RESOLUTION (64/17): To Approve Close-Out of the Project for Primary Clarifier 3 & 4 Rehabilitation, Contract No. 86**

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

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

**6. RESOLUTION (65/17): To Approve Camelot West at Marlboro, LLC Developer Agreement for Camelot West at Marlboro**

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

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

**7. RESOLUTION (66/17): To approve Sanitary Sewer Connection and Treatment Works Approval Application for Camelot West at Marlboro, LLC, Developer for Camelot West at Marlboro**

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

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

**8. RESOLUTION (67/17): Declaration of Emergency Condition and Ratifying of Emergency Contract**

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

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

**9. RESOLUTION (68/17): To Award Emergency Engineering Services Contract to R3m Engineering For Matawan Force Main Break**

OFFERED BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_  
ROLL CALL: Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner Pisano \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairwoman McMullen \_\_\_\_\_

**10. RESOLUTION (69/17): To Approve Sanitary Sewer Connection and Treatment Works Approval Application for Brian & Harry Muradi in Borough of Keyport**

OFFERED BY: Commissioner \_\_\_\_\_ SECONDED BY: Commissioner \_\_\_\_\_  
ROLL CALL: Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner Pisano \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairwoman McMullen \_\_\_\_\_

**Public Portion**

**ANNOUNCEMENT (by Chairwoman McMullen)** – 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 3 minutes.

**Executive Session**

**MOTION (by Chairwoman McMullen)** - 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 Pisano \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Steiner \_\_\_\_\_ Chairwoman McMullen \_\_\_\_\_

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

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

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

**11. RESOLUTION (70/17): To Grant Mathew Flett Regular Employment Status Effective May 13, 2017**

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

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

**12. RESOLUTION (71/17): To Grant William Trzeszkowski Regular Employment Status Effective May 13, 2017**

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

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

## **Adjournment**

### **ANNOUNCEMENT (by Chairwoman McMullen)**

The next Regular Meeting of the Bayshore Regional Sewerage Authority will be held on Monday, June 19, 2017. All meetings are held at 7:00 PM in the Administration Building at 100 Oak Street, Union Beach, NJ.

**MOTION (by Chairwoman McMullen) to adjourn the meeting @ \_\_\_\_\_ PM.**

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

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