



# BAYSHORE REGIONAL SEWERAGE AUTHORITY

100 Oak Street, Union Beach, NJ 07735  
732-739-1095 OFFICE 732-739-2459 FAX

Robert C. Fischer  
EXECUTIVE DIRECTOR

## AGENDA FOR REGULAR MEETING MONDAY, AUGUST 21, 2017

At \_\_\_\_\_ P.M. on Monday, August 21, 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  
Susan DuBey, Admin. Assistant

---

## REPORTS

1. **Executive Directors Report, BRSA Projects, Special Reports & Connection Applications**
  - Disaster Recovery Update
  - Dorr Oliver Analysis
  
2. **Staff Engineer Report**
  - Sludge Concentration Tank Rehabilitation
  - Interceptor Sewer Rehabilitation Project - Phase I – Update
  - Toll Brothers Bond Release – Reserve at Holmdel

- 3. **Consulting Engineer – R3M**
  - Headworks Odor Control Project Update
  - 3<sup>rd</sup> Quarter 2016/2017 Flow Report
- 4. **Superintendent’s Report**
  - Treatment Plant Performance
- 5. **Legal Report - Closed Session**
- 6. **Executive Session – Personnel**

\*\*\*\*\*

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

**TREASURER’S REPORT**

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

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

**PAYMENT OF BILLS**

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

Operating Fund Req. No.P200 (Payroll)	\$ 225,939.40
Operating Fund Req. No. 550 (Regular)	\$2,309,205.69
NJEIT Project Fund Req. #PF- 27	\$ 216,333.62
NJEIT Project Fund #2 Req. #12	\$ 136,429.89
Wire Transfer SAIL INTEREST to NJEIT #WT-19	\$ 28,642.56

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

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

**APPROVAL OF MINUTES**

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

**Regular Meeting of July 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 (86/17): To Accept the Three (3) Month Flow Report for Third Quarter – 2016/2017**

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

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

**2. RESOLUTION (87/17): To Solicit for Bids for Security Services for a Two (2) Year Period**

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

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

**3. RESOLUTION (88/17): To Authorize a Request for Proposals for Design and Bidding Services for the Sludge Concentration Tank Rehabilitation and Improvement Project**

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

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

**4. RESOLUTION (89/17): To Award Dorr Oliver Analysis to Hazen and Chavond Barry Engineers**

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

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

**5. RESOLUTION (90/17): To Secure Flood Insurance For the Authority Buildings Eligible For National Flood Insurance Program Coverage**

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

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

**6. RESOLUTION (91/17): To award Change Order No. 1, in the amount of \$22,542.30 to Metra Industries, Inc. for Contract No. 95, Interceptor Sewer Rehabilitation Project, Phase 1**

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

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

**7. RESOLUTION (92/17): To award Change Order No. 7, in the amount of \$275,031 to Stone Hill Contracting Company, Inc. for Contract No. 74-S, NIRO Incinerator Repairs & Mitigation**

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

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

**8. RESOLUTION (93/17): To release the Payment Bond and Lien for Toll NJ IX, L.P., Developer for Reserve @ Holmdel**

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

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

**9. RESOLUTION (94/17): To reduce the payment Bond for Toll Holmdel, LLC, Developer for Regency at Holmdel**

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

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

**10. RESOLUTION (95/17): To award Change Order No. 1, in the credit amount of \$12,040.21 to BR Welding, Inc. for Contract No. 96, Primary Clarifier 1 & 2 Rehabilitation**

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

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

**11. RESOLUTION (96/17): To Amend Resolution No 67/17 (to Account for Additional Work and Added Scope on the Matawan Force Main Emergency Repair) for Cruz Construction**

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

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

**12. RESOLUTION (97/17): To Amend Resolution No 68/17 (to Account for Additional Work and Added Scope on the Matawan Force Main Emergency Repair) for R3M Engineering**

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

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

**13. RESOLUTION (98/17): To Pay Accrued Interest on the Statewide Assistance Infrastructure Loan Program Note, Series 2015**

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 \_\_\_\_\_

**14. RESOLUTION (99/17): To approve the Payment of Accrued Days Owed to the Retired Purchasing Agent Michelle Izzo after 25 Years of Service**

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, September 18, 2017. All meetings are held at 7:00 PM in the Administration Building at 100 Oak Street, Union Beach, NJ.**

**MOTION (by Chair 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 \_\_\_\_\_