

**REGULAR MEETING**  
**MONDAY, AUGUST 19, 2019**

At \_\_\_\_\_ P.M., **Chairman Whalen** makes the following announcement:  
The Regular 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.

**Chairman Whalen** 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 Whalen** calls for a roll call of attendance:

**ROLL CALL:** Commissioner Cavanagh \_\_\_\_\_ Commissioner Russo \_\_\_\_\_  
Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Chairman Whalen \_\_\_\_\_

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

**Reports**

**1. Executive Directors Report**

- Disaster Recovery Update
- Presentation of Audit Report 2018 – Michael Bart, CPA of Bart & Bart
- Sustainable Energy Management (SEM)
- Renewal of NJUA JIF Membership

**2. Staff Engineer Report**

- Power Resiliency Project Design Award
- FEMA Coordination Contract Award
- Security Services Contract Award

**3. Consulting Engineer – R3M**

- 3<sup>rd</sup> Quarter Flow Report

**4. Superintendent's Report**

- Plant Report

**5. Executive Session**

- Personnel – Legal – Contract Negotiations

**6. TREASURER'S REPORT**

**Chairman Whalen** calls for a **MOTION** to approve the Treasurer's Report

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

**ROLL CALL:** Commissioner Cavanagh \_\_\_\_\_ Commissioner Russo \_\_\_\_\_  
 Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
 Commissioner McMullen \_\_\_\_\_ Chairman Whalen \_\_\_\_\_

**7. PAYMENT OF REQUISITIONS**

**Chairman Whalen** calls for a **MOTION** - to approve payment of bills listed on:

Operating Fund Req. No. 576 (Regular)	\$752,035.61
Payroll Account Req. No. P 224 (Payroll)	\$203,089.92
NJEIT Project Fund #2 Req. #PF-36	\$ 7,203.13

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

**ROLL CALL:** Commissioner Cavanagh \_\_\_\_\_ Commissioner Russo \_\_\_\_\_  
 Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
 Commissioner McMullen \_\_\_\_\_ Chairman Whalen \_\_\_\_\_

**8. APPROVAL OF MINUTES**

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

Agenda Meeting Minutes of July 15, 2019  
 Closed Session Minutes of July 15, 2019

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

**ROLL CALL:** Commissioner Cavanagh \_\_\_\_\_ Commissioner Russo \_\_\_\_\_  
 Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
 Commissioner McMullen \_\_\_\_\_ Chairman Whalen \_\_\_\_\_

**PUBLIC PORTION**

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

**RESOLUTIONS**

**1. RESOLUTION (92/19): To Adopt the 2018 Annual Audit Report as presented by Bart and Bart, CPAs, BRSA Auditors**

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

**ROLL CALL:** Commissioner Cavanagh \_\_\_\_\_ Commissioner Russo \_\_\_\_\_  
Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Chairman Whalen \_\_\_\_\_

**2. RESOLUTION (93/19): To Execute the Local Finance Board Group Affidavit Form**

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

**ROLL CALL:** Commissioner Cavanagh \_\_\_\_\_ Commissioner Russo \_\_\_\_\_  
Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Chairman Whalen \_\_\_\_\_

**3. RESOLUTION (94/19): To Re-Adopt TD Bank Resolution Authorizing New Commissioner for Payroll Account**

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

**ROLL CALL:** Commissioner Cavanagh \_\_\_\_\_ Commissioner Russo \_\_\_\_\_  
Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Chairman Whalen \_\_\_\_\_

**4. RESOLUTION (95/19): To Re-Adopt TD Bank Authorizing New Commissioner for Various Accounts**

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

**ROLL CALL:** Commissioner Cavanagh \_\_\_\_\_ Commissioner Russo \_\_\_\_\_  
Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Chairman Whalen \_\_\_\_\_

**5. RESOLUTION (96/19): To Re-Adopt Lakeland Bank Resolution Authorizing New Commissioner**

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

**ROLL CALL:** Commissioner Cavanagh \_\_\_\_\_ Commissioner Russo \_\_\_\_\_  
Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Chairman Whalen \_\_\_\_\_

**6. RESOLUTION (97/19): To Re-Adopt NJ Cash Management Authorizing New Commissioner**

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

**ROLL CALL:** Commissioner Cavanagh \_\_\_\_\_ Commissioner Russo \_\_\_\_\_  
Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Chairman Whalen \_\_\_\_\_

**7. RESOLUTION (98/19): To Accept the Nine (9) Month Flow Report for 2018/2019**

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

**ROLL CALL:** Commissioner Cavanagh \_\_\_\_\_ Commissioner Russo \_\_\_\_\_  
Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Chairman Whalen \_\_\_\_\_

**8. RESOLUTION (99/19): To Award the Security Services, C.113 to Wisdom Protective LLC, for a one-year period for an amount not to exceed \$53,564.72**

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

**ROLL CALL:** Commissioner Cavanagh \_\_\_\_\_ Commissioner Russo \_\_\_\_\_  
Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Chairman Whalen \_\_\_\_\_

**9. RESOLUTION (100/19): To Secure Flood Insurance for the Authority Buildings Eligible For National Flood Insurance Program Coverage**

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

**ROLL CALL:** Commissioner Cavanagh \_\_\_\_\_ Commissioner Russo \_\_\_\_\_  
Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Chairman Whalen \_\_\_\_\_

**10. RESOLUTION (101/19): To Acknowledge Commissioner Charles Steiner for His Years of Service**

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

**ROLL CALL:** Commissioner Cavanagh \_\_\_\_\_ Commissioner Russo \_\_\_\_\_  
Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Chairman Whalen \_\_\_\_\_

**11. RESOLUTION (102/19): To Adopt A Claimant Certification Policy for the Bayshore Regional Sewerage Authority**

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

**ROLL CALL:** Commissioner Cavanagh \_\_\_\_\_ Commissioner Russo \_\_\_\_\_  
Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Chairman Whalen \_\_\_\_\_

**12. RESOLUTION (103/19): To Execute Memorandum of Understanding with Monmouth County Bayshore Outfall Authority for Standby Power Resiliency Project**

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

**ROLL CALL:** Commissioner Cavanagh \_\_\_\_\_ Commissioner Russo \_\_\_\_\_  
Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Chairman Whalen \_\_\_\_\_

**13. RESOLUTION (104/19): To Approve Sewer Connection and TWA for Highview at Hazlet**

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

**ROLL CALL:** Commissioner Cavanagh \_\_\_\_\_ Commissioner Russo \_\_\_\_\_  
Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Chairman Whalen \_\_\_\_\_

**14. RESOLUTION (105/19): To Approve Highview Homes Developers Agreement for Highview at Hazlet**

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

**ROLL CALL:** Commissioner Cavanagh \_\_\_\_\_ Commissioner Russo \_\_\_\_\_  
Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Chairman Whalen \_\_\_\_\_

**15. RESOLUTION (106/19): To Award Design & Engineering Services for Power Resiliency Generation to HDR**

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

**ROLL CALL:** Commissioner Cavanagh \_\_\_\_\_ Commissioner Russo \_\_\_\_\_  
Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Chairman Whalen \_\_\_\_\_

**16. RESOLUTION (107/19): To Award Contract to Arcadis as FEMA Consultant for the Power Resiliency Generation Project**

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

**ROLL CALL:** Commissioner Cavanagh \_\_\_\_\_ Commissioner Russo \_\_\_\_\_  
Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Chairman Whalen \_\_\_\_\_

**17. RESOLUTION (108/19): To Continue Membership in the NJSEM and Execute a Contract for Natural Gas commodity with the Lowest Responsible Bidder**

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

**ROLL CALL:** Commissioner Cavanagh \_\_\_\_\_ Commissioner Russo \_\_\_\_\_  
Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Chairman Whalen \_\_\_\_\_

**18. RESOLUTION (109/19): To Renew Membership in the New Jersey Utility Authority Joint Insurance Fund**

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

**ROLL CALL:** Commissioner Cavanagh \_\_\_\_\_ Commissioner Russo \_\_\_\_\_  
Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Chairman Whalen \_\_\_\_\_

**PUBLIC PORTION**

**Chairman Whalen 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.

## EXECUTIVE SESSION

**Chairman Whalen** 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 Cavanagh \_\_\_\_\_ Commissioner Russo \_\_\_\_\_  
Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Chairman Whalen \_\_\_\_\_

## END CLOSED SESSION

**Chairman Whalen** calls for a **MOTION** to End Closed Session and Re-Open the Regular Meeting @ \_\_\_\_\_ P.M.

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

**ROLL CALL:** Commissioner Cavanagh \_\_\_\_\_ Commissioner Russo \_\_\_\_\_  
Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Chairman Whalen \_\_\_\_\_

### **19. RESOLUTION (110/19): To Approve the Payment of Accrued Days Owed to Chelsea Bray on Resignation of Employment**

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

**ROLL CALL:** Commissioner Cavanagh \_\_\_\_\_ Commissioner Russo \_\_\_\_\_  
Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Chairman Whalen \_\_\_\_\_

### **20. RESOLUTION (111/19): To Hire a New Laboratory Technician**

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

**ROLL CALL:** Commissioner Cavanagh \_\_\_\_\_ Commissioner Russo \_\_\_\_\_  
Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Chairman Whalen \_\_\_\_\_

**21. RESOLUTION (112/19): To Approve Salary Adjustments for Executive, Management, Supervisory and Office Personnel for 2019**

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

**ROLL CALL:** Commissioner Cavanagh \_\_\_\_\_ Commissioner Russo \_\_\_\_\_  
Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Chairman Whalen \_\_\_\_\_

**ADJOURNMENT**

**ANNOUNCEMENT (by Chairman Whalen):**

The next Regular Meeting of the B.R.S.A. is scheduled for Monday, September 16, 2019, 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 Whalen calls for a **MOTION** to Adjourn the meeting.

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

**ROLL CALL:** Commissioner Cavanagh \_\_\_\_\_ Commissioner Russo \_\_\_\_\_  
Commissioner Khachaturian \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Chairman Whalen \_\_\_\_\_