

**AGENDA FOR**  
**PUBLIC HEARING AND**  
**REGULAR MEETING**  
**MONDAY, DECEMBER 21, 2020**

At \_\_\_\_\_ P.M., **Chairman Khachaturian** makes the following announcement:

The 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.

The Public Hearing for 2021 Treatment Charges and Regular Meeting of December 21, 2020,  
The Regular Meeting of January 25, 2021 and  
The Reorganization/Regular Meeting of February 22, 2021

of the Bayshore Regional Sewerage Authority are being held remotely via Zoom web conferencing at 7PM and are being recorded due to the COVID-19 pandemic and are in compliance with the provisions of Executive Orders 103 and 104; the Open Public Meetings Act; and N.J.A.C. 5:39-1.1 to 1.7.

Topic: BRSA Public Meetings

Date and Time:

**Dec 21, 2020 07:00 PM – Public Hearing and Regular Meeting**

**Jan 25, 2021 07:00 PM -- Regular Meeting**

**Feb 22, 2021 07:00 PM – Reorganization and Regular Meeting**

Join Zoom Meeting:

<https://us02web.zoom.us/j/89554296216>

**Meeting ID: 895 5429 6216**

**Passcode: 648638**

Dial by your location

+1 267 831 0333 US (Philadelphia)

+1 646 518 9805 US (New York)

+1 646 876 9923 US (New York)

Find your local number: <https://us02web.zoom.us/j/89554296216>

Please be advised that the Zoom link, Meeting ID and Passcode for each meeting are the same.

During the public comment period, if you would like to make a public comment, please press the “Raise Hand” button on Zoom or dialing \*9 on your telephone keypad to raise your hand. A representative of the Authority will address you by name or by the last 4 digits of your telephone number to state your comment. The Authority will unmute your microphone. You must state your name and address prior to making a public comment. You may also mute and unmute yourself by pressing the microphone icon on Zoom or dialing \*6 on your telephone keypad. The Authority will not accept comments made through the “chat” feature available on Zoom remote meetings.

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

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

Also, In Attendance: Peter Canal, Executive Director  
Thomas Petti, P.E., Principal Engineer  
J. Michael Broyles, Superintendent  
John Napolitano, General Counsel  
Manuel Ponte, P.E., Consulting Engineer  
Michael Bart, CPA - BRSA Auditor  
Michelle Heaton, Financial Administrator  
Diane Ditizi, Stenographer

### **Public Hearing on 2021 User Charge**

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

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

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

**ANNOUNCEMENT** (by-Chairman Khachaturian) This portion of the meeting is the Public Hearing for the 2021 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 25, 2021 Authority Meeting.

### **PUBLIC PORTION**

**ANNOUNCEMENT** (by Chairman Khachaturian): This portion of the meeting is now open to the public for comments or questions related to the **User Charge and 2021 Budget ONLY**. As a courtesy to all, please be mindful of limiting your comments to 5 minutes.

## **RESOLUTION**

### **1. RESOLUTION (123/20): To Adopt the 2021 User Charge Schedule**

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

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

### **2. RESOLUTION (124/20): To Adopt the 2021 Annual and Capital Budget of the Authority**

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

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

At \_\_\_\_\_ P.M. Chairman Khachaturian 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 Cavanagh \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Russo \_\_\_\_\_ Chairman Khachaturian \_\_\_\_\_

## **Reports**

### **1. Executive Directors Report**

- COVID 19 Update
- Disaster Recovery Update
- Personnel

### **2. Principal Engineer Report**

- Award Contract 121-O Caustic Soda
- Award Change Order 2 Credit for Contract 106

### **3. Consulting Engineer – R3M**

- Report Update
- Force Main Evaluation & Testing – Phase II

### **4. Superintendent's Report**

- Plant Report

**5. Executive Session**

- Personnel – Legal, Personnel

**6. TREASURER’S REPORT**

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

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

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

**7. PAYMENT OF REQUISITIONS**

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

Operating Fund Req. No.592 (Regular)	\$697,727.04
Payroll Account Req. No. P240 (Payroll)	\$259,439.21
NJEIT Project Fund II Req. #PF-51	\$ 1,110.00
NJEIT Project Fund III Req. #PF-04	\$ 4,470.00

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

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

**8. APPROVAL OF MINUTES**

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

Agenda Meeting Minutes of November 16, 2020  
 Closed Session Minutes of November 16, 2020

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

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

**PUBLIC PORTION**

**ANNOUNCEMENT** (by Chairman Khachaturian): 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 (125/20): To Award Contract #121-O for Furnishing and Delivery of Caustic Soda to JCI Jones Chemical, Inc. for an amount not to exceed \$35,616.00.**

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

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

**4. RESOLUTION (126/20): To Authorize Advertisement for RFQ 2021-01 Generator #3 Controller Replacement**

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

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

**5. RESOLUTION (127/20): To Award Change Order No. 2, in the credit amount of \$81,673.67 to Spectraserv, Inc. for Contract 106, Sludge Concentration Tank Project.**

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

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

**6. RESOLUTION (128/20): To Authorize the Executive Director to Execute All Reasonable and Necessary Documents for the Authority's 457(b) Deferred Compensation Plan**

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

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

**7. RESOLUTION (129/20): To Approve Amendment #1 for a No-Cost Design Amendment & Time Extension to HDR Engineering, Inc. for the Power Resiliency Generation Project**

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

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

**PUBLIC PORTION**

**Chairman Khachaturian 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, please be mindful of limiting your comments to 5 minutes.

**EXECUTIVE SESSION**

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

## END CLOSED SESSION

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

## RESOLUTION

8. RESOLUTION (130/20): To Approve the Payment of Accrued Days Owed to Marc Schneider at Resignation of Employment

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

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

9. RESOLUTION (131/20): To Hire a New HR/Administrative Assistant

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

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

## ADJOURNMENT

### ANNOUNCEMENT (by Chairman Khachaturian):

The next B.R.S.A. Regular Meeting is scheduled for Monday, January 25, 2021, 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 Khachaturian calls for a **MOTION** to Adjourn the meeting.

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

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