

**AGENDA FOR**  
**REGULAR MEETING**  
**MONDAY, SEPTEMBER 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.

**Chairman Khachaturian** 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.

**Chairman Khachaturian** calls for a roll call via Zoom:

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

Also via Zoom:        John Napolitano, Esq.  
                              Manuel Ponte, P.E.  
                              Michael Bart, CPA  
                              Mark Tabakin, Esq.

In Attendance: Peter Canal, Executive Director  
                      J. Michael Broyles, Superintendent  
                      Thomas Petti, P.E., Principal Engineer  
                      Susan DuBey, Administrative Assistant

**Reports**

**1. Executive Directors Report**

- Coronavirus (Covid-19) -Update
- Disaster Recovery Update
- To Adopt the 2019 Annual Audit Report presented by Mike Bart
- Annual Budget Schedule

**2. Staff Engineer Report**

- Contract 112-Virginia Avenue Close-out
- Contract 119 - Replacement of Fuel Oil Tank #3Contract Awards
- Contract 113 -One (1) Year Extension for Security Services to Wisdom Protective Services

- RFQ 2020-03 - Replace Lab Office HVAC Unit Award

**3. Consulting Engineer – R3M**

- Force Main Condition Assessment Update
- Power Resiliency Generation Update

**4. Superintendent’s Report**

- Plant Performance

**5. Closed Session**

- Personnel
- Legal

**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 Russ \_\_\_\_\_ Chairman Khachaturian \_\_\_\_\_

**7. PAYMENT OF REQUISITIONS**

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

Operating Fund Req. No. 589 (Regular)	\$ 988,447.37
Payroll Account Req. No. P 237 (Payroll)	\$ 199,533.64
NJEIT Project Fund #2 Req. #PF-48	\$ 16,835.00
NJEIT Project Fund #3 Req. #PF-1	\$ 15,736.24

**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 August 17, 2020  
 Executive Session Minutes of August 17, 2020

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

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

## **PUBLIC PORTION VIA Zoom**

**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**

**1. RESOLUTION (96/20): To Approve Close-Out of Virginia Avenue Interceptor Sewer Rehabilitation, Contract 112**

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

**2. RESOLUTION (97/20): To Adopt the 2019 Annual Audit Report as presented by Bart and Bart, CPAs, BRSA Auditors**

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

**3. RESOLUTION (98/20): To Execute the Local Finance Board Group Affidavit Form**

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

**4. RESOLUTION (99/20): To Secure Flood Insurance for Authority Main Pump Station and Administration Buildings Eligible For National Flood Insurance Program Coverage**

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

**5. RESOLUTION (100/20): To Secure Flood Insurance for Authority Fire Water Pump Station and Laboratory Buildings Eligible For National Flood Insurance Program Coverage**

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

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

**6. RESOLUTION (101/20): To Award Contract 119, Replacement of Fuel Oil Tank #3 Project to \_\_\_\_\_ in the amount of \$ \_\_\_\_\_**

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

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

**7. RESOLUTION (102/20): To Award Continuing Engineering Services for Contract 119, Replacement of Fuel Oil Tank #3 Project to R3M Engineering, Inc., in the amount of \$41,497.00.**

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

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

**8. RESOLUTION (103/20): To Award a One (1) Year Extension for Contract 113-O for Security Services to Wisdom Protective Services, LLC in the amount of \$53,564.27**

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

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

**9. RESOLUTION (104/20): To Award Request for Quotation 2020-03 Lab Office HVAC Unit Replacement to WSR Technical Services Inc. in the amount of \$27,854.00.**

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

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

## **PUBLIC PORTION - VIA ZOOM**

**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**

**10. RESOLUTION (105/20): To Grant Austin Carroll Regular Employment Status Effective August 30, 2020**

**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 B.R.S.A. Regular Meeting is scheduled for Monday, October 19, 2020, 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 \_\_\_\_\_