



BAYSHORE REGIONAL SEWERAGE AUTHORITY

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Peter J. Canal
EXECUTIVE DIRECTOR

AGENDA FOR
PUBLIC HEARING AND
REGULAR MEETING
via Zoom
MONDAY, December 20, 2021

At _____ P.M., Chairman Sutton makes the following announcement:

The Public 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 and 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 Sutton 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.

Topic: BRSA Monthly Public Meeting Schedule

Time: Eastern Time (US and Canada)

Dec 20, 2021 07:00 PM	Public Hearing & Regular Meeting
Jan 24, 2022 07:00 PM	Regular Meeting
Feb 28, 2022 07:00 PM	Reorganization & Regular Meeting

Join Zoom Meeting: <https://us02web.zoom.us/j/86979686412>

Meeting ID: 869 7968 6412

Passcode: 435470

One tap mobile

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Please be advised that the Zoom link, Meeting ID and Passcode for each meeting are 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 Sutton calls for a roll call of attendance (via Zoom):

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Whalen _____
Commissioner McMullen _____ Chairman Sutton _____

Also, In Attendance: Mr. Peter Canal, Executive Director
Via Zoom J. Michael Broyles, Director of Operations
Thomas Petti, P.E., Principal Engineer
Roy Anderson, Superintendent
John Napolitano, General Counsel
Manuel Ponte, P.E., Consulting Engineer
Victoria DuDasko, HR/Admin. Assistant
Carlos Nunez, IT
Michael Bart, CPA- BRSA Auditor
Diane Ditizi, Stenographer

Public Hearing on 2022 User Charge

At _____ P.M., Chairman Sutton calls for a **MOTION** to Open the Public Hearing

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Whalen _____
Commissioner McMullen _____ Chairman Sutton _____

ANNOUNCEMENT (by Chairman Sutton) This portion of the meeting is the Public Hearing for the 2022 User Charge. John Napolitano, General Counsel for BRSA, will issue 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 24, 2022 Authority Meeting

PUBLIC PORTION

ANNOUNCEMENT (by Chairman Sutton): This portion of the meeting is now open to the public for comments or questions related to **User Charge and 2022 Budget only**. The public is reminded; only questions or comments specific to the scope of the User Charge Schedule and 2022 Authority Budget 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 (139/21): To Adopt the 2022 User Charge Schedule

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Whalen _____
Commissioner McMullen _____ Chairman Sutton _____

2. RESOLUTION (140/21): To Adopt the 2022 Annual and Capital Budget of the Authority

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Whalen _____
Commissioner McMullen _____ Chairman Sutton _____

At _____ P.M., Chairman Sutton 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 Russo _____
Commissioner Khachaturian _____ Commissioner Whalen _____
Commissioner McMullen _____ Chairman Sutton _____

Reports

BRSA Projects, Special Reports & Connection Applications

1. Executive Directors Report

- COVID-19 Policy Update
- Disaster Recovery Update
- Authorize Energy Agent Contract with Gabel Associates, Inc
- Personnel

2. Staff Engineer Report

- Consent to Proposed WQMP Amendment
- Approve Sewer Connection Application for Hindu American Temple
- Approve Sewer Connection Application for Thomas J. Knox
- Project Updates

3. Consulting Engineer – R3M

- Site Specific Odor Control Study Update
- Project Updates

4. Superintendent’s Report

- Plant Performance
- NIRO Incinerator Title V Operating Permit Renewal Update
- NJUA Joint Insurance Fund Loss Control Report
- IFCO Assessment Report and MACT Training for NIRO Incinerator

5. Legal Report - Closed Session

6. TREASURER’S REPORT

Chairman Sutton 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 Whalen _____
 Commissioner McMullen _____ Chairman Sutton _____

7. PAYMENT OF REQUISITIONS

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

Operating Fund Req. No. 604 (Regular)	\$ 693,212.26
Payroll Account Req. No.P252 (Payroll)	\$ 294,959.15
NJEIT Project Fund #II Req.#PF-59	\$ 3,122.50
NJEIT Project Fund #III Req.#PF3-16	\$ 4,220.50

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
 Commissioner Khachaturian _____ Commissioner Whalen _____
 Commissioner McMullen _____ Chairman Sutton _____

8. APPROVAL OF MINUTES

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

Agenda Meeting Minutes of November 15, 2021

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Whalen _____
Commissioner McMullen _____ Chairman Sutton _____

PUBLIC PORTION

ANNOUNCEMENT (by Chairman Sutton): 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 (141/21): To Authorize Advertisement for Public Bids on Contract No. 127-O, Furnishing & Delivering of Sodium Hypochlorite

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Whalen _____
Commissioner McMullen _____ Chairman Sutton _____

4. RESOLUTION (142/21): To Authorize Advertisement for Public Bids on Contract 129, Authority Structural Concrete Repairs

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Whalen _____
Commissioner McMullen _____ Chairman Sutton _____

5. RESOLUTION (143/21): To Authorize Advertisement for Public Bids on Contract No. 132-O, Furnishing & Delivering of Caustic Soda

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Whalen _____
Commissioner McMullen _____ Chairman Sutton _____

6. RESOLUTION (144/21): To Authorize Advertisement for Public Bids on Contract No. 133-O, Furnishing & Delivering of Bioixde

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Whalen _____
Commissioner McMullen _____ Chairman Sutton _____

7. RESOLUTION (145/21): To Authorize Advertisement for RFQ 2022-01 Administration Building & Main Pump Station HVAC Replacement

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Whalen _____
Commissioner McMullen _____ Chairman Sutton _____

8. RESOLUTION (146/21): To Authorize Advertisement for RFQ 2022-02 Furnish & Deliver Main Pump Station Flood Barriers

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Whalen _____
Commissioner McMullen _____ Chairman Sutton _____

9. RESOLUTION (147/21): To Authorize an Energy Agent Contract with Gabel Associates, Inc., and Authorizing the Executive Director to Award a Contract and/or Reject Bids in Response to the Request for Bids for Electric Generation Service Issued on Behalf of the New Jersey Sewerage and Municipal Utility Authority Electrical Supply Aggregation

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Whalen _____
Commissioner McMullen _____ Chairman Sutton _____

10. RESOLUTION (148/21): Consenting to Proposed Monmouth County Wastewater Management Plan Amendment

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Whalen _____
Commissioner McMullen _____ Chairman Sutton _____

11. RESOLUTION (149/21): To Purchase SCADA & Telemetry Equipment Through Participation in the PVSC North Jersey Wastewater Cooperative Pricing System to Neal System, Inc. of Newtown, PA in the amount of \$36,337.50.

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Whalen _____
Commissioner McMullen _____ Chairman Sutton _____

12. RESOLUTION (150/21): To Approve Sanitary Sewer Connection Application for the Hindu American Temple & Cultural Center, Developer of the Pole Barn #2 Food Service Building Project

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Whalen _____
Commissioner McMullen _____ Chairman Sutton _____

13. RESOLUTION (151/21): To Approve Sanitary Sewer Connection and Treatment Works Approval Application to Thomas J. Knox, Developer of 97 Aberdeen Road Major Subdivision

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Whalen _____
Commissioner McMullen _____ Chairman Sutton _____

14. RESOLUTION (152/21): To Award the Fire Alarm System Replacement Project Through Participation in the ESCNJ Cooperative Purchasing Agreement to Alarm & Communication Technologies, Inc. of Wharton, NJ in the amount of \$196,273.16.

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Whalen _____
Commissioner McMullen _____ Chairman Sutton _____

RESOLUTION (/21): (If Needed)

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Whalen _____
Commissioner McMullen _____ Chairman Sutton _____

PUBLIC PORTION – VIA ZOOM

Chairman Sutton 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 members of the public wishing to speak, please be mindful of limiting your comments to 5 minutes.

EXECUTIVE SESSION

Chairman Sutton 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 Whalen _____
Commissioner McMullen _____ Chairman Sutton _____

END CLOSED SESSION

Chairman Sutton 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 Whalen _____
Commissioner McMullen _____ Chairman Sutton _____

15. RESOLUTION (153/21): To Hire a New Plant Operator

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Whalen _____
Commissioner McMullen _____ Chairman Sutton _____

RESOLUTION (/21): (If needed)

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Whalen _____
Commissioner McMullen _____ Chairman Sutton _____

ADJOURMENT

ANNOUNCEMENT (by Chairman Sutton):

The next B.R.S.A. Public Hearing and Regular Meeting is scheduled for Monday, January 24, 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 Sutton calls for a **MOTION** to Adjourn the meeting.

OFFERED BY: Commissioner _____ **SECONDED BY:** Commissioner _____

ROLL CALL: Commissioner Cavanagh _____ Commissioner Russo _____
Commissioner Khachaturian _____ Commissioner Whalen _____
Commissioner McMullen _____ Chairman Sutton _____