



# BAYSHORE REGIONAL SEWERAGE AUTHORITY

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Peter J. Canal, *EXECUTIVE DIRECTOR*  
J. Michael Broyles, *DIRECTOR OF OPERATIONS*

## AGENDA FOR REGULAR MEETING via Zoom MONDAY, January 23, 2023

At \_\_\_\_\_ P.M., Chairman Cavanagh 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 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.

Join Zoom Meeting:

**Meeting ID: 825 9542 8520**

**Passcode: 860764**

Join Zoom Meeting:

<https://us02web.zoom.us/j/82595428520>

Dial by your location

+1 646 518 9805 US (New York)

+1 646 876 9923 US (New York)

+1 267 831 0333 US (Philadelphia)

Find your local number: <https://us02web.zoom.us/u/keEbcCjL0>

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 Cavanagh calls for a roll call of attendance (via Zoom):

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

Also, In Attendance: Mr. Peter Canal, Executive Director  
Via Zoom J. Michael Broyles, Director of Operations  
Thomas Petti, P.E., Principal Engineer  
John Napolitano, General Counsel  
Manuel Ponte, P.E., Consulting Engineer  
Victoria DuDasko, HR/Admin. Assistant  
Carlos Nunez, IT  
Chad Sprague, Regulatory Compliance Manager  
Roy Anderson, Superintendent  
Michael Bart, Authority Accountant, CPA

## Presentation

### **2021 Authority Audit Presentation by Michael Bart, CPA**

## Reports

#### **1. Executive Directors Report, BRSA Projects, Special Reports & Connection Applications**

- Adopt Authority 2021 Audit
- COVID-19 Update
- Disaster Recovery Update
- Approve list of Pre-Qualified Engineering Firms for Capital Improvement Projects
- Reorganization Meeting February 27, 2023

#### **2. Staff Engineer Report**

- Award 2023 Stack Test Proposal to CBE
- Award Annual Chemical Contracts
- Award RFQ 2023-01 Emergency Force Main Inventory to Raritan Group
- Project Updates

#### **3. Consulting Engineer – R3M**

- Accept First Quarter 2023/2023 Flow Report
- Project Updates

#### **4. Director of Operations Report**

- Plant Performance
- Continuous Emission Monitoring System (CEMS) Software Replacement

- CEMS Unit Annual Software Maintenance
- Plant Superintendent Update

**5. Legal Report - Closed Session**

**6. TREASURER’S REPORT**

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

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
 Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
 Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

**7. PAYMENT OF REQUISITIONS**

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

Operating Fund Req. No. 617 (Regular)	\$ 1,245,776.35
Payroll Account Req. No.P265 (Payroll)	\$ 303,924.09
NJEIT Project Fund #II Req.#PF-29	\$ 2,979.00
NJ IBank Debt Service Payment #DS-23	\$ 22,722.79
NJ IBank Debt Service Payment #DS-24	\$ 165,840.20
NJ IBank Debt Service Payment #DS-25	\$ 58,679.23

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
 Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
 Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

**8. APPROVAL OF MINUTES**

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

Agenda Meeting Minutes of December 19, 2022  
 Closed Session Minutes of December 19, 2022

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_

Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

## **PUBLIC PORTION**

**ANNOUNCEMENT (by Chairman Cavanagh):** This meeting is now open to the public for comments or questions related to the 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 (1/23): To Adopt the 2021 Annual Audit Report as presented by Bart and Bart, CPAs, BRSA Auditors**

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

2. **RESOLUTION (2/23): To Execute the Local Finance Board Group Affidavit Form.**

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

3. **RESOLUTION (3/23): To Accept the First Three (3) Month Flow Report for 2022/2023**

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

**4. RESOLUTION (4/23): To Award Trace Environmental Systems, Inc. the Data Acquisition software upgrade for the Continuous Emission Monitoring System**

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

**5. RESOLUTION (5/23): To Award Contract to Perform Annual Stack Test of NIRO Incinerator to Chavond-Barry Engineering Corp., in the amount of \$80,000.00**

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

**6. RESOLUTION (6/23): To Award Contract 23-001 Furnishing & Delivering of Sodium Hypochlorite for a One (1)-Year Period to Kuehne Chemical Co., Inc. of Kearny, NJ in the amount of \$457,600.00**

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

**7. RESOLUTION (7/23): To Award Contract 23-002 Furnishing & Delivering of Caustic Soda for a One (1)-Year Period, to Kuehne Chemical Co., Inc. of Kearny, NJ in the amount of \$50,575.00**

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

8. **RESOLUTION (8/23): To Award Contract 23-003 Furnishing & Delivering of Bioxide for a One (1)-Year Period, to Evoqua Water Technologies, LLC of Sarasota, FL in the amount of \$18,720.00**

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

9. **RESOLUTION (9/23): To Authorize Advertisement for Public Bids for Contract 23-004 Furnishing & Delivering of Polymer**

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

10. **RESOLUTION (10/23): To Award Request for Quotation 2023-01 Furnish & Deliver Emergency Force Main Repair Inventory to Raritan Group, Inc. in the amount of \$16,300.04.**

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

11. **RESOLUTION (11/23): To Approve a List of Pre-Qualified Engineering Firms for Capital Improvement Projects**

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

**12. RESOLUTION (12/23): To Authorize Advertisement for Public Bids on Contract 145, Interceptor Sewer Rehabilitation – Phase 4**

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

**RESOLUTION (/23): (If needed)**

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

**PUBLIC PORTION – VIA ZOOM**

**ANNOUNCEMENT (by Chairman Cavanagh):** 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 the 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 Cavanagh** 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 Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

## END CLOSED SESSION

**Chairman Cavanagh** 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 Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_

## ADJOURMENT

### ANNOUNCEMENT (by Chairman Cavanagh):

The next B.R.S.A. Regular Meeting and Reorganization Public Meeting is scheduled for Monday, February 27, 2023, 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 Cavanagh calls for a **MOTION** to Adjourn the meeting.

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

**ROLL CALL:** Commissioner Lauro \_\_\_\_\_ Commissioner Sutton \_\_\_\_\_  
Commissioner McMullen \_\_\_\_\_ Commissioner Whalen \_\_\_\_\_  
Commissioner Mioduszewski \_\_\_\_\_ Chairman Cavanagh \_\_\_\_\_