



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 THURSDAY, OCTOBER 19, 2023

At _____ P.M., Chairwoman McMullen 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:

<https://us02web.zoom.us/j/88944344251>

Meeting ID: 889 4434 4251

Passcode: 187423

One tap mobile

+16468769923,,88944344251#,,, *187423# US (New York)

+12678310333,,88944344251#,,, *187423# US (Philadelphia)

Dial by your location

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Find your local number: <https://us02web.zoom.us/u/kd1gsCer6s>

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.

Chairwoman McMullen 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.

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

ROLL CALL: Commissioner Cavanagh _____ Commissioner Sutton _____
Commissioner Lauro _____ Commissioner Whalen _____
Commissioner Mioduszewski _____ Chairwoman McMullen _____

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
Carlos Nunez-Rojas, IT
Roy Anderson, Superintendent
Chad Sprague, Regulatory Compliance Manager
Michael Bart, Authority Accountant, CPA
Raquel Dunn, Administrative Assistant/HR Representative

Presentations

- Presentation on Authority Annual Audit by Michael Bart, Bart & Bart CPAS
- Presentation on Authority Annual Budget by Peter Canal, Executive Director

Reports

BRSA Projects, Special Reports & Connection Applications

1. Executive Directors Report

- Administrative Update
- Disaster Recovery Update
- Authority Annual Budget
- Annual AEA/NJLM Conferences

2. Staff Engineer Report

- Approve one-year Sewer Connection extension for Les Zalewski, 97 Aberdeen Road
- Project Updates

3. Consulting Engineer – R3M

- Project Updates

4. Director of Operations Report

- Plant Performance
- Plant Superintendent Update
- Confined Space Rescue Agreement

5. Legal Report - Closed Session

6. TREASURER'S REPORT

Chairwoman McMullen calls for a **MOTION** to approve the Treasurer's Report

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

ROLL CALL: Commissioner Cavanagh _____ Commissioner Sutton _____
Commissioner Lauro _____ Commissioner Whalen _____
Commissioner Mioduszewski _____ Chairwoman McMullen _____

7. PAYMENT OF REQUISITIONS

Chairwoman McMullen calls for a **MOTION** to approve payment of bills listed on:

Operating Fund Req. No. 626 (Regular)	\$ 680,538.41
Payroll Account Req. No.P274 (Payroll)	\$ 226,789.16
NJIB Project Fund #III Req.#PF-38	\$ 6,601.50

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

ROLL CALL: Commissioner Cavanagh _____ Commissioner Sutton _____
Commissioner Lauro _____ Commissioner Whalen _____
Commissioner Mioduszewski _____ Chairwoman McMullen _____

8. APPROVAL OF MINUTES

Chairwoman McMullen calls for a **MOTION** to approve the following Minutes:

Meeting Minutes of September 18, 2023

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

ROLL CALL: Commissioner Cavanagh _____ Commissioner Sutton _____
Commissioner Lauro _____ Commissioner Whalen _____
Commissioner Mioduszewski _____ Chairwoman McMullen _____

PUBLIC PORTION

ANNOUNCEMENT (by Chairwoman McMullen): 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 (128/23): To Adopt the 2022 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 Lauro _____ Commissioner Whalen _____
Commissioner Mioduszewski _____ Chairwoman McMullen _____

- 2. RESOLUTION (129/23): To Execute the Local Finance Board Group Affidavit Form.**

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

ROLL CALL: Commissioner Cavanagh _____ Commissioner Sutton _____
Commissioner Lauro _____ Commissioner Whalen _____
Commissioner Mioduszewski _____ Chairwoman McMullen _____

3. RESOLUTION (130/23): 2024 AUTHORITY BUDGET RESOLUTION

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

ROLL CALL: Commissioner Cavanagh _____ Commissioner Sutton _____
Commissioner Lauro _____ Commissioner Whalen _____
Commissioner Mioduszewski _____ Chairwoman McMullen _____

4. RESOLUTION (131/23): To Approve a One (1)-Year Sanitary Sewer Connection & Treatment Works Approval Extension to Les Zalewski, Developer of 97 Aberdeen Road Major Subdivision

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

ROLL CALL: Commissioner Cavanagh _____ Commissioner Sutton _____
Commissioner Lauro _____ Commissioner Whalen _____
Commissioner Mioduszewski _____ Chairwoman McMullen _____

5. RESOLUTION (/23): (If needed)

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

ROLL CALL: Commissioner Cavanagh _____ Commissioner Sutton _____
Commissioner Lauro _____ Commissioner Whalen _____
Commissioner Mioduszewski _____ Chairwoman McMullen _____

PUBLIC PORTION – VIA ZOOM

ANNOUNCEMENT (by Chairwoman McMullen): 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

Chairwoman McMullen 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 Lauro _____ Commissioner Whalen _____
Commissioner Mioduszewski _____ Chairwoman McMullen _____

END CLOSED SESSION

Chairwoman McMullen 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 Lauro _____ Commissioner Whalen _____
Commissioner Mioduszewski _____ Chairwoman McMullen _____

1. RESOLUTION (132/23): To approve Salary Increase for Tiffany Cavallaro

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

ROLL CALL: Commissioner Cavanagh _____ Commissioner Sutton _____
Commissioner Lauro _____ Commissioner Whalen _____
Commissioner Mioduszewski _____ Chairwoman McMullen _____

2. RESOLUTION (/23): (If needed)

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

ROLL CALL: Commissioner Cavanagh _____ Commissioner Sutton _____
Commissioner Lauro _____ Commissioner Whalen _____
Commissioner Mioduszewski _____ Chairwoman McMullen _____

ADJOURMENT

ANNOUNCEMENT (by Chairwoman McMullen):

The next B.R.S.A. Regular Meeting is scheduled for Monday, November 13, 2023 at 7:00P.M. All meetings take place in the Administration Building of the Authority, located at 100 Oak Street, Union Beach, NJ 07735.

At _____ P.M., Chairwoman McMullen calls for a **MOTION** to Adjourn the meeting.

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

ROLL CALL: Commissioner Cavanagh _____ Commissioner Sutton _____
Commissioner Lauro _____ Commissioner Whalen _____
Commissioner Mioduszewski _____ Chairwoman McMullen _____