

The regular meeting of the Eatontown Sewerage Authority was held at 5:00 P.M. on October 11, 2022 in the Borough Hall, 47 Broad Street, Eatontown, New Jersey. The Chairman, Peter Berkley, called the meeting to order by making the following statement: "This is a regular meeting of the Eatontown Sewerage Authority made pursuant to Chapter 291 of the Public Meeting Act by declaring notice thereof at least 48 hours prior to this meeting to The Link News and to the Borough Clerk. Notice has also been posted in the public corridor of this Borough Hall and posted to the Authority website."

ROLL CALL

MEMBERS PRESENT: Peter Berkley
Kenneth East
Brian Charnick
Jeanna Migliaccio
Lori Flynn

ALSO PRESENT: Ted Lewis, Executive Director
Kevin O'Keeffe, Engineer
John Bonello, Attorney
Stephen Colville, Auditor
Herb Volner, Superintendent
Michelle Hu, Treasurer
Gloria Aderton, Assistant Treasurer
Chrystle Hernandez, Office Clerk

MEMBERS ABSENT: None

CITIZENS PRESENT: Wendy Shankin-Cohen, Dr. Harvey's President/CEO
Marie Limoges, Dr. Harvey's Director of Nutrition and Food Safety

APPROVAL OF MINUTES

Mr. Charnick moved to approve the minutes of the regular meeting held on September 13, 2022. The motion was seconded by Mr. East and adopted on a unanimous voice vote.

Mr. Berkley moved to present the 2021 audit at this point rather than waiting until the New Business portion of the meeting. There were no objections.

- **Presentation of 2021 Audit**

Mr. Colvell presented the 2021 audit, noting these highlights:

- The Authority had a healthy gain of \$1,131,000, driven largely in part by decreases in expenses and the payment of commercial connection fees.
- Overall, the books and records were in very good shape with minimal journal entries.

- **Resolution #2022-10-01: Group Affidavit for 2021 Audit**

Mr. Berkley offered a Resolution approving signing the Group Affidavit for the 2021 Audit for the Authority. The resolution was seconded by Mrs. Flynn and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Peter Berkley, Brian Charnick, Kenneth East, Jeanna Migliaccio, and Lori Flynn
 NEGATIVE: None
 ABSTENTION: None
 ABSENT: Jeanna Migliaccio (arrived shortly after vote)

- **Resolution #2022-10-02: Approving the 2021 Audit**

Mr. Berkley offered a Resolution approving the 2021 Audit for the Authority. The resolution was seconded by Mrs. Flynn and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Peter Berkley, Brian Charnick, Kenneth East, Jeanna Migliaccio, and Lori Flynn
 NEGATIVE: None
 ABSTENTION: None
 ABSENT: Jeanna Migliaccio (arrived shortly after vote)

- **Resolution #2022-10-04: Budget Amendment to include ESA's 5% of Annual Operating Appropriations to the Borough of Eatontown**

Mr. Berkley offered a Resolution approving the Budget Amendment to include ESA's 5% of Annual Operating Appropriations to the Borough of Eatontown. The resolution was seconded by Mr. East and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Peter Berkley, Brian Charnick, Kenneth East, Jeanna Migliaccio, and Lori Flynn
 NEGATIVE: None
 ABSTENTION: None
 ABSENT: None

REMARKS OF CITIZENS

Two representatives from Dr. Harvey's Dog Food, a business moving into 200 Industrial Way, are requesting a waiver for a grease interceptor. Their construction plans include a 3-bay sink which generally requires an accompanying grease interceptor but they state that the company does not do any cooking at the facility and there is no grease being generated. Mr. O'Keeffe has spoken with them and recommends that the Authority approve the waiver. The representatives will still need to submit an application to the Authority and, as part of the engineering review, Mr. O'Keeffe will note that a grease interceptor waiver has been granted and he will outline how if there are any future changes in the manufacturing process then they will need to return to re-apply for a waiver.

Resolution to authorize approving the grease interceptor waiver was offered by Mr. Charnick, seconded by Mrs. Flynn, and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Peter Berkley, Brian Charnick, Kenneth East, Jeanna Migliaccio, and Lori Flynn
 NEGATIVE: None
 ABSTENTION: None
 ABSENT: None

REPORTS OF COMMITTEES, MEMBERS, & ENGINEER

Engineering Committee

Mr. Berkley presented the Committee Report.

Executive Director's Report *

Mr. Lewis presented his report with the following addition:

- **T&M Associates Rate Increase Request**

Mr. Lewis noted that T&M has requested an increase in their rates, effective in 2023.

Superintendent's Report *

Mr. Volner presented his report with no additions.

Attorney's Report

Mr. Bonello has no new status updates to present.

Engineer's Report *

Mr. O'Keefe presented the Engineer's report with the following additions:

- **Old Orchard Pump Station**

Mr. O'Keefe spoke with the contractor in charge of building the Old Orchard Pump Station and noted that they are still experiencing delays in obtaining electrical components but hope to begin construction in the next several weeks.

- **Generator Upgrades at Deep Woods and Old Deal Pump Stations Bid Award**

Mr. O'Keefe has reviewed all the bids and recommends the contract be awarded to LaManna Electric, Inc., contingent upon approval by Mr. Bonello. T&M Associates has not worked with LaManna Electric in the past, however, as part of their due diligence they contacted a number of references all of whom spoke highly of the company and would recommend them.

Resolution to award contract to LaManna Electric, Inc., to replace the Diesel Generators with Natural Gas Generators at Deep Woods and Old Deal Pump Stations was offered by Mr. Berkley, seconded by Mrs. Flynn, and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Peter Berkley, Brian Charnick, Kenneth East, Jeanna Migliaccio, and Lori Flynn

NEGATIVE: None

ABSTENTION: None

ABSENT: None

- **Avenue of Memories Sewer Improvements (FMERA)**

Mr. Charnick asked about the information that is pending from the county and Mr. O'Keefe said that they are waiting for hydrologic analysis regarding the nearby stream and while he believed that information should be readily available, the county has not yet provided it.

PROGRESS OF PROJECTS

- **Old Orchard Pump Station Replacement**

Status as previously noted in Engineer's report.

UNFINISHED BUSINESS

- **Borough 2022 Capital Road Program**

The Borough has tabled their plans for the capital road program so this item can be removed from the agenda.

- **Asset Management Plan**

Status as noted in Engineer's report.

- **FMERA – Avenue of Memories Sewer Improvements**

Status as noted in Engineer's report.

- **Sun Eagle Golf Club Sewer Application**

Status as noted in Executive Director's report.

- **Proposal for 2023 Sewer Collection System Rehabilitation**

Mr. O'Keeffe submitted a quote for engineering services for this project which was more than the usual 10% of estimated project cost. Mr. Bonello asked him to try and reduce the cost in order to avoid the Authority having to solicit quotes for the work as it is higher than what would be expected.

NEW BUSINESS

- **Presentation of 2021 Audit**

Status as previously discussed during Auditor's presentation.

- **Resolution #2022-10-01: Group Affidavit for 2021 Audit**

Approved during Auditor's presentation.

- **Resolution #2022-10-02: Approving the 2021 Audit**

Approved during Auditor's presentation.

- **Resolution #2022-10-03: Awarding Contract for Old Deal Road and Deep Woods Pump Station Generator Upgrades to LaManna Electric, Inc.**

Status as previously discussed during Engineer's report.

- **Resolution #2022-10-04: Budget Amendment to Include ESA's 5% of Annual Operating Appropriations to the Borough of Eatontown**

Approved during Auditor's presentation.

- **Dr. Harvey's – Request a Waiver from Installation of a Grease Interceptor**

Approved during Remarks from Citizens.

BILLS

Resolution to authorize paying the bills in the amount of \$34,516.68 as submitted from the operating account in Kearny Bank was offered by Mr. Berkley, seconded by Mrs. Migliaccio, and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Peter Berkley, Brian Charnick, Kenneth East, Jeanna Migliaccio, and Lori Flynn

NEGATIVE: None

ABSTENTION: None

ABSENT: None

APPROVAL OF TRANSFERS FROM THE FOLLOWING ACCOUNTS

TD Revenue Trust to Kearny Bank Operating Account and Payroll Account:

(October 2022 Operating Expenses)	\$ 34,516.68
-----------------------------------	--------------

(November 2022 Salaries)	\$ 33,974.62
--------------------------	--------------

Total Transfers:	\$ 68,491.30
------------------	--------------

Resolution to authorize the monthly transfers from the TD Bank revenue trust account to Kearny Bank operating account to pay the bills in the amount of \$34,516.68, and to Kearny Bank payroll account for the payroll of November 2022 in the amount of \$33,974.62, was offered by Mr. Berkley, seconded by Mrs. Migliaccio, and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Peter Berkley, Brian Charnick, Kenneth East, Jeanna Migliaccio, and Lori Flynn

NEGATIVE: None

ABSTENTION: None

ABSENT: None

Resolution to authorize payments for capital improvements from the Kearny Bank operating account to T&M Associates in the amount of \$392.00 for work relating to Old Orchard Pump Station Replacement Contract Administration and Inspection, \$5,228.00 for work relating to Old Deal Road and Deep Woods pump upgrades, \$3,772.00 for work relating to the Asset Management Plan, and \$98.00 for Route 35 Emergency Sewer Replacement work was offered by Mr. Berkley, seconded by Mrs. Migliaccio, and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Peter Berkley, Brian Charnick, Kenneth East, Jeanna Migliaccio, and Lori Flynn

NEGATIVE: None

ABSTENTION: None

ABSENT: None

ADJOURNMENT

With no further business to address, Mrs. Migliaccio moved to adjourn the meeting at approximately 5:44 p.m.

Assistant Treasurer

**** All reports of Committees, Members & Engineer are available for the public to review in the Authority's office and can also be reviewed online.***