

The regular meeting of the Eatontown Sewerage Authority was held at 5:00 P.M. on November 8, 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

ALSO PRESENT: Ted Lewis, Executive Director
Kevin O’Keeffe, Engineer
Herb Volner, Superintendent
Michelle Hu, Treasurer
Gloria Aderton, Assistant Treasurer
Chrystle Hernandez, Office Clerk

MEMBERS ABSENT: Lori Flynn

CITIZENS PRESENT: None

APPROVAL OF MINUTES

Mr. East moved to approve the minutes of the regular meeting held on October 11, 2022. The motion was seconded by Mr. Charnick and adopted on a unanimous voice vote.

REPORTS OF COMMITTEES, MEMBERS, & ENGINEER

Executive Director’s Report *

Mr. Lewis presented his report with the following addition:

- **2023 Budget**

Mr. Charnick questioned how the \$96,660 credit on the Two Rivers bill was calculated and Mr. Lewis said that he would try to get additional information.

Superintendent’s Report *

Mr. Volner presented his report with no additions.

Engineer’s Report *

Mr. O’Keeffe presented the Engineer’s report with the following additions:

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

Mr. East asked for specifics regarding the out of scope work mentioned in the report and Mr. O’Keeffe explained that the multiple site plans worked through so far as well as all the coordination with and contacting of county representatives has resulted in an unanticipated overage of time and resources. Mr. O’Keeffe will be creating a change order to address these issues and while FMERA ultimately pays these expenses, the request goes through the Authority to FMERA.

PROGRESS OF PROJECTS

- **Old Orchard Pump Station Replacement**

Status as previously noted in Engineer’s report.

UNFINISHED BUSINESS

- **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**

Resolution to authorize the change in the cost of site inspections from \$47,000 to \$41,000 as ESA will provide on-site inspections rather than T&M 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, and Jeanna Migliaccio

NEGATIVE: None

ABSTENTION: None

ABSENT: Lori Flynn

NEW BUSINESS

- **Introduction of 2023 Budget**

Mr. Berkley took this opportunity to discuss a rate increase in order to provide a financial cushion for unanticipated large expenses. Mr. Charnick opposed an increase as the audit showed there was no need to increase rates. Mr. Berkley and Mr. Lewis noted that a small, reasonable, rate increase now would avoid a publicly unpalatable significant increase later. After additional discussion, it was agreed not to impose a rate increase at this time but that mid-2023 it should be brought up for further discussion.

Resolution to approve the 2023 budget as presented was offered by Mrs. Migliaccio, seconded by Mr. East, and adopted on the following roll call vote:

ROLL CALL

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

- **Resolution Approving 2023 Budget for State Review**

Resolution to approve the 2023 budget as presented was offered by Mrs. Migliaccio, seconded by Mr. East, and adopted on the following roll call vote:

ROLL CALL

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

- **Resolution #2022-11-01: Setting Forth Reasons for Delay in Approving 2023 Budget**

Resolution #2022-11-01, setting forth reasons for delay in approving the 2023 budget 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, and Jeanna Migliaccio
NEGATIVE: None
ABSTENTION: None
ABSENT: Lori Flynn

- **Resolution #2022-11-02: Central Jersey Health Insurance Fund Membership Renewal**

Resolution #2022-11-02, renewing the Authority's membership in the Central Jersey Health Insurance Fund was offered by Mr. Berkley, seconded by Mr. Charnick, and adopted on the following roll call vote:

ROLL CALL

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

- **Resolution #2022-11-03: Renewing Vac-Con Truck Agreement with the Borough of Eatontown from December 1, 2022, to November 30, 2024**

Resolution #2022-11-03, renewing the Vac-Con truck agreement with the Borough of Eatontown from December 1, 2022, to November 30, 2024 was offered by Mr. Berkley, seconded by Mr. East, and adopted on the following roll call vote:

ROLL CALL

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

ABSENT: Lori Flynn

- **Resolution #2022-11-04: Grant Approval of Sanitary Sewer Connection and Grease Interceptor to Fumiyama Sushi Restaurant, 315 Highway 35, Block 3801, Lot 21-22**

Resolution #2022-11-04, granting approval of sanitary sewer connection and grease interceptor to Fumiyama Sushi Restaurant, 315 Highway 35, Block 3801, Lot 21-22, was offered by Mr. Berkley, seconded by Mr. East, and adopted on the following roll call vote:

ROLL CALL

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

NEGATIVE: None

ABSTENTION: None

ABSENT: Lori Flynn

- **2022/2023 Elected Officials’ Training Seminars at the League of Municipalities Conference in Atlantic City**

The Authority receives a \$250 reduction in premiums for each board member who attends the training. Mr. East intends to take the training during the conference in Atlantic City while the other members will wait for the online version which should be available in a few months.

BILLS

Resolution to authorize paying the bills in the amount of \$758,690.18 as submitted from the operating account in Kearny Bank was offered by Mr. Berkley, seconded by Mr. Charnick, and adopted on the following roll call vote:

ROLL CALL

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

NEGATIVE: None

ABSTENTION: None

ABSENT: Lori Flynn

APPROVAL OF TRANSFERS FROM THE FOLLOWING ACCOUNTS

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

(November 2022 Operating Expenses)	\$ 758,690.18
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(December 2022 Salaries)	\$ 35,320.24
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Total Transfers:	\$ 794,010.42
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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 \$758,690.18, and to Kearny Bank payroll account for the payroll of December 2022 in the amount of \$35,320.24, 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, and Jeanna Migliaccio

NEGATIVE: None
ABSTENTION: None
ABSENT: Lori Flynn

Resolution to authorize payments for capital improvements from the Kearny Bank operating account to T&M Associates in the amount of \$4,153.00 for work relating to Old Orchard Pump Station Replacement Contract Administration and Inspection and \$6,818.00 for work relating to the Asset Management Plan and to Cleary Giacobbe Alfieri Jacobs LLC in the amount of \$1,170.00 for Old Orchard Pump Station Easements September 2022 legal fees and \$3,060.00 for Old Orchard Pump Easements October 2022 legal fees 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, and Jeanna Migliaccio
NEGATIVE: None
ABSTENTION: None
ABSENT: Lori Flynn

EXECUTIVE SESSION

A motion to go into Executive Session at 5:42 pm for the purpose of discussing personnel matters was offered by Mr. Berkley and adopted on a unanimous voice vote. No action was taken and upon completion, the Executive Session was closed.

ADJOURNMENT

With no further business to address, Mrs. Migliaccio moved to adjourn the meeting at approximately 5:46 pm.

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.***