

The regular meeting of the Eatontown Sewerage Authority was held at 5:00 P.M. on March 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  
Herman Redd

ALSO PRESENT: Ted Lewis, Executive Director  
Stephen Schreiber, Engineer  
John Bonello, Attorney  
Herb Volner, Superintendent  
Michelle Hu, Treasurer  
Gloria Aderton, Assistant Treasurer

MEMBERS ABSENT: Jeanna Migliaccio

CITIZENS PRESENT: None

## **APPROVAL OF MINUTES**

Mr. Charnick moved to approve the minutes of the reorganization meeting held on February 8, 2022. The motion was seconded by Mr. Redd and adopted on a unanimous voice vote. Mr. Charnick then moved to approve the minutes of the regular meeting held on February 8, 2022. The motion was seconded by Mr. Redd and adopted on a unanimous voice vote.

## **REPORTS OF COMMITTEES, MEMBERS, & ENGINEER**

### **Engineering Committee**

There was no committee report.

### **Executive Director's Report \***

Mr. Lewis presented the Executive Director's report with the following additions:

- **Emergency Repairs**

Mr. Lewis requested the Board's input on how the Authority should handle getting reimbursed for the emergency repair at Pine Brook Road from the contractor that damaged the force main while doing soil borings. Mr. Bonello suggested billing the contractor and, depending on their response, he can follow up with a letter if needed.

- **Sun Eagles Area**

A bill was sent to the developer for the overdue connection fees (approx. \$284,000) and Mr. Bonello will follow up with the developer's attorney. Mr. Bonello also requested a copy of the Borough's resolution approving the development as there should be some mention of the project requiring approval of the Authority. Again, there is concern that the developer will finish construction and not be able to obtain the Certificates of Occupancy required to sell the properties due to overdue sewer fees and will focus blame on the Authority. Mr. Lewis will follow up with the building department as well.

**Superintendent's Report \***

Mr. Volner presented his report with no additions.

**Attorney's Report**

There was no attorney's report.

**Engineer's Report \***

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

- **Route 35 Emergency Sanitary Sewer Replacement**

Mr. Volner took video of other pipes in the area of the collapsed pipe in order to proactively determine if any other sections are in need of repair. He provided the video to Mr. Schreiber who will review and make recommendations for lining or replacing sections as necessary.

Mr. Berkley mentioned that in years past the Authority had been proactively lining older sections of pipe and noted that this effort should be revived. He asked Mr. Schreiber to review the status of currently unlined pipes to see if several sections can be grouped together to create a potential project which could be put out to bid and would be able to take advantage of any volume discounts. Mr. Schreiber noted that the current cost and supply chain issues would make this an expensive endeavor right now but future lining projects could be planned for when costs come down.

**PROGRESS OF PROJECTS**

- **Old Orchard Pump Station Replacement**

Mr. Schreiber said that they are still reviewing shop drawings and that the pumps have been approved but, based on availability, construction isn't expected to begin until the summer.

**UNFINISHED BUSINESS**

- **Route 35 Emergency Sewer Replacement**

Status as discussed previously in Engineer's report.

- **Borough 2022 Capital Improvement Program – Sewer Rehabilitation**

Mr. Schreiber spoke to the Borough regarding making sewer rehabilitation part of planned street upgrades and repaving in order to consolidate effort and reduce costs. The Borough was amenable to the idea but there are no specifics at this time.

- **Miscellaneous Unfinished Business**

Mr. Charnick had some questions regarding other items which had been listed under Unfinished Business in the past but are no longer on the agenda. Most of the items had been tabled due to what was believed to be an impending takeover by the Borough which would have made the efforts redundant. Now that the Borough takeover appears to be less definite, Mr. Charnick suggested moving forward with these items again. A sampling was discussed:

Cybersecurity – Require an IT expert to meet the minimum threshold for reduction in insurance deductible; employee training to maintain security; off-site data backups. The Authority will consider moving ahead with these items regardless of the Borough takeover.

Asset Management Plan – Mr. Schreiber will distribute the quote created several years ago by Christine Ballard and also get more information on the Authority's existing GIS to determine a path forward.

## **NEW BUSINESS**

- **2021-2022 Elected Officials Risk Management Seminar Online Instructions – Course Due 5/1/22**

A reminder for the Board members to complete the training so the Authority can receive credit

## **BILLS**

***Resolution to authorize paying the bills in the amount of \$459,746.26 as submitted from the operating account in Kearny Bank was offered by Mr. Berkley, seconded by Mr. Redd, and adopted on the following roll call vote:***

### **ROLL CALL**

AFFIRMATIVE: Peter Berkley, Kenneth East, Brian Charnick, and Herman Redd

NEGATIVE: None

ABSTENTION: None

ABSENT: Jeanna Migliaccio

## **APPROVAL OF TRANSFERS FROM THE FOLLOWING ACCOUNTS**

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

(March 2022 Operating Expenses)	\$ 459,746.26
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(April 2022 Salaries)	\$ 33,974.62
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Total Transfers:	\$ 493,720.88
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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 \$459,746.26, and to Kearny Bank payroll account for the payroll of April 2022 in the amount of \$33,974.62, was offered by Mr. Charnick, seconded by Mr. Berkley, and adopted on the following roll call vote:***

ROLL CALL

AFFIRMATIVE: Peter Berkley, Kenneth East, Brian Charnick, and Herman Redd

NEGATIVE: None

ABSTENTION: None

ABSENT: Jeanna Migliaccio

***Resolution to authorize payments for capital improvements from the Kearny Bank operating account to T&M Associates in the amount of \$12,079.02 for work relating to Old Orchard Pump Station Replacement Contract Administration and Inspection was offered by Mr. Berkley, seconded by Mr. Charnick, and adopted on the following roll call vote:***

ROLL CALL

AFFIRMATIVE: Peter Berkley, Kenneth East, Brian Charnick, and Herman Redd

NEGATIVE: None

ABSTENTION: None

ABSENT: Jeanna Migliaccio

**ADJOURNMENT**

With no further business to address, Mr. Berkley moved to adjourn the meeting at approximately 5:34 p.m.

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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.***