

The regular meeting of the Eatontown Sewerage Authority was held at 5:00 P.M. on May 9, 2023, in the Borough Hall, 47 Broad Street, Eatontown, New Jersey. The Chairman, Jeanna Migliaccio, 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 Asbury Park Press 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: Jeanna Migliaccio  
Brian Charnick  
Kenneth East

MEMBERS ABSENT: Peter Berkley  
Lori Flynn

ALSO PRESENT: John Bonello, Attorney  
Stephen Schreiber, Engineer  
Ruchit Patel, Engineer  
Ted Lewis, Executive Director  
Herb Volner, Superintendent  
Michelle Hu, Treasurer  
Tina Zavalas, Assistant Treasurer  
Chrystle Hernandez, Office Clerk

ALSO ABSENT: None

CITIZENS PRESENT: None

## **APPROVAL OF MINUTES**

Mr. Charnick moved to approve the minutes of the regular meeting held on April 11, 2023, as submitted. The motion was seconded by Mr. East and adopted on a unanimous voice vote.

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

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

Mr. Lewis presented his report with no new additions.

### **Superintendent's Report \***

Mr. Volner presented the Superintendent's report with no additions.

### **Engineer's Report \***

Mr. East clarified that B & B Party Rentals will not be cooking onsite but need to install a grease trap because they will be cleaning dirty dishes.

## **PROGRESS OF PROJECTS**

- **Old Orchard Pump Station Replacement**

The Board approved the 5% of annual interest on unpaid compensation from April 13, 2021, in the amount of \$12,437.95.

## **UNFINISHED BUSINESS**

- **Asset Management Plan**

The Authority received the finalized Asset Management Plan from T&M Associates. Mr. East and Mr. Berkley will review.

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

Mr. Lewis informed the board that nothing was new since the last phone conversation. The Authority is still waiting on FMERA and Netflix to review the proposed site development plan.

- **Sun Eagles Golf Course**

Parshall Flume issue is still ongoing. Martelli Development Group has submitted an escrow check in the amount of \$39,011.49 to ESA in May 2023. T&M is waiting for a response from Martelli regarding the SCADA pack submission.

- **Wilson Avenue Sanitary Sewer Extension**

The board discussed and approved the Memorandum of Understanding. (See new business below)

- **Low Income Household Water and Sewer Assistance Program**

The Authority received a report from NJ Department of Community Affairs regarding Eatontown residents that have applied to the program. As of today, we have 5 total applied, 2 total approved and 3 pending approvals. When the ESA receives the checks from the State, they are to be applied to an approved account. The State does not want the checks to be returned.

## **NEW BUSINESS**

- **Memorandum of Understanding Between FMERA and ESA for the construction and installation of the Wilson Avenue Gravity Sewer Lines**

FMERA will pay for the cost of the project, including consulting design fees, permit costs and all construction costs. Mr. Lewis recommended the board to approve the MOU. T & M will perform the final inspection of this project.

***Based on Mr. Lewis' recommendation, Mr. Charnick offered a Resolution to approve the Memorandum of Understanding between FMERA and the ESA. The Resolution was seconded by Mr. East and adopted on the following roll call vote:***

### **ROLL CALL**

AFFIRMATIVE: Jeanna Migliaccio, Brian Charnick, and Kenneth East

NEGATIVE: None

ABSTENTION: None

ABSENT: Peter Berkley and Lori Flynn

- **308 Shark River Road**

The new owner is seeking reimbursement for an additional cost incurred due to their contractor connecting to sewer line because of the possibility of an incorrect mark out. Mr. Bonello suggests the Authority to Investigate and report back next month.

- **30 Kremer Ave**

The Authority received an anonymous report that this property is possibly illegally connected to sewer line. Mr. Lewis will send a letter to the homeowner about proper sewer connection and rules.

## **BILLS**

***Resolution to authorize paying the bills in the amount of \$67,916.50 as submitted from the operating account in Kearny Bank was offered by Mr. Charnick, seconded by Mr. East, and adopted on the following roll call vote:***

### **ROLL CALL**

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

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

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

(May 2023 Operating Expenses)	\$ 67,916.50
(June 2023 Salaries)	\$ 37,240.03

Total Transfers:	\$ 105,156.53
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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 \$67,916.50, and to Kearny Bank payroll account for the payroll of June 2023 in the amount of \$37,240.03, was offered by Mr. Charnick, seconded by Mr. East, and adopted on the following roll call vote:***

### **ROLL CALL**

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

***Resolution to authorize payments for capital improvements from the Kearny Bank operating account to T&M Associates in the amount of \$7,381.96 for work relating to Old Orchard Pump Station Replacement Contract Administration and Inspection, and \$3,006.00 for work relating to the Asset Management Plan, to TR Weniger Inc., in the amount of \$14,598.60 for Old Orchard Pump Station Replacement final Payment certificate #4, to Cleary Giacobbe Alfieri Jacobs, LLC in the amount of \$1,116.00 for work relating to Old Orchard PS Easements for March and April legal fees, to Stanley Jay Appraisal for additional service to Old***

***Orchard Pump Station in the amount of \$3,600.00 was offered by Mr. Charnick, seconded by Mr. East, and adopted on the following roll call vote:***

**ROLL CALL**

**AFFIRMATIVE:** Jeanna Migliaccio, Brian Charnick, and Kenneth East

**NEGATIVE:** None

**ABSTENTION:** None

**ABSENT:** Peter Berkley and Lori Flynn

**ADJOURNMENT**

With no further business to address, Mr. Charnick moved to adjourn the meeting at 5:33pm seconded by Mr. East.

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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.***