

The regular meeting of the Eatontown Sewerage Authority was held at 5:00 P.M. on August 13, 2024, in the Borough Hall, 47 Broad Street, Eatontown, New Jersey. The Chairman, Ken East, 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: Ken East
Peter Berkley
Greg Seitz
Jeanna Migliaccio
Lori Flynn

MEMBERS ABSENT: No One

ALSO PRESENT: Theodore Lewis, Executive Director
Chris Muccie, Superintendent
Ruchit Patel, Engineer
Michelle Hu, Treasurer
Tina Zavalas, Assistant Treasurer
Tina Cheng, Office Clerk
Dan Edgeworth, Maintenance
Lee Sherman, Maintenance

ALSO ABSENT: John Bonello, Attorney

CITIZENS PRESENT: No One

APPROVAL OF MINUTES

Mr. East moved to approve the minutes of the regular meeting held on September 10, 2024. The motion was seconded by Mr. Berkley.

REPORTS OF COMMITTEES, MEMBERS, & ENGINEER

Executive Director's Report *

Mr. Lewis presented his report with the following addition(s): Mr. Lewis stated that Liberty Point submitted their development agreement and included freezing connection fees and step rights. Mr. Lewis stated that the ESA does not freeze connection fees. Mr. Berkley stated he wanted to participate in the meeting with Mr. Bonello, Mr. Patel & Developer.

Superintendent's Report *

Mr. Muccie presented his report with the following addition(s): Mr. Muccie stated that they are in a trial period with the mission control boxes. They sent a representative to show them how to do it, it is to save money on pump stations. Dominos keeps failing their grease trap inspection, they will be fined. Mr. Muccie also mentioned that a lateral camera is needed for inspections they will investigate renting in the interim from

Home Depot. Mr. Muccie stated one pump at the Industrial pump station does not work and needs a replacement pump, additionally a pump at Lewis Street pump station is also broken and both need to be replaced to help with the overflow and back up.

Mr. Berkley offered a resolution to approve the purchase of two new pumps, one for Industrial Way Pump Station and one for Lewis Street pump station, the resolution was seconded by Mrs. Migliaccio, and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Ken East, Peter Berkley, Greg Seitz, Jeanna Migliaccio and Lori Flynn

NEGATIVE: None

ABSTENTION: None

ABSENT: None

Engineer's Report *

Mr. Ruchit Patel presented his report with the following addition(s): Mr. Patel stated Monmouth Square needs to replenish their escrow account.

PROGRESS OF PROJECTS

- **2023 Sewage Collection System Rehabilitation Phase 2**

Phase 1 construction is completed. The Board has approved Phase 2. T&M is working on getting bids.

UNFINISHED BUSINESS

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

The project is still on going.

- **Sun Eagles Golf Course**

Project still ongoing. Some connection fees have been paid in the amount of \$181,00.00 for their commercial site.

- **Confined Space Rescue Shared Service Agreement**

Mr. Berkley offered a resolution to approve the proposal of the annual fee in the amount of \$18,400.00 for 2024 with a 2.5% increase for 2025 and 2026 for the confined space agreement, seconded by Mr. East, and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Ken East, Peter Berkley, Jeanna Migliaccio and Lori Flynn

NEGATIVE: None

ABSTENTION: Greg Seitz

ABSENT: None

- **Old Orchard Pump Station Drainage Issue**

T&M to plan a site visit for dip in area to discuss with contractor, as there are draining issues and would potentially need the manhole to be raised and a new hatch.

- **Maintenance Garage Structural Inspection Proposal**

Mr. Berkley suggested aluminum tape could be used.

- **Garage Water Heater**

Mr. Berkley offered a motion to approve the quote for the 40-gallon quote and to assure it has warranty. It was seconded by Mrs. Migliaccio, and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Ken East, Peter Berkley, Greg Seitz, Jeanna Migliaccio and Lori Flynn
NEGATIVE: None
ABSTENTION: None
ABSENT: None

- **ESA Website**

Mr. Berkley offered a resolution to approve the quote in the amount \$6,375.00 for Habitat Visual to upgrade ESA website, seconded Mrs. Flynn, and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Ken East, Peter Berkley, Greg Seitz, Jeanna Migliaccio and Lori Flynn
NEGATIVE: None
ABSTENTION: None
ABSENT: None

- **Cybersecurity Awareness Training**

Mr. Massa set up on the ESA email accounts for those still needing to take the course.

- **ESA Emergency Response Contract (2024-2027)**

Current contracts are set to expire at the end of July 2024. Mr. Patel will contact Mr. Schreiber for previous contracts and bidding information.

Mr. Berkley offered a resolution to approve T&M's proposal and for T&M's engineering fee to not exceed \$17,100 for preparing contract, bid documents and contract administration/inspection, seconded Mrs. Flynn, and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Ken East, Peter Berkley, Greg Seitz, Jeanna Migliaccio and Lori Flynn
NEGATIVE: None
ABSTENTION: None

ABSENT: None

- **IT/Support-Upgrades & Maintenance**

The board proposed that this be moved for discussion to October's meeting.

- **Asset Management Plan**

Mr. Berkley will work with Mr. East to update in October.

NEW BUSINESS

- **Resolution Making Application to Local Finance for a Proposed Financing a Camera Truck**

Mr. Muccie will view a demo of a new camera truck. The camera truck will be included in the bond. Mr. Muccie stated that the current camera van has been repaired by borough DPW and is currently in working condition.

Mr. East offered a Resolution to submitting the application to the Local Finance Board for the proposed financing of the new camera truck in the amount of \$ 427,036.74. The resolution was seconded by Mr. Berkley and adopted by the following roll call vote.

ROLL CALL

AFFIRMATIVE: Ken East, Peter Berkley, Jeanna Migliaccio and Lori Flynn
NEGATIVE: None
ABSTENTION: Greg Seitz
ABSENT: None

- **Resolution #2024-09-01 Granting Approval for a Sanitary Sewer Connection and Grease Trap Interceptor to First Watch Restaurant**

Mr. East offered to approve the Resolution granting Approval for a Sanitary Sewer Connection and Grease Trap Interceptor to First Watch Restaurant. The resolution was seconded by Mr. Berkley and adopted by the following roll call vote.

ROLL CALL

AFFIRMATIVE: Ken East, Peter Berkley, Jeanna Migliaccio and Lori Flynn
NEGATIVE: None
ABSTENTION: Greg Seitz
ABSENT: None

- **ArcGIS Introduction- Rutgers NJAES Office of Continuing Professional Education**

Board moved to discuss at October meeting.

- **Employee Appreciation / Retirement Dinner -Ted Lewis**

10.16.24- Illiano's in Eatontown-1 Corbett Way at 5:00pm

- **CPR Class**

The office staff and three maintenance guys took class on 9.14.24 and now are certified.

- **Developer Agreement Between U.S. Home and ESA**

Mr. Lewis stated that they need to work out downstream improvements.

BILLS

Resolution to authorize paying the bills in the amount of \$ 472,371.82 as submitted from the operating account in Kearny Bank was offered by Mr. East, seconded by Mrs. Flynn, and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Ken East, Peter Berkley, Greg Seitz, 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:
(September 2024 Operating Expenses) \$ 432,159.50
(October 2024 Salaries) \$ 40,212.32
Total Transfers: \$ 472,371.82

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 \$ 432,159.50 and to Kearny Bank payroll account for the payroll of September 2024 in the amount of \$40,212.32 was offered by Mr. East, seconded by Mrs. Flynn, and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Ken East, Peter Berkley, Greg Seitz, Jeanna Migliaccio and Lori Flynn
NEGATIVE: None
ABSTENTION: None
ABSENT: None

EXECUTIVE SESSION

Mr. East stated that an executive session was needed to go over personnel matters. The Board went into executive session at 6:25pm. The executive session ended at 7:00pm.

Also note that the executive session was not recorded as in previous meetings as advised by counsel.

ADJOURNMENT

With no further business to address, Mr. East moved to adjourn the meeting at 7:05pm.


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.***