

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: Peter Berkley
Ken East
Jeanna Migliaccio
Lori Flynn

MEMBERS ABSENT:

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

CITIZENS PRESENT:

APPROVAL OF MINUTES

Mr. East moved to approve the minutes of the regular meeting held on August 13, 2024. The motion was seconded by Mr. Berkley. Abstained by Mrs. Flynn.

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 suggested that a camera system be put into the blind spots of the garage and truck bays.

Mrs. Migliaccio offered a motion to purchase security cameras but not to exceed \$1000, seconded by Mr. Berkley and adopted on the following roll call vote.

ROLL CALL

AFFIRMATIVE: Ken East, Peter Berkley, 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 1**

The 2023 sewer rehab project phase 1 bid was completed on August 11, 2024.

UNFINISHED BUSINESS

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

The project is still on going.

- **Sun Eagles Golf Course**

Project still ongoing.

- **Confined Space Rescue Shared Service Agreement**

Mr. Lewis is still waiting for a proposal.

- **New 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.

- **Old Orchard Pump Station**

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

- **Maintenance Garage Structural Inspection Proposal**

Mr. Berkley suggested Seismic tape could be used.

- **Garage Water Heater**

Both quotes have come in too high, and the board suggested it be tabled for next month's meeting for further discussion. Mrs. Migliaccio is to report back to the board to get this repaired.

- **Vendor Response Time**

The Board asked to have this item removed from the agenda, as this subject will be discussed for a future contract with a new vendor.

- **ESA Website**

Mr. Berkley suggested that this item is removed from the agenda next month.

- **RACO Alarm Boxes for 13 Pump Stations**

Mr. Muccie stated that he is to investigate other options and Mr. Berkley suggested these can also be an item for the bond.

- **Cybersecurity Awareness Training**

Mr. Massa to re-set up 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.

NEW BUSINESS

- **15 Willow Street**

The house backed up and ruined their wood floors, and the resident requested payment for the damage. Mr. Muccie stated that the homeowners' pipes are fully backed up due to wipes that are not flushable, that caused the back up. The board did not approve their request.

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

Mrs. Migliaccio is working with a new vendor with this proposal.

- **Proposal for Sewage Collection System Rehabilitation-Phase 2 (FY2024)**

T&M presented their proposal. The board discussed and approved.

Mr. East offered a Resolution to approve the proposal for total engineering design and inspection in the amount of \$ 52,400.00. The total can be reduced to \$46,100.00 if the authority will perform the site inspection. 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: None

ABSENT: None

- **Asset Management Plan**

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

BILLS

Resolution to authorize paying the bills in the amount of \$ 452,453.40 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, 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:

(August 2024 Operating Expenses) \$ 415,829.42

(September 2024 Salaries) \$ 36,623.98

Total Transfers: \$ 452,453.40

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 \$ 415,829.42 and to Kearny Bank payroll account for the payroll of September 2024 in the amount of \$36,623.98, was offered by Mr. East, seconded by Mrs. Flynn, and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Ken East, Peter Berkley, 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 National Water Main Co., in the amount of \$8,760.02 for work relating to Sewer Collection System Rehab Phase 1 payment certificate 1, was offered by Mr. East, seconded by Mrs. Flynn, and adopted on the following roll call vote:

ROLL CALL

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

EXECUTIVE SESSION

Mr. Berkley stated that an executive session was needed to go over personnel matters. The Board went into executive session at 6:15pm. The executive session ended at 6:50pm. Mr. Berkley offered a motion to hire a fourth person in the garage and seconded by Mrs. Flynn and voted upon.

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 7:00pm.


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.***