

Beachwood Sewerage Authority
January 15, 2013

01-03-13

Approval for the Delayed Adoption of the 2012 Budget.

Motion: Kobus

Second: Ernst

Abstain:

Roll call: Erickson, Klump, Kobus, Brown, and Ernst

01-04-13

Approval for the Adoption of the Beachwood Sewerage Authority 2012 Budget

Motion: Kobus

Second: Brown

Abstain:

Roll call: Erickson, Klump, Kobus, Brown, and Ernst

01-05-13

Approval for the Delayed Adoption of the 2013 Budget.

Motion: Brown

Second: Ernst

Abstain:

Roll call: Erickson, Klump, Kobus, Brown, and Ernst

01-06-13

Approval for the Adoption of the Beachwood Sewerage Authority 2013 Budget

Motion: Ernst

Second: Kobus

Abstain:

Roll call: Erickson, Klump, Kobus, Brown, and Ernst

01-07-13

Approval for Commissioner Allison Kobus to contract a website design company for the Beachwood Sewerage Authority not to exceed \$1,600.00 -

Motion: Ernst

Second: Klump

Abstain:

Roll call: Erickson, Klump, Kobus, Brown, and Ernst

CORRESPONDENCE:

Letter dated January 9, 2012 from Frank Baer regarding the replacement of the emergency generator for Cedar Street Station.

Mr. Baer explained information and Advisory FEMA flood maps. Chairman Erickson asked the BSA could still get flood insurance. Mr. Baer stated probably not, unless the pump station meets all the current elevation regulations. Mr. Baer added that it would be a good idea to replace all the manhole covers in the V10 zone with watertight lids to avoid infiltration. Mr. Bruno said there are approximately seven manholes in that area.

Letter received from the Beachwood Nursery School seeking permission to designate the Beachwood Sewerage Authority buildings as a shelter when a need arises for an emergency evacuation of the children. Commissioners all approved this request and Ms. Clayton will draft response letter.

REPORTS:

Frank: No report

Tom Kirchgessner: No report

Milly: No report

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Beverly: Asked members to review RFQ for Auditor that was received. Will advise members when JIF will hold it elected officials seminar for 2013.

Frank Baer: Reviewed FEMA Maps

Jim Gluck: Mr. Gluck will take care of updating the TRMUA Interlocal Agreement and resolution by our re-organization meeting; also draft a resolution to zero out the generator for disposal.

PUBLIC:

Chairman Erickson opens the meeting up to the public for questions and comments – **No Response.**

No further business. Motion was made to adjourn the meeting.

Motion: Ernst

Second: Allison

Absent:

Roll call: Erickson, Klump, Kobus, Brown, and Ernst

Meeting adjourned at 5:55 PM

Respectfully submitted


Robert Klump, Secretary

February 5, 2013

BEACHWOOD SEWERAGE AUTHORITY
REORGANIZATION MEETING

The **Reorganization Meeting** of the Beachwood Sewerage Authority was held at 5:00 P.M. at the Sewerage Authority Office. Salute to the Flag and the sunshine Law was read.

Notice of this meeting and of all other regularly scheduled meetings has been given in accordance with the "Open Public Meetings Act of 1975" by the following methods:

- (1) Notice has been posted on the bulletin board in the Borough Hall.
- (2) Notice has been filed in the office of the Borough Clerk.
- (3) Notice has been forwarded to the Asbury Park Press.
- (4) All individuals supplying a stamped self-addressed envelope will be given notice.

ROLL CALL

W. Erickson, Chairman
A. Kobus, Vice Chairman - **ABSENT**
R. Klump, Secretary
M. Brown, Treasurer
J. Ernst, Commissioner
F. Bruno, Field Maintenance Supervisor
T. Kirchgessner, Asst. Field Maintenance Supervisor
M. Tangen, Bookkeeper
B. Clayton, Senior Clerk
F. Baer, Jr., P.E., Engineer
J. Gluck, Attorney at Law

At this time, Chairman Erickson turned the meeting over to Secretary, R.Klump so he could ask for a nomination for Chairman.

Motion: M. Brown made a motion to nominate **W. Erickson as Chairman**.

Second: J. Ernst

Roll call: Erickson, Klump, Brown, and Ernst – ayes. Absent: Kobus

Commissioner Klump returned the meeting over to Chairman Erickson.

Chairman Erickson asked for a nomination for Vice Chairman.

Motion: M. Brown made the motion to nominate **A. Kobus as Vice Chairman**

Second: J. Ernst

Roll call: Erickson, Klump, Brown, and Ernst – ayes. Absent: Kobus

Chairman Erickson asked for a nomination for Treasurer.

Motion: R. Klump made a motion to nominate **M. Brown as Treasurer**.

Second: J. Ernst

Roll call: Erickson, Klump, Brown, and Ernst – ayes. Absent: Kobus

Chairman Erickson asked for a nomination for Secretary.

Motion: J. Ernst made the motion to nominate **R. Klump as Secretary**.

Second: M. Brown

Roll call: Erickson, Klump, Brown, and Ernst – ayes. Absent: Kobus

REORGANIZATION MEETING

FEBRUARY 5, 2013

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As required, by State Statute, proposals for qualified professionals – **Auditor** - advertised on January 4, 2013 in the Asbury Park Press. One sealed proposal was received and opened at 4 PM, January 14, 2013. Submitted proposals were from William E. Antonides & Company. After careful review, William E. Antonides & Company was appointed as the auditor for the Authority.

Chairman Erickson entertained a motion by consent for resolutions 02-08-13 thru 02-19-13 after members examined resolutions prior to meeting.

Motion by: J. Ernst

Second by: M. Brown

Roll call: Erickson, Klump, Brown, and Ernst - Ayes

Absent: Kobus

RESOLUTIONS:

02-08-13: Motion to appoint William E. Antonides of the firm **William E. Antonides & Company** as the auditor and to approve and sign contract.

Motion: A. Kobus

Second: R. Klump

Roll call: Erickson, Klump, Kobus, Brown, and Ernst – ayes.

02-09-13: Motion to appoint **Frank Baer, Jr., P.E. as the Engineer** and to approve and sign contract.

02-10-13: Motion to appoint the firm **GLUCKWALRATH LLP as Bond Counsel** and to approve and sign contract.

02-11-13: Motion to appoint **Conner Strong Companies, Inc.** as the Insurance Consultant and to approve and sign contract.

02-12-13: Motion to appoint **TD Bank as the Banking Depository** for the payroll account and operating fund as the paying agent for all Authority Notes and Bonds pursuant to various trustee accounts with said banking institution for the year.

02-13-13: Motion to appoint **Ocean First as the Banking Depository** for the payroll account and operating fund as the paying agent for all Authority Notes and Bonds pursuant to various trustee accounts with said banking institution for the year.

02-14-13: Motion to authorize that any three of the following are **Authorized Signatures** on checks of the Beachwood sewerage Authority:

**Walter Erickson – Robert Klump – Allison Kobus – Matthew Brown
– John Ernst - Milly Tangen – Beverly Clayton.**

02-15-13: Motion to approve the draft of the **Beachwood Sewerage Authority Cash Management Plan.**

02-16-13: Motion to appoint **Frank J. Baer, Jr., P.E. as Public Agency Compliance Officer** for the Beachwood Sewerage Authority.

02-17-13: Motion to approve the 2013 Beachwood Sewerage Authority Meeting Schedule.

REORGANIZATION MEETING

FEBRUARY 5, 2013

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02-18-13: It is recommended that we designate the **Asbury Park Press** to receive notices that are required by law to be advertised.

02-19-13: Motion to approve and sign the **Interlocal Service Agreement** between the **Toms River Municipal Utilities Authority and the Beachwood Sewerage Authority**.

Commissioners received a list of appointed Commissioners for 2012. Commissioner Robert Klump was re-appointed. Term is 02/01/2013 – 01/31/2018.

**Chairman Erickson opened the meeting to the public for question and comments.
No response from Public.**

No further business – Motion to adjourn the REORGANIZATION MEETING of 2013.

Motion: R. Klump Second: M. Brown

Roll call: Erickson, Klump, Brown, and Ernst – ayes.

Absent: Kobus

Meeting adjourned at **5:10 PM**

Respectfully submitted:

A handwritten signature in black ink, appearing to read "Robert Klump", written over a horizontal line.

Robert Klump, Secretary

February 19, 2013

BEACHWOOD SEWERAGE AUTHORITY

The regular meeting of the Beachwood Sewerage Authority was held at 5:00 P.M. at the Sewerage Authority Offices. Salute to the Flag and the sunshine Law was read.

Notice of this meeting and of all other regularly scheduled meetings has been given in accordance with the "Open Public Meetings Act of 1975" by the following methods:

- (1) Notice has been posted on the bulletin board in the Borough Hall.
- (2) Notice has been filed in the office of the Borough Clerk.
- (3) Notice has been forwarded to the Asbury Park Press.
- (4) All individuals supplying a stamped self-addressed envelope will receive notice.

ROLL CALL:

W. Erickson, Chairman
A. Kobus, Vice Chairman
R. Klump, Secretary
M. Brown, Treasurer
J. Ernst, Commissioner
F. Bruno, Asst. Field Maintenance Supervisor
T. Kirchgessner, Asst. Field Maintenance Supervisor
M. Tangen, Bookkeeper
B. Clayton, Senior Clerk
F. Baer, Jr., P.E., Engineer
J. Gluck, Attorney

Approval of minutes for the Regular Meeting held on January 15, 2013.

Motion: Klump Second: Brown Abstain:
Absent: Approved Erickson, Klump, Kobus, Brown, and Ernst

RESOLUTIONS:

02-20-13

Approval of Operating Fund Vouchers for \$283,449.47

Motion: Brown Second: Klump Abstain:
Absent: Roll call: Erickson, Klump, Kobus, Brown, and Ernst

02-21-13

Zero value miscellaneous equipment for disposal as listed: generator, flight pump, paravent oxygen tank sets, and air cub oxygen set up.

Motion: Klump Second: Brown Abstain:
Absent: Roll call: Erickson, Klump, Kobus, Brown, and Ernst

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At this time, Chairman Erickson opened the meeting to the public to address the letter written by resident, Beverly Carter of 104 Admiral Avenue requesting reimbursement for plumping work made on sewer line. (See - **PUBLIC** :)

RESOLUTIONS CONTINUED:

02-22-13

Approve the purchase of a new sewer line camera to include – RECEIVER SR 20 UTILITY LOCATOR, CS10 DIGITAL MONITOR W/ BATTERY CHARGER, AND KD325 SELF LEVELING SEESNAKE REEL in the quoted amount of \$12,872.20 from Ferguson Enterprises, Inc. Quotes are on file.

Motion: Kobus

Second: Ernst

Abstain:

Absent:

Roll call: Erickson, Klump, Kobus, Brown, and Ernst

02-23-13

To approve the 2012 Line Item Transfers presented by Bookkeeper, Milly Tangen.

Motion: Kobus

Second: Ernst

Abstain:

Absent:

Roll call: Erickson, Klump, Kobus, Brown, and Ernst

CORRESPONDENCE:

Transcripts of the BSA Public Hearing on rates and connection fees have been received from Cole Transcription Service. A copy went to James Gluck and original is on file in the office of the BSA.

Response letter to Beachwood Nursery School – Emergency Evacuation Shelter

OCUA 2012 METERED FLOW DATA REPORT TOTAL - 258.651 – increases of 2.177 gallons from same time last year 2011.

OCUA Certificate of 2013 Annual Charge – **Bulk Rate \$3,882.00 per million gallons** for an **Annual Charge of \$1,048,140.**

OCUA Deficiency Notification for 2012 Calendar Year – Results in a "**CREDIT**" amount due BSA for **\$43,866.60** - This credit will be deducted from the first installment due in 2013.

Letter from Frank Baer to Jim Oris listing repairs that need to be completed due to borough work done during a water main replacement.

Letter from Diana Giuliano of Habitat for Humanity pertaining to the sewer connection and service to Pine Beach (Blk 92, Lot 1), she is asking for costs savings on BSA sewer lateral and connection fees. **Note: 2013 fees total \$8,275.00 for installation.**
Ms. Clayton will send letter inviting Ms. Giuliano to attend the March meeting.

2012-2013 Elected Officials Training Seminars – BSA receives \$250.00 reduction for each commissioner who completes seminar. **Please inform Ms. Clayton which one you choose.** Note: Commissioners Ernst and Kobus stated they would do on-line.

1. Tuesday, March 26, 2013 @ 6 PM – Meet @ Pine Beach Borough Hall
2. Online Training – Follow instructions 1 thru 9 completely and print out certificate

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REPORTS:

Frank: Requested a purchase of a new sewer pipe camera to replace the out-dated one that is now broken. Commissioners agreed to purchase new camera.

Tom Kirchgessner: No report

Milly: Reported that she reviewed Employee Handbook, and will copy for Commissioners to review and approve for adoption.

Beverly: No report

Frank Baer: No report

Jim Gluck: No report

PUBLIC:

Chairman Erickson opens the meeting up to the public for questions and comments:
5:05 PM

Residents Beverly Carter and Costas Fabian of 104 Admiral Avenue, Beachwood attended this meeting to speak about the sewer line repairs they contracted with A.J. Perri Inc. Ms. Carter stood up to explain the events that happened. (See letter and photos for details).

Ms. Carter feels that since the blockage was finally determined to be roots at the BSA riser, the BSA should give monetary relief for the repair cost incurred.

Ms. Carter stated that she contracted A.J. Perri to snake her sewer line after a blockage. After the snake failed to clear the line, A.J. Perri sent a video crew to the site to "TV" the line. They reached a blockage at approximately 70 feet from the inspection point. AJ Perri concluded that the sewer pipe was broken or collapsed approximately 10' from property line (note: this location was marked with white flag) and it would need to be replaced. Although she (Ms. Carter) did stop by the BSA to ask for a mark out and to have a few questions answered, it was the BSA's interpretation that the problem was found by her plumber on her property. Commissioners and Ms. Carter continued to discuss accountability of this repair and tried to get facts as well as timeline to the facts as they happened. Ms. Carter stated that after AJ Perri excavated the line, it was found to be intact and not collapsed. The cause of the blockage was a buildup of roots in several locations including in the street and at the cleanout. The BSA field crew responded and cleared the blockage with a rotary cutting head. Ms. Carter reiterated that it was the roots that ultimately caused the back up and that this Authority should pay something towards the repair costs.

Attorney, James Gluck stated that the Commissioners have enough information and thanked Ms. Carter and Mr. Fabian for attending, adding that the Commissioners will

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discuss the issue further, make a determination as to reimbursement and will get back to them.

Beverly Carter and Costas Fabian left the meeting @ 5:55 PM

Motion to close the Public portion of the meeting and return to the Regular meeting was made by Commissioner Ernst; seconded by Commissioner Brown. All in favor – ayes.

No further business. Motion was made to adjourn the meeting.

Motion: Kobus

Second: Ernst

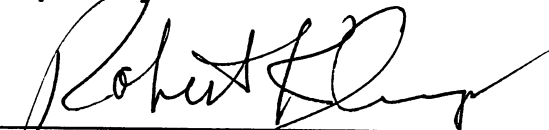
Abstain:

Absent:

Roll call: Erickson, Klump, Kobus, Brown, and Ernst

Meeting adjourned at 6:35 PM

Respectfully submitted



Robert Klump, Secretary

Beachwood Sewerage Authority

March 19, 2013

03-26-13

Approve the 2013 Line Item Transfers presented by Bookkeeper, Milly Tangen.

Motion: Klump

Second: Brown

Abstain:

Absent:

Roll call: Erickson, Klump, Kobus, Brown, and Ernst

03-27-13

Approval to purchase new pump for the Pinewald Pump Station not to exceed the amount of \$8,500.00 – CW Sales Corporation - quotes on file.

Motion: Klump

Second: Brown

Abstain:

Absent:

Roll call: Erickson, Klump, Kobus, Brown, and Ernst

03-28-13

Approve the repair and maintenance to the Pinewald Pump Station Generator by Forked River Diesel not to exceed \$1,588.00 - Quotes on file.

Motion: Ernst

Second: Kobus

Abstain:

Absent:

Roll call: Erickson, Klump, Kobus, Brown, and Ernst

CORRESPONDENCE:

Letter from residents: John & Mary Langan extending their gratitude to Frank and Tom for responding to their call on a sewer back up, adding that they were both professional and courteous. Letter was placed in employees file.

NJUA-JIF 2013 Election Executive Committee Alternate #4 – Fill out ballot and return to Ms. Clayton. None has been turned in as of April 10, 2013.

REPORTS:

Frank: Letter received from TRMUA stating they were happy to help BSA with the use of an emergency generator during our time of need and there would be no charge. Mr. Bruno asked that letters of thanks be sent to TRMUA, Bayshore Electric and Dover Oil. Pinewald generator needs repairs – quoted \$1,558.00 and will have it fixed, also Pinewald needs a new pump, and lowest quote was for \$8,055.00. Commissioner Ernst entertained a motion to not to exceed \$8,500.00 for the purchase of a new pump; seconded by Brown – See Resolution 03-27-13 above.

Tom Kirchgessner: Reported on new camera, stating they had sales rep give demo today. Images are clear and sharp. Contacted contractors for quotes on the shed at Cedar Street Pump Station. Beachwood Glass was the only one to call back to say he would be interested in siding and repairing shed.

Milly: Asked for resolution for line item transfers – Mr. Gluck will draft Resolution No. 03-26-13, also asked Mr. Gluck if he spoke to Ocean First regarding other accounts, he recommends that the Authority keep trust account at TD Bank at this time.

Beverly: 2012 tax lien bills mailed (796) – Outstanding account to date: 2013 (1208)

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2012 (584). Informed members that the BSA is required by Boro Ordinance to purchase and install a Knox Box within this year, also asked what members completed the JIF online class and if so to please hand in their certificates.

Frank Baer: No report

Jim Gluck: Informed members that the Cranberry Road Project has been sold to Tyler @ Beachwood, LLC. Mr. Gluck will send list of properties so that sewer connection and lateral fees can be paid.

At this time, Commissioner Klump made a motion to go into Executive Session; seconded by Brown - Potential Litigation.

Motion made by Commissioner Kobus to Re-Open the meeting; seconded by Commissioner Brown – all in favor.

As a result of Executive Session, the Commissioners agreed that the Beachwood Sewerage Authority would assume no responsibility for the sewer repair costs to resident, Beverly Carter & Costas Fabian and directed James Gluck to draft a letter of denial.

PUBLIC:

Chairman Erickson opened the meeting up to the public for questions and comments. In attendance were representatives from Habitat of Humanity, Diana Giuliani and Dick Read. They asked if the Authority would consider waiving the connection fee and allowing them to find a contractor to install the line and lateral. Engineer, Frank Baer explained what the job involves, from depth, length, and inspections. Attorney, James Gluck added that he would have to check statutes to see if we can waive fees. Ms. Giuiliano and Mr. Read thanked the members and left the meeting.

No further business. Motion was made to adjourn the meeting.

Motion: Klump

Second: Kobus

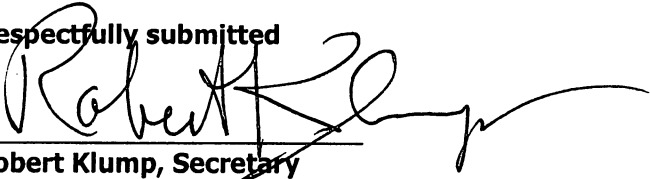
Abstain:

Absent:

Roll call: Erickson, Klump, Kobus, Brown, and Ernst

Meeting adjourned at 6:00 PM

Respectfully submitted


Robert Klump, Secretary