

January 21, 2014 – **MEETING CANCELED – NO MINUTES**

**MEETING CANCELED DUE TO SNOW AND ICE – CERTIFIED BILLS LIST WAS  
APPROVED FOR RESOLUTION # 01-01-14 "OPERATING FUND VOUCHERS"**

## **BEACHWOOD SEWERAGE AUTHORITY**

### **AGENDA**

### **SALUTE TO FLAG**

### **SUNSHINE LAW**

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 Hall.
- (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**

A. Kobus, Acting Chair  
R. Klump, Secretary  
M. Brown, Treasurer  
R. McNabb, 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

### **Approval of minutes for the Public Hearing Held on December 10, 2013**

Motion:	Second:	Abstain:
Absent:	Approved:	

### **Approval of minutes for the Regular Meeting held on December 10, 2013.**

Motion:	Second:	Abstain:
Absent:	Approved:	

### **RESOLUTIONS:**

#### **01-01-14: Approval of Operating Fund Vouchers in the amount of \$65,712.86**

Motion:	Second:	Abstain:
Absent:	Roll call:	

**APPROVED BY ALL COMMISSIONERS BY CERTIFIED BILLS LIST**

February 4, 2014

**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**

A. Kobus, Acting Chair  
R. Klump, Secretary  
M. Brown, Treasurer  
R. McNabb, Commissioner  
F. Bruno, Field Maintenance Supervisor -**ABSENT**  
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, Acting Chair, Allison Kobus turned the meeting over to Secretary, R. Klump to ask a nomination for Chairman.

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

Second: Klump

Roll call: Kobus, Klump, Brown, and McNabb – ayes.

Commissioner Klump returned the meeting over to Chairman Kobus.

Chairman Kobus asked for a nomination for Vice Chairman.

Motion: R. Klump made the motion to nominate **M. Brown as Vice Chairman**

Second: J. Ernst

Roll call: Kobus, Klump, and McNabb – ayes. Abstain: Brown

Chairman Erickson asked for a nomination for Treasurer.

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

Second: M. Brown

Roll call: Kobus, Klump, and Brown – ayes. Abstain: McNabb

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: Kobus, Klump, Brown, and McNabb – ayes.

**REORGANIZATION MEETING**  
**FEBRUARY 4, 2014**  
**PAGE 2**

**Chairman Kobus entertained a motion by consent for resolutions 02-02-14 thru 02-12-14 after members examined resolutions prior to meeting.**

**Motion by: R. Klump                      Second by: M. Brown**  
**Roll call: Kobus, Klump, Brown, and McNabb - Ayes**

**RESOLUTIONS:**

**02-02-14:** Motion to appoint **Frank Baer, Jr., P.E. as the Engineer** and to approve and sign contract.

**02-03-14:** Motion to appoint **Conner Strong Companies, Inc.** as the Insurance Consultant and to approve and sign contract.

**02-04-14:** Motion to appoint the firm **GLUCKWALRATH LLP as Bond Counsel** and to approve and sign contract.

**02-05-14:** Motion to appoint **TD Bank as the Banking Depository** for the Revenue Fund, General Fund, Bond Reserve Fund, Bond Service Fund and the Renewal and Replacement Fund as the paying agent for all Authority Notes and Bonds pursuant to various trustee accounts with said banking institution for the year.

**02-06-14:** 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.

**02-07-14:** Motion to authorize that any three of the following are **Authorized Signatures** on checks of the Beachwood sewerage Authority:

**Robert Klump – Allison Kobus – Matthew Brown**  
**Ronald McNabb - Milly Tangen – Beverly Clayton**

**02-08-14:** Motion to approve the draft of the **Beachwood Sewerage Authority Cash Management Plan.**

**02-09-14:** Motion to appoint **Frank J. Baer, Jr., P.E. as Public Agency Compliance Officer** for the Beachwood Sewerage Authority.

**02-10-14:** Motion to approve the **2014 Beachwood Sewerage Authority Meeting Schedule.**

**02-11-14:** It is recommended that we designate the **Asbury Park Press** to receive notices that are required by law to be advertised.

**REORGANIZATION MEETING**  
**FEBRUARY 4, 2014**  
**PAGE 3**

**02-12-14: 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 2014. Commissioner Matthew Brown was re-appointed. Term is 02/01/2014 – 01/31/2019.**

**Chairman Kobus opened the meeting to the public - No response from Public.**

**No further business – Motion to adjourn the REORGANIZATION MEETING of 2014.**

Motion: R. Klump                      Second: M. Brown

Roll call: Kobus, Klump, Brown, and McNabb – ayes.

Meeting adjourned at **5:10 PM**

**Respectfully submitted:**

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

**Robert Klump, Secretary**

February 18, 2014

## **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:**

A. Kobus, Chairman  
M. Brown, Vice Chairman - **ABSENT**  
R. Klump, Secretary  
R. McNabb, Treasurer  
                    , 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 December 10, 2013.**

Motion: Klump                      Second: McNabb                      Abstain:  
Absent: Brown                      Approved Kobus, Klump, and McNabb

**NOTE: On Tuesday, January 21, 2014, the Regular Meeting of the Beachwood Sewerage Authority was canceled due to snow and ice. All correspondence will be placed on this, the February 18 meeting for discussion. A Certified Bills Lists was signed and approved by all Commissioners.**

### **RESOLUTIONS:**

**02-13-14**

#### **Approval of Operating Fund Vouchers for \$263,795.92**

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

**Beachwood Sewerage Authority**  
**February 18, 2014**

**CORRESPONDENCE: JANUARY**

Pumping Services, Inc. - 2014 service quotation for the 24 Point Comprehensive Preventative Maintenance Program \$1,250.00 – *This is a yearly service program*

Letter from Diana Giuliano of Habitat for Humanity regarding Capstan Avenue rear dwelling in Pine Beach. *Frank Baer and Jim Gluck will review the Interlocal Agreement draft and copy BSA for review then submit for next meeting for approval.*

Letter from State of New Jersey DEP – Subject: Diesel vehicle inventory/cost estimate to retrofit now overdue. Mr. Bruno is taking care of this matter. *Mr. Bruno will call Hoover and follow up on verification that our VacTruck does not qualify for this retrofit.*

Beachwood Water Dept. Monthly Backwash Usage for 2013 – Grand total of gallons flush into our system are 10,039,500 x \$3,882.00 per million gallons = **\$38,974.00**

**CORRESPONDENCE: FEBRUARY**

Received from COLE TRANSCRIPTION the Transcript of Proceedings from the Public Hearing held on December 10, 2013. Original is on file and one copy given to Attorney, James Gluck.

OCUA 2013 Metered Flow Data report: 2013 total 264.704 million gallons. Note the gallon increase from 2012 of 6.053 gallons = \$23,486.10 more than last year.

OCUA – Certificate of 2014 Annual Charge of \$1,028,730. BSA Bulk rate of \$3,882.00 per million gallons.

OCUA - Deficiency Notification for 2013 Calendar Year with a "**Credit**" amount of **\$20,574.60** that will be deducted on the 2014 first installment. *It was noted that this credit is very low; normally we receive double or triple that amount.*

Copy of instructions for the MEL Online Training for Commissioners to complete online. *All members decided to do the online course and will copy BSA with certificate.*

NJUA JIF 2014 Contact Form – Fund Commissioner/Administrator, Safety Coordinator, and Risk Manager. *It was decided to hold this until next month.*

Letter dated February 11, 2014 from Frank Baer regarding Revenue Bonds, Series 2003 and the Trustee for the bonds as required.

**REPORTS:**

**Frank:** Mr. Bruno shared his concerns regarding the Cranberry Estates sewer system, adding that weekly they have to go to Maple Street and Sunset Road intersection to clean out the grease buildup in manhole, adding that the flow is slow and sluggish. He has serious concerns that there is "NO PITCH". Mr. Baer stated that pitch should be .33% and as more homes are sold and system is more active this should be enough pitch to have a normal flow. Plans were brought out only to find that pitch is in fact only .30% in this area. Mr. Baer added that this is not enough and BSA has not accepted this system to date. Bonding company will have to be involved.

**Beachwood Sewerage Authority**  
**February 18, 2014**

Chairman Kobus suggested drafting an advisory to the neighboring properties stating such as: no sump pumps, no grease products, etc. – Mr. Baer stated he would work on this.

Mr. Bruno stated that he was called by Pine Beach for help and when he responded they stated they contacted their contractor, Ocean Pipe Works. Mr. Bruno stated years ago, BSA would help Pine Beach out and in return, they would house our Jet-Vac. BSA garage was built back in 2003 and is seeking direction on sewer call outs to Pine Beach. Mr. Bruno was told to float the idea with the Pine Beach employee to pass on, also give him the prevailing wage/FEMA rate schedule and if they agree to pay, then we can respond.

**Tom Kirchgessner:** No report

**Milly:** No report

**Beverly:** NJUA-JIF on line training

**Frank Baer:** Discussed the encroachment of 101 Cedar Street and new owners Peter and Lisa Walsh, concerns regarding the Mayo Track Settlement/Lipton.

**Jim Gluck:** Reported that Dan Toth, who wants to do the right thing and settle this balance due for the back charges of the third unit, contacted him to discuss a settlement of \$2,000.00. Commissioners agreed only if paid in one sum. Mr. Gluck will contact Dan Toth on decision.

**PUBLIC:** No response

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

Motion: Klump

Second: McNabb

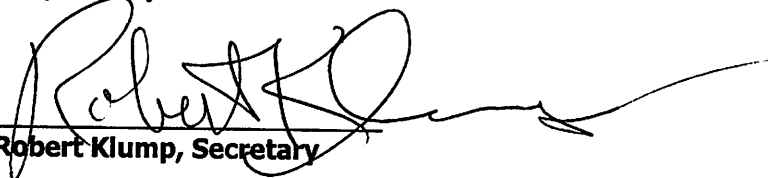
Abstain:

Absent:

Roll call: Kobus, Klump, and McNabb

**Meeting adjourned at 5:38 PM**

**Respectfully submitted**

  
Robert Klump, Secretary

**March 18, 2014**

**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:**

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

**Newly appointed Commissioner, John Risk was introduced and welcomed by all.**

**Approval of minutes for the Re-Organization Meeting held on February 4, 2014.**

Motion: Klump	Second: McNabb	Abstain: Risk
Absent:	Approved: Kobus, Klump, Brown, and McNabb	

**Approval of minutes for the Regular Meeting held on February 18, 2014.**

Motion: Brown	Second: Klump	Abstain: Risk
Absent:	Approved Kobus, Klump, Brown, and McNabb	

**RESOLUTIONS:**

**03-14-14**

**Approval of Operating Fund Vouchers for \$27,879.14**

Motion: Klump	Second: McNabb	Abstain:
Absent:	Roll call: Kobus, Klump, Brown, McNabb, and Risk	

**03-15-14**

**Beachwood Sewerage Authority**  
**March 18, 2014**

**Approval to appoint Dorothy S. Gallagher as Auditor and to approve and sign contract.**

Motion: Klump

Second: Brown

Abstain:

Absent:

Roll call: Kobus, Klump, Brown, McNabb, and Risk

**03-16-14**

**Approval to appoint William E. Antonides, Jr. as a Fee Accountant and to approve and sign contract.**

Motion: Kobus

Second: McNabb

Abstain:

Absent:

Roll call: Kobus, Klump, Brown, McNabb, and Risk

**CORRESPONDENCE:**

Letter dated February 21, 2014 from Municipal Clerk, Sue Minock stating the approval of the re-appointment of Matthew Brown and the appointment of John Risk to fill the unexpired term of Walter Erickson.

List of Commissioners

NJUA Joint Insurance Fund 2014 Contact Form: Fund Commissioner/Administrator, Allison Kobus, Safety Coordinator, Tom Kirchgessner and Mike Avalone the Risk Manager for the BSA.

Letter dated February 27, 2014 from Steven Kotzas representing Northern Ocean Habitat for Humanity. Mr. Kotzas is inquiring the proposed interlocal service agreement.

Letter dated March 13, 2014 from Steven Kotzas to Michael McKenna (Pine Beach Attorney) regarding the proposed Interlocal Shared Services Agreement prepared by James Gluck. Mr. Gluck added that Mr. Kotzas was provided the agreement and now it is up to Pine Beach council to draft a resolution for our review, then agreement can be approved.

Correspondence from Borough Engineer, Jim Oris of T&M Associates regarding Beachwood Beach Outfall Relocation Project. Frank Baer stated that this is only for our review to be certain that no sewer lines are within the projected construction area. Frank Baer will call T & M Assoc. to review a larger, clearer map.

Letter dated March 17, 2014 from James Gluck to Daniel Toth regarding back fees due for third unit. Mr. Gluck said we would have to wait to see if Mr. Toth sends a check.

**REPORTS:**

**Frank:** Concerns on call-outs from Pine Beach – Mr. Gluck will draft letter to Pine Beach regarding call-outs but in the meantime, Commissioners agreed that Frank and Tom could help only during regular work hours.

Mr. Bruno reported on a pump that went down, adding that this pump was purchased new only fourteen months ago for \$8,000 with a one year guarantee. Now, to have it repaired will cost \$4,000. Mr. Bruno stated he will try to contact the manufacturer to see what they say about the repair or perhaps they will cover certain parts on an extended warranty. Mr. Baer added that a pump fourteen months in use should not breakdown; they normally run for many years. Mr. Bruno gave some idea on costs to repair or purchase new, and how important it is to make a decision, due to the fact, that we cannot be without a backup pump. Commissioners agreed.

**Beachwood Sewerage Authority**  
**March 18, 2014**

**Chairwoman Kobus entertained for a motion to authorize to purchase a new 20hp pump not to exceed \$15,000.00 if the repair on pump does not work out. Motion made by: McNabb; seconded by; Kobus – All were in favor - ayes**

**Tom:** No report

**Milly:** Absent

**Beverly:** Reminded members that the JIF online class must be completed by the end of April 2014 for the Authority to receive the deduction/credit.

**Frank Baer:** Cranberry Estates sewer line to manhole (intersection of Sunset Road and Maple Street) needs to be monitored for grease accumulation in the manhole for which low flow may be causing the problem and video sewer line into development to identify if a low spot exists in the line, which could be the cause as well.

**Jim Gluck:** Encroachment @ 101 Cedar Street – stated that he would send letter to Mr. Lipton.

**PUBLIC:** No Response

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

Motion: Brown

Second: McNabb

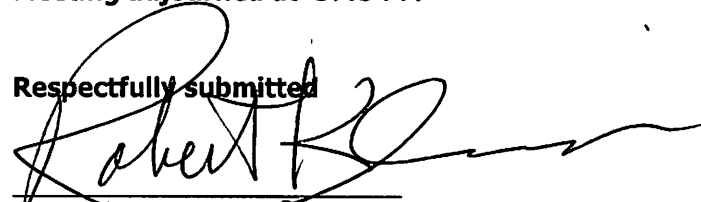
Abstain:

Absent:

Roll call: Kobus, Klump, Brown, McNabb, and Risk

**Meeting adjourned at 5:45 PM**

**Respectfully submitted**

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

**Robert Klump, Secretary**

**April 15, 2014**

## **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:**

A. Kobus, Chairman  
M. Brown, Vice Chairman  
R. Klump, Secretary  
R. McNabb, Treasurer  
J. Risk, 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 - **ABSENT**  
J. Gluck, Attorney

### **Approval of minutes for the Regular Meeting held on March 18, 2014.**

Motion: Klump	Second: McNabb	Abstain:
Absent:	Approved: Kobus, Klump, Brown, McNabb, and Risk	

### **RESOLUTIONS:**

#### **04-17-14**

#### **Approval of Operating Fund Vouchers for \$117,779.41**

Motion: Klump	Second: Brown	Abstain:
Absent:	Roll call: Kobus, Klump, Brown, McNabb, and Risk	

#### **04-18-14**

#### **Authorizing the execution of the Interlocal Shared Service Agreement between the Beachwood Sewerage Authority and the Borough of Pine Beach Signed this day of April 15, 2014.**

Motion: Kobus	Second: Brown	Abstain:
Absent:	Roll call: Kobus, Klump, Brown, McNabb, and Risk	

**Beachwood Sewerage Authority**  
**April 15, 2014**

**CORRESPONDENCE:**

Beachwood Water Department 1st quarter Backwash Usage Report 2014 – 1,989,800 gallons x \$3,882.00 = **\$7,724.40 cost to the BSA**

Applications for Summer Helper – Chairwoman Kobus entertained for a motion to enter into Executive Session to discuss process. Motion made by McNabb; seconded by Brown, all in favor.

Commissioners re-entered into the Regular Meeting by a motion made by McNabb; seconded by Klump. All were in favor.

***As a result of Executive Session, a committee will be form to review applications. The appointed committee will be Commissioners, Bob Klump and John Risk and Field Supervisor, Frank Bruno. They will meet with applicants and make a recommendation to hire at the May meeting.***

Email from Frank Baer stating that Frank Bruno need to schedule a TV inspection of the **main lines** at the Cranberry Triangle, before he can suggest corrective action.

***Mr. Bruno will report on the outcome at the next meeting.***

**REPORTS:**

**Frank:** Reported that pump is under warranty and the manufacturer is repairing pump. Mr. Gluck will draft a letter to Pumping Services to point out that the BSA has a contract with them and they must provide services and work along with the BSA.

**Tom Kirchgessner:** Replaced ten laterals this month

**Milly:** Ocean First signature cards have all been signed.

**Beverly:** 750 Tax Lien Sale Notices for delinquent 2013 bills has been mailed. Response is slow – Tax Lien Sale is scheduled for November.

**Frank Baer: ABSENT**

**Jim Gluck:** Stated he will reach out again to Mr. Dan Toth by phone call, then letter. Mr. Toth agreed earlier to pay the \$2,000, but BSA has not heard from him. Also, Mr. Gluck will draft letter to the new owners regarding encroachment @ 101 Cedar Street.

**PUBLIC:**

Chairman Kobus opens the meeting up to the public for questions and comments. **No response.**

**Beachwood Sewerage Authority**  
**April 15, 2014**

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

Motion: Klump

Second: McNabb

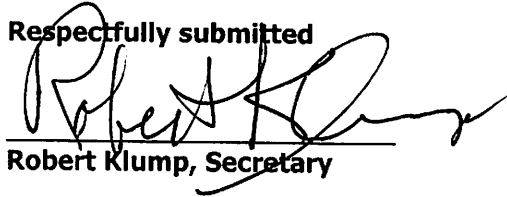
Abstain:

Absent:

Roll call: Kobus, Klump, Brown, McNabb, and Risk

**Meeting adjourned at 5:36 PM**

**Respectfully submitted**

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

**Robert Klump, Secretary**

May 20, 2014

## **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:**

A. Kobus, Chairman  
M. Brown, Vice Chairman  
R. Klump, Secretary  
R. McNabb, Treasurer  
J. Risk, 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 April 15, 2014.**

Motion: Brown                      Second: Risk                      Abstain:  
Absent:                                  Approved Kobus, Klump, Brown, McNabb, and Risk

### **RESOLUTIONS:**

**05-19-14**

#### **Approval of Operating Fund Vouchers for \$317,553.27**

Motion: Klump                      Second: McNabb                      Abstain:  
Absent:                                  Roll call: Kobus, Klump, Brown, McNabb, and Risk

**Beachwood Sewerage Authority**  
**May 20, 2014**

**CORRESPONDENCE:**

**OCUA 2014 METERED FLOW DATA REPORT** for 1<sup>st</sup> quarter Jan, Feb, and March 62.812 gallons. Totals show decrease of 1.829 million gallons from same quarter in 2013 with totals 64.641 – (\$3,882. X 1.829 = **\$7,100.18 decrease in usage from same period last year**)

On-line instructions for BSA Commissioners to file their 2014 Financial Disclosure Statements.

***All Commissioners stated that they would file on-line.***

Copy of check for \$1,000 from Daniel Toth of 223 Mermaid Avenue, which is only half of the agreed payment of \$2,000. See copy of letter sent by James Gluck on March 17, 2014.

***After discussion, it was agreed to abdicate the initial offer made to Mr. Toth, as he did not pay in full within the 30 days from 03/17/14. James Gluck will draft another letter stating the full amount of 2,464.00 is due within 30 days before interest begins and possible tax lien sale. Motion: Klump, second: McNabb – All in favor – ayes.***

Letter from Saint Paul Lutheran Church asking for reimbursement for a sewer overflow in the basement of 145 Anchor Avenue. The cost for remediation is \$2,112.12. Frank Bruno will report on this.

***Mr. Bruno explained the call from plumber, Dave Wienkie on 03/10/14. Dave asked if BSA could come out and snake line to locate blockage. Frank and Tom went to location and snaked lateral to find blockage at the bottom of riser. Cleared, and told Dave to dig it up. Then on 04/28/14 letter from church arrives asking for reimbursement for sewer back up in basement. Members stated that Mr. Bruno writes up a detailed report on this and James Gluck suggested we notify our insurance company.***

East Coast Engineering, Inc. submitted plans for sewer extension for block 2.10, lots 4 & 5 on Tiller Avenue to be reviewed by engineer, Frank Baer.

***Mr. Baer advised members that he would review plans and contact East Coast on a cost estimate for the sewer line installation down the street and laterals to both properties.***

Received a letter of resignation from Robert W. Klump stating that June 17, 2014 will be his last meeting as he and his wife are moving to Maryland. Bob has served the BSA for 21 years and will be missed by all of us.

**REPORTS:**

**Frank:** Reported a call out from resident, Ms. Guthneck of 719 Forepeak Ave asking to have her line checked due to yearly backups that she would have a plumber clear. Then she called BSA a few times to cancel the service as she was in process of selling her home. Members told Mr. Bruno to file a full report, but do not go onto property.

**Tom Kirchgessner:** Fire prevention inspector stopped by and tested all cylinders. He examined our inventory, it resulted in six-needed repair, and one was replaced.

**Beachwood Sewerage Authority**  
**May 20, 2014**

**Milly:** Audit by William Antonides should begin soon. Discuss payroll checks – it was suggested to have payroll checks require only two signatures, direct deposit, or payroll service.

**Beverly:** No report

**Frank Baer:** Resident, Donna Sarcinello of 1036 Pinewald Road is interested in hooking into the public sewer system. Mr. Baer stated that he met with her to discuss the whole job and her responsibilities; plumbing, permits, filling in septic tanks, inspections, etc. and he will present her with a proposal of \$15,050.00 and invite her to a meeting to discuss this further. Next, the manhole at entrance to Cranberry Estates needs to have the entire bench chipped out to correct problem and suggests BSA call Kiely to do the job. Cost estimate is approximately between \$8,000 and \$12,000 and this should be done by end of summer.

**James Gluck:** Inquired if Pumping Services are working out, Mr. Bruno responded all is well the pump is being repaired and inspection completed. Mr. Gluck briefly discussed the encroachment of 101 Cedar Street and will bring this topic back next meeting.

**PUBLIC:**

Chairman Kobus opened the meeting to the public for questions and comments. **No response.**

**No further business, a motion was made to adjourn the meeting.**

Motion: Brown

Second: Klump

Abstain:

Absent:

Roll call: Kobus, Klump, Brown, McNabb, and Risk

**Meeting adjourned at 6:53 PM**

**Respectfully submitted**

A handwritten signature in black ink, appearing to read 'Robert Klump', with a long horizontal flourish extending to the right.

**Robert Klump, Secretary**

June 03, 2014

BEACHWOOD SEWERAGE AUTHORITY  
SPECIAL MEETING

The Special Meeting of the Beachwood Sewerage Authority was held at 5:00 PM at the Sewerage Authority Offices. Salute to the Flag and the Sunshine Law was read.

Notice of this Special Meeting 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 Hall.
- (3) Notice has been forwarded to the Ocean County Observer.
- (4) All Individuals supplying a stamped self-addressed envelope will be given notice.

ROLL CALL

A. Kobus, Chairman  
M. Brown, Vice Chairman  
R. Klump, Secretary  
R. McNabb, Treasurer  
J. Risk, Commissioner  
F. Bruno, Field Maintenance Supervisor  
T. Kirchgessner, Asst. Field Maintenance Supervisor  
M. Tangen, Bookkeeper – **Not in attendance**  
B. Clayton, Senior Clerk  
F. Baer, Jr., P.E., Engineer – **Not in attendance**  
J. Gluck, Attorney at Law

List of applicants for the seasonal position of "Summer Helper" for the Beachwood Sewerage Authority to call back for interviews:

- 1) Nicholas Izzo
- 2) Francis Sheldrick
- 3) Sal Montalto

It was suggested that Tom Kirchgessner call the candidates and schedule interviews for Thursday along with Commissioners, John Risk, and Bob Klump. Then committee can select one to start work on Monday, June 9, 2014. If by chance the one chosen has to give notice to previous employer, the start date will begin later.

**BEACHWOOD SEWERAGE AUTHORITY**  
**Special Meeting Minutes**  
**June 3, 2014**

Specifics of the position are as follows: Monday thru Friday, 8:00 am to 4:30 pm with a half hour lunch. Hourly rate is \$10.00 per hour. Must wear steel toe work boots. There are no paid sick or vacation days and This is a seasonal job for the summer only, there are no paid sick or vacation days.

Chairwoman Kobus entertained a motion to authorize Mr. Kirchgessner, Mr. Klump, and Mr. Risk to hire the selected applicant to begin work on June 9, 2014 and employment will end before or up to September 30, 2014

Motion: Kobus

Second: Klump

Roll call vote: Kobus, Klump, Brown, McNabb, and Risk – ayes.

Chairman Kobus opened the meeting to the public for questions and comments. There was no response.

No further business, motion was made to adjourn the Special Meeting.

Motion: Klump

Second: Kobus

Roll call: Kobus, Klump, Brown, McNabb, and Risk – ayes.

Meeting adjourned at 5:13 PM

Respectfully submitted:



Robert Klump, Secretary

**BEACHWOOD SEWERAGE AUTHORITY**

- (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.

A. Kobus, Chairman – **Arrived @ 5:10PM**  
M. Brown, Vice Chairman  
R. Klump, Secretary  
R. McNabb, Treasurer  
J. Risk, 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

Motion: Klump  
Absent: Kobus

Second: Brown  
All in favor: ayes

Motion: Klump  
Absent: Kobus

Second: McNabb  
All in favor: ayes

**06-20-14**

Motion: Klump                      Second: Brown  
Absent: Kobus                      Roll call: Brown, Klump, McNabb, and Risk

**Beachwood Sewerage Authority**

**June 17, 2014**

**06-21-14**

**To approve the hiring of Francis Patrick Sheldrick as Summer Helper beginning June 9, 2014 thru September 30, 2014 at \$10.00 per hour, Monday thru Friday**

Motion: Risk

Second: Klump

Absent: Kobus

Roll call: Brown, Klump, McNabb, and Risk

**06-22-14**

**Approval to re-appoint Frank Baer as the Right to Know Coordinator for the Beachwood Sewerage Authority.**

Motion: Klump

Second: Brown

Absent: Kobus

Roll call: Brown, Klump, McNabb, and Risk

***NOTE: Chairwoman Kobus entered the meeting***

**06-23-14**

**To approve the Preliminary and Final Application for the Sewer Extension on Block 2.10, Lots 4 & 5 - Tiller Avenue, as per the recommendation of Engineer, Frank Baer.**

Motion: Brown

Second: McNabb

Absent:

Roll call: Kobus, Brown, Klump, McNabb, and Risk

**06-24-14**

**To approve the use of an outside contractor to install new laterals and posting all necessary bonding - only after review of the BSA House Lateral Contract.**

Motion: Risk

Second: Brown

Absent:

Roll call: Kobus, Brown, Klump, McNabb, and Risk

**CORRESPONDENCE:**

OCUA – Notice of Public Hearing on Proposed 2015 Rates – Bulk Rate will stay the same as last year @ \$3,882 per million gallons.

Gary Centifonti from the State of New Jersey is asking the BSA to select an employee to be a Right to Know (RTK) Coordinator, which oversees and coordinates the completion of ALL Right to Know Surveys through the state website.

**NOTE: RESOLUTION 06-22-14**

Letter from Frank Baer dated June 11, 2014 regarding Preliminary & Final Application for Sewer Extension for Block 2.10, Lots 4 & 5 Tiller Avenue – Applicant, John Vollmann is the contractor.

**NOTE: RESOLUTION 06-23-14**

**REPORTS:**

**Frank:** No repot

**Tom Kirchgessner:** Flushing lines in town

**Beachwood Sewerage Authority**  
**June 17, 2014**

**Milly:** Gave report on direct deposit at Ocean First stating that we can do a trial run after initial set up. Commissioners asked a few more questions than were in full agreement and instructed Milly to move ahead and set up trial run.

**Beverly:** No report

**Frank Baer:**

**James Gluck:**

**PUBLIC:**

**Chairwoman Kobus opened the meeting to the public for questions and comments.**

Builder, Rudy Rinderer had a question regarding the costs of lateral installations and asked if he could hire his own contractor (Suffolk County) for half the cost. Mr. Baer noted that Suffolk County is not an approved contractor for the BSA. They installed a line extension incorrectly, which cost the BSA substantial funding to correct. Frank Baer suggested that James Gluck review our contract to be sure we are not in breach of contract before we can move forward. **NOTE: RESOLUTION 06-24-14**

Before the close of the meeting, Commissioner Bob Klump said a few words, as this is his last meeting with the Authority. He stated that he enjoyed his time (21yrs) serving the Authority and many other boards in Beachwood, not to mention many clubs and organizations, then noting he has made many lifelong friendships along the way. Bob added that he will miss everyone very much and the community he loved so much.

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

Motion: Klump

Second: Kobus

Absent:

Roll call: Kobus, Brown, Klump, McNabb, and Risk

**Meeting adjourned at 5:39 PM**

**Respectfully submitted**



**Robert Klump, Secretary**



**Beachwood Sewerage Authority**  
**August 19, 2014**

**08-28-14: To approve a Budget Line Transfers from OCUA to Contracted Services for \$40,000.00 to cover costs of sewer lateral repairs.**

Motion: McNabb

Second: Brown

Absent: Risk

Roll call: Kobus, Brown, and McNabb

**08-29-14**

**Approve to prepare the 2015 Beachwood Sewerage Authority Annual Contract for Lateral Installations and Repairs by Engineer, Frank Baer to advertise.**

Motion: Brown

Second: McNabb

Absent: Risk

Roll call: Kobus, Brown, and McNabb

**CORRESPONDENCE:**

Letter from OCUA dated July 7, 2014 stating the results of the public meeting held on June 26, 2014 where the OCUA established the bulk rate to charge for 2015 is \$3,882.00 per million gallons beginning January 1, 2015. NOTE: Rate is the same as 2014

Beachwood Water Department monthly backwash report reads 3,018,000 million gallons used for the second quarter of 2014. (\$11,715.00)

OCUA 2014 METERED FLOW DATE for the past six months – increase flow from same period last year (2013) id 3.036 million gallons @ \$3882.00 per million = \$11,785.75 increase.

**REPORTS:**

**Frank:** No report

**Tom Kirchgessner:** Thanked all for the flowers sent to his family for the loss of his father.

**Milly:** Reported on Audit by William Antonides Jr., which should be complete in about a week, and then she will call Dottie Gallagher to complete the second half. Also, will do a test run for the direct deposit then it will be ready to go by next payday.

**Beverly:** Updated members on vacancy replacement also informed members that Habitat for Humanity has pulled out of building a house on Capstan Avenue rear in Pine Beach and has sold property to the Optical business behind property that will be use as a parking lot. Apprised members of properties that have many more units then what they have been paying. Jim Gluck would like print outs along with borough information before drafting a resolution. Properties are 900 Tiller Avenue (change from 1 unit to 2 unit) 305-307 Capstan Avenue (change from 3 unit to 8 unit) 306 Capstan Avenue (change from a 2 unit to a 3 or 4 unit). Beverly will print out and send Mr. Gluck all information.

**Frank Baer:** Prepare bids for September the 2015 BSA Contract for house laterals and repairs.

**Jim Gluck:** Draft letter to Mr. Daniel Toth of 223 Mermaid Avenue stating that sewer fees will be on tax lien sale scheduled for November 24, 2014. Mr. Gluck informed members that he is looking for a quote for the disposal of the banzil, as TRMUA cannot take it.

**Beachwood Sewerage Authority**  
**August 19, 2014**

**PUBLIC:**

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

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

Motion: Brown

Second: McNabb

Absent: Risk

Roll call: Kobus, Brown, and McNabb

**Meeting adjourned at 5:22 PM**

**Respectfully submitted**

A handwritten signature in cursive script, appearing to read "Matt Brown", written over a horizontal line.

**Matt Brown, as Acting Secretary**



**Beachwood Sewerage Authority**  
**September 16, 2014**

**CORRESPONDENCE:** None

**REPORTS:**

**Frank:** No report

**Tom Kirchgessner:** No report

**Milly:** ACH direct deposit forms must be filled out, also stated that she is working on 2015 Budget and hopes to have the Introduction at the October meeting.

**Beverly:** No report

**Frank Baer:** Bid spec packages are ready and ad goes in Monday, September 22<sup>nd</sup>. Bids are \$25.00 each.

**Jim Gluck:** Next meeting Jim and Mr. Baer will give a presentation on the Burt Davis encroachment.

**PUBLIC:**

Chairman Kobus opens the meeting up to the public for questions and comments – Mr. Daniel Toth attended to ask members to reconsider the first offer made to pay up all sewer fees on his rental property @ 223 Mermaid Avenue, which excluded interest fees. It was decided that all interest would be waived for 2008, 2009, 2010, 2011, 2012, 2013, but will pay interest charges for 2014 with the understanding that Mr. Toth pays everything thing off tonight. Mr. Toth agreed. Milly Tangen went to office and re-calculated charges and collected payment for account #756.

**No further business. Motion to adjourn the meeting.**

Motion: McNabb

Second: Risk

Absent:

Roll call: Kobus, Brown, McNabb, and Risk

**Meeting adjourned at 5:35 PM**

**Respectfully submitted**



**Matt Brown, as acting Secretary**

**October 21, 2014**

**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: Meeting began @ 5:08 PM**

A. Kobus, Chairman  
M. Brown, Vice Chairman  
R. McNabb, Treasurer  
J. Risk, Field Maintenance & Equipment  
R. Tapp, Secretary  
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

Chairwoman Kobus took a moment to welcome our newly appointed member, Mr. Robert Tapp. Mr. Tapp is filling the vacancy of Mr. Klump who resigned in June. Term is through January 2018.

**Approval of minutes for the Regular Meeting held on September 16, 2014.**

Motion: McNabb	Second: Risk
Abstain: Tapp	Approved: Kobus, Brown, McNabb, and Risk
Absent:	

**RESOLUTIONS:**

**10-32-14**

**Approval of Operating Fund Vouchers for \$52,688.63**

Motion: Brown	Second: McNabb
Abstain:	Roll call: Kobus, Brown, McNabb, Risk, and Tapp
Absent:	

**10-33-14: TABLED – Frank Baer will send letter requesting preliminary application to BSA for property sub-division and lateral installation.**

**Beachwood Sewerage Authority**  
**October 21, 2014**

**Approval for Rudy Rinderer the use of an outside contractor to install new laterals along with posting all necessary bonding for (4.47/3 – 101 Compass Ave).**

**10-34-14**

**Approve the Introduction of the 2015 Beachwood Sewerage Authority Budget as prepared by William Antonides, Jr.**

Motion: Brown

Second: Risk

Abstain:

Roll call: Kobus, Brown, McNabb, Risk, and Tapp

Absent:

**10-35-14**

**To approve the review of the bid submitted for the 2015 BSA CONTRACT - House Laterals and Repairs from J.F. Kiely Service Company LLC for \$116,100. Recommendation to award will be approved once Mr. Baer and Mr. Gluck examine bid.**

Motion: Brown

Second: McNabb

Abstain:

Roll call: Kobus, Brown, McNabb, Risk, and Tapp

Absent:

**10-36-14**

**To approve the appointment of Robert Tapp as Secretary for the Beachwood Sewerage Authority.**

Motion: McNabb

Second: Brown

Abstain:

Roll call: Kobus, Brown, McNabb, Risk, and Tapp

Absent:

**CORRESPONDENCE:**

Public Sewer Supplemental Questionnaire as requested by Conner Strong & Buckelew Company. This is for the BSA 2015 Renewal on coverage.  
Chairwoman Kobus requested a copy to review. Copy presented following this meeting.

**REPORTS:**

**Frank:** Reported on VacTruck repairs and his concerns, adding that he and Tom decided to try and do repair themselves.

**Tom:**

**Milly:** Reported that Mr. Lipton stopped to inquire about his escrow accounts. Mr. Gluck will draft letter requesting Mr. Lipton to submit his request to closeout escrow accounts in writing.

**Beverly:** Suggested that a Secretary be appointed now that we have a full board, also informed commissioners that Daniel Toth still owes 210.00. A letter was mailed explaining the error, but to date, Mr. Toth has not responded. Clerk requested phone number from Mr. Gluck.

**Frank Baer:** Reported only one bid was received – J.F. Kiely Service Company in the amount of \$116,100 and recommends to award contract if bid package review shows

**Beachwood Sewerage Authority**  
**October 21, 2014**

everything is in order. Mr. Baer will draft letter to Rudy Rinderer regarding the request for an outside contractor to install lateral onto 101 Compass Avenue. Mr. Baer feels he must submit a preliminary application to the BSA so he can review and make a recommendation.

**Commissioner Risk** voiced that he would like the Field Dept. to purchase a tripod, safety harnesses, meter, rope, and take training for confined spaces. Mr. Bruno stated that they do not have equipment or training, as they do not enter confined spaces, but leave that up to the companies they hire to inspect, repair, and maintain our pump stations and main lines. Chairwoman Kobus directed Mr. Gluck to add statement below to the Authority's Rules and Regulations.

**James Gluck:** Chairwoman Kobus instructed Mr. Gluck add into the BSA Rules and Regulations – **That NO person (BSA employee) at any time shall enter into a confined space – ONLY contracted service employees who are trained and equipped to do the job.**

**PUBLIC:**

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

**No further business - motion to adjourn the meeting.**

Motion: Brown

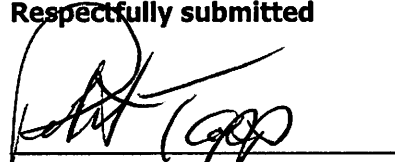
Second: McNabb

Absent:

Roll call: Kobus, Brown, McNabb, Risk, and Tapp

**Meeting adjourned at 5:37 PM**

**Respectfully submitted**



Robert Tapp, Secretary

**Meeting Reminders**

**BSA Meeting – November 18, 2014**

**BSA PUBLIC HEARING – December 9, 2014**

**MUAA Christmas Party – December 11, 2014**

**November 18, 2014**

**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:**

A. Kobus, Chairman  
M. Brown, Vice Chairman  
R. McNabb, Treasurer  
J. Risk, Commissioner  
R. Tapp, Secretary  
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 October 21, 2014.**

**Motion:** Risk  
**Abstain:**

**Second:** McNabb  
**Approved:** Kobus, Brown, McNabb, Risk, and Tapp

**RESOLUTIONS:**

**11-37-14**

### Approval of Operating Fund Vouchers for \$284,141.32

Motion: Brown  
Abstain:  
Abstain:

**11-38-14**

**Approval to award the BSA CONTRACT-2015 House Connection Laterals to J. F. Kiely Service Company for the total base bid price of \$116,100.00**

Motion: Risk  
Abstain:

**CORRESPONDENCE:**

OCUA – 2014 4<sup>th</sup> Quarter Metered Flow Data Report – flow is down by 0.181 from same period last year.

**Beachwood Sewerage Authority**  
**November 18, 2014**

OCUA – Preliminary Estimate of **2015 Annual Charge for Bulk Rate** has been established at **\$3,882 per million gallons** of normal domestic sewage.

Letter dated 10/29/14 from Frank Baer to Rudy Rinderer regarding the minor sub-division of 4.47/3 and the BSA fees for review of Preliminary Plans.

Letter dated 10/30/14 from Frank Baer regarding 2015 House Connection Laterals and the Recommendation of Award to J. F. Kiely Company for the total bid price of \$116,100.00.

Letter dated 11/18/14 from James Gluck stating he reviewed the contract and recommends the BSA award contract to J.F. Kiely Construction Co. for \$116,100.00. See Resolution No. 11-38-14.

Beachwood Land Use Board will hold a Public Hearing for Block 4.15, Lots 1, 3, & 5. This is the proposed site of the new Quick Chek.

**REPORTS:**

**Frank:** Thanked Commissioner Risk for his help with VacTruck by introducing us to Dover MUA and Grand Turk.

**Tom Kirchgessner:** Thanked James Gluck for his efforts in finding a certified company to dispose of chemicals. Also, informed commissioners that Dover MUA will be having an equipment auction that will include generators and would like permission to bid if the price and the generator are good. Tom stated he would find out when this auction takes place.

**Milly:** Informed members that Tax Lien Sale in on Friday and that her computer broke and was replaced yesterday and that was why the Escrow Account figures for Mr. Lipton could not be completed, but added that she will work on this tomorrow and be ready by next meeting.

**Beverly:** Commercial rates for overage will now be charged \$4.00 per thousand gallons. This will be place on the agenda at the Public Hearing in December. Ms. Clayton again asked to have the number of units changed for 900 Tiller Avenue as letter from Beachwood Water Dept. states they charge and service two meters to this property that has two small rental homes, the BSA only charge for one unit. This would bring correct the charges and increase revenue. Commissioners did not wish to take action at this time. Mr. Gluck suggested sending letter to bank (homes are in foreclosure) stating our intentions before account records are changed. Ms. Clayton reported on two other similar properties, but no action was taken.

**Frank Baer:** Briefly reviewed the sub-division at 101 Cedar Street for Rudy Rinderer.

**Jim Gluck:** Informed commissioners that he will report on the easement for 101 Cedar Street at our next regular meeting.

**PUBLIC: No Response**

**Beachwood Sewerage Authority**  
**November 18, 2014**

**No further business. Motion to adjourn the meeting.**

Motion: Brown

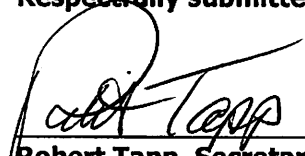
Second: Risk

Absent:

Roll call: Kobus, Brown, McNabb, Risk, and Tapp

**Meeting adjourned at 5:48 PM**

**Respectfully submitted**

  
\_\_\_\_\_  
**Robert Tapp, Secretary**

December 9, 2014

**BEACHWOOD SEWERAGE AUTHORITY**  
**PUBLIC HEARING / ADOPTION OF THE 2015 BSA BUDGET**  
**FOLLOWED BY THE REGULAR MEETING**

The regular meeting of the Beachwood Sewerage Authority was held at 4:30 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 be given notice.

**ROLL CALL:**

A. Kobus, Chairman  
M. Brown, Vice Chairman  
R. Tapp, Secretary  
R. McNabb, Treasurer  
J. Risk, Commissioner of Field Maintenance  
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  
W. Antonides, Jr., Auditor  
S. Cole, Cole Transcription Service

At this time Chairman, A. Kobus calls on Attorney, James Gluck to officiate the Public Hearing.

**RESOLUTIONS**

**12-39-14: Connection Fees – effective January 1, 2015 to be \$2,300.00 per connection.**

Motion: Brown Second: Risk Roll call: Kobus, Brown, McNabb, Risk, and Tapp

**12-40-14: Usage Fees – effective January 1, 2015 to be \$420.00 per annum.**

Motion: Kobus Second: McNabb Roll call: Kobus, Brown, McNabb, Risk, and Tapp

**12-41-14: Commercial Usage Fees – effective January 1, 2015 to be \$4.00 per thousand gallons over allowance per commercial unit.**

Motion: Risk Second: McNabb Roll call: Kobus, Brown, McNabb, Risk, and Tapp

**Motion to close the Public Hearing.**

Motion: Kobus Second: McNabb All in favor:

**12-42-14: Adoption of the Beachwood Sewerage Authority 2015 Budget.**

**NOTE: TABLED RESOLUTION AS BUDGET WAS NOT READY FOR ADOPTION.**

**Cole Transcription Service duly recorded this Public Hearing.**

**BEACHWOOD SEWERAGE AUTHORITY**  
**REGULAR MEETING**  
**DECEMBER 9, 2014**

**Commissioner Tapp made a motion to table the 2015 Budget Adoption Resolution 12-42-14 until January, but instead discuss the budget now while everyone is here; seconded by Kobus. All were in favor.**

Mr. Antonides proceeded to give an in depth overview of the 2015 budget and offered to answer any questions or concerns, adding that once budget passes the review from the State we can adopt at the January 2015 meeting. Commissioners were satisfied.

James Gluck returned the meeting over to Chairwoman, Allison Kobus to begin the Beachwood Sewerage Authority Regular Meeting at 5:15 PM.

**Beachwood Sewerage Authority - Regular Meeting**

**Approval of minutes for the meeting held November 18, 2014.**

Motion: Brown

Second: Risk

Abstain:

All in favor: Ayes

**RESOLUTIONS:**

**12-43-14: Approval of Operating Fund Vouchers for \$27,870.61**

Motion: Risk

Second: McNabb

Abstain:

Roll call: Kobus, Brown, McNabb, Risk, and Tapp

**12-44-14: Approve payment to the Borough of Beachwood Tax Collector for costs collected for "Tax Sale Ad Fee" in the amount of \$857.72**

Motion: Brown

Second: Tapp

Abstain:

Roll call: Kobus, Brown, McNabb, Risk, and Tapp

**12-45-14: Approval to close out escrow accounts for David Lipton for a grand total of \$9,758.94 (2 checks) and returned to him.**

Motion: Risk

Second: McNabb

Abstain:

Roll call: Kobus, Brown, McNabb, Risk, and Tapp

**CORRESPONDENCE:**

Application and Checks from DYNAMIC ENGINEERING regarding the proposed CVS PHARMACY on Route 166/Atlantic City Blvd. **Mr. Baer reported on project and applications to review of site plan of project.**

**REPORTS:**

**Frank:** Mr. Bruno was looking for an answer regarding his request to drive plow truck home when forecast predicts several inches of snow. Mr. Bruno stated it would help him respond to a call out faster, adding that he has an SUV the can get him here as well. Chairwoman Kobus apologized for not having an answer and will get back to him soon.

**Tom:** Inquired about the Verizon Cell Phone Contract and if it has, been signed. Chairwoman Kobus stated she is looking into other avenues to save money.

**Milly:** Reported that the 2013 Audit is almost complete, waiting for 2015 Budget to be approved by the State and will be cutting escrow checks for David Lipton. Milly asked if anything else should be included; Mr. Gluck suggested giving Mr. Lipton copies of all letters and documents and resolution, along with a cover letter noting all.

**Beverly:** Requests approval for:

1. 2015 Yearly Calendar
2. Holiday Schedule
3. Salary Guide

Motion: Brown

Second: Risk

Roll call: Kobus, Brown, McNabb, Risk, and Tapp

**Frank Baer:** Reported on plans sent by **DYNAMIC ENGINEERING**, Douglas Grysko for the new **CVS PHARMACY**:

Completed Sewer Application Form

Completed W-9

Signed/Sealed Preliminary & Final Major Site Plan Drawings

List of Property Owners

Check for \$500 to serve as Application Fee and Check for \$1,322.50 to serve as Escrow Fee.

Mr. Baer will review plans and give a report next meeting.

Chairwoman Kobus suggested that Frank Baer, Frank Bruno, and Tom Kirchgessner meet to discuss the areas in town that need immediate attention. Would like to see a plan be put into place with a timeline of five to ten years and a list of blocks that are in need of complete replacement. Our system and main lines are old, as well as laterals have much root infiltration. B. Clayton suggested that the committee also include the Borough Engineer, Jim Oris as the town has an aggressive plan for road construction, and the Authority needs to be aware of it. Frank Baer agreed to look into this and come up with a plan.

**James Gluck:** Stated he will meet with Frank Baer to review the easement at 101 Cedar Street.

**MEETING OPENED TO THE PUBLIC FOR QUESTIONS AND COMMENTS:** No response

**No further business. Motion to adjourn.**

Motion: Brown

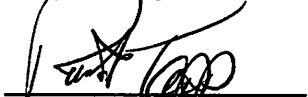
Second: McNabb

Abstain:

Approved: All in favor - ayes

**Meeting adjourned at 5:40 PM**

**Respectfully submitted:**



**Robert Tapp, Secretary**

**NOTE: Effective December 31, 2014, Allison Kobus will retire from the State of New Jersey and resign from the Beachwood Sewerage Authority.  
BSA years of service 2003 -2014 (11yrs.)**

## **JANUARY 1, 2015 through DECEMBER 31, 2015**

- **HOLIDAYS:**

Fourteen (14) paid holidays as set forth by the Authority will be granted for all employees with a minimum of a thirty-five (35) hour week.

- **VACATION TIME:**

**All employees with a minimum of a thirty-five (35) hour week:**

Five (5) days non-accumulative after one (1) year.

Twelve (12) days non-accumulative after two (2) years.

Twenty (20) days non-accumulative after five (5) years.

- **SICK TIME:**

All employees with a minimum of thirty-five (35) hour week.

Ten (10) days per year. Sick time not taken shall accumulate from year to year for three (3) years, but not to exceed 30 days.

When taking TIME OFF, for any reason, an absentee report must be filled out and given to the bookkeeper directly.

- **PERSONAL LEAVE:**

Full time employee is entitled to three (3) days leave with pay for personal business annually. Personal days must be used within one (1) year period and shall not be cumulative.

- **COMPENSATION:**

Any employee requested to attend a regular or special meeting will be compensated \$25.00 per meeting. (amended 12/10/13)

- **WORK BOOTS:**

The Authority will provide steel tip boots for all full time field workers.  
**NOT TO EXCEED - \$150.00 (amended 12/11/13)**

- **RESIDENCY REQUIREMENTS:**

It is preferred that all employees be residents of the Borough of Beachwood.

- **PROBATION PERIOD:**

All new employees will be placed on ninety (90) day probation before being eligible for paid holidays, vacation time and sick time. After the ninety (90) days probation period, all new employees will be designated as full time employees from his or her first day of employment and will have accrued vacation time as of that date.