

April 21, 2026

**BEACHWOOD SEWERAGE AUTHORITY
REGULAR MEETING MINUTES**

Salute to the Flag

Sunshine Law:

Notice of this meeting and all other regularly scheduled meetings has been given in accordance with the "Open Public Meeting 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 self-addressed envelope will receive notice.

Roll Call:

R. Tapp, Chairman

D. Keenan, Vice Chairman

T. Abramski, Secretary

C. Schmidt, Treasurer

J. Risk, Commissioner of Field Operations and Equipment

T. Kirchgessner, Field Maintenance Supervisor

M. Frost, Line Maintenance Operator *absent*

J. Carlson, Line Maintenance Assistant *in class*

P. Grodberg, Clerk

E. Kalman, Clerk *on leave*

J. Hess, P.E., Engineer

B. Mabie, Attorney

Approval of the minutes for the Public Meeting held on March 17, 2026

Commissioner	Motion	2 nd	Ayes	Nays	Abstain	Absent
Mr. Tapp, Chairman			X			
Mr. Keenan, Vice-Chairman					X	
Mr. Abramski, Secretary					X	
Mr. Risk, Commissioner		X				
Mr. Schmidt, Treasurer	X					

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RESOLUTIONS:

04-27-26

Approval of the Operating Fund Vouchers in the amount of \$350,167.19.

Commissioner	Motion	2 nd	Ayes	Nays	Abstain	Absent
Mr. Tapp, Chairman			X			
Mr. Keenan, Vice-Chairman			X			
Mr. Abramski, Secretary		X				
Mr. Risk, Commissioner			X			
Mr. Schmidt, Treasurer	X					

04-28-26

RESOLUTION AWARDDING CONTRACT BSA-2026 TO J. F. KIELY CONSTRUCTION CO. FOR HOUSE CONNECTION LATERALS AND LINE EXTENSIONS

Commissioner	Motion	2 nd	Ayes	Nays	Abstain	Absent
Mr. Tapp, Chairman			X			
Mr. Keenan, Vice-Chairman			X			
Mr. Abramski, Secretary	X					
Mr. Risk, Commissioner		X				
Mr. Schmidt, Treasurer			X			

04-29-26

RESOLUTION AUTHORIZING CONSENT TO ASSIGNMENT OF PROFESSIONAL SERVICES AGREEMENTS AND ACKNOWLEDGING CORPORATE RESTRUCTURING OF CME ASSOCIATES, LLC TO ARTHEON, INC.

Commissioner	Motion	2 nd	Ayes	Nays	Abstain	Absent
Mr. Tapp, Chairman			X			
Mr. Keenan, Vice-Chairman			X			
Mr. Abramski, Secretary			X			

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Mr. Risk, Commissioner		X				
Mr. Schmidt, Treasurer	X					

CORRESPONDENCE:

On Monday, April 6, 2026, we received by certified mail, notice that the Borough of Beachwood Land Use Board will hold a hearing on the applications of Mr. Lipton for multiple variances at 437 and 445 Briar Way.

Received from Toms River Municipal Utilities Authority, copy of their resolution authorizing the Shared Services between TRMUA and BSA, and two copies of the Shared Services agreement to be signed and returned for execution. This coordinates with BSA Resolution 02-12-26.

Received via email and regular mail, proposal from Mr. Hess regarding the Cedar Street Sewer Replacement.

REPORTS:

Mr. Tapp:

- Cedar Street repairs
- Webinar about smoke testing & dye testing – smoke testing opens up too many liabilities, releasing smoke into people’s homes. We will discuss dye testing after Tom’s crew finishes tving the area.

Mr. Abramski: nothing to report

Mr. Keenan: nothing to report

Mr. Risk: nothing to report

Mr. Schmidt: nothing to report

Mr. Hess:

- Cedar Street proposal – The proposal for the Sanitary Sewer Replacement is included in everyone’s folders. Once the crew has finished tving the lines, we will return to the repair project.
- Roof replacement – We received quotes from 2 contractors. The contract was signed tonight and the contractor; Brick Works, will be starting the project in 2 -3 weeks (weather permitting).

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Mr. Mabie: nothing to report

Tom K.:

- Installed 36 CC4 boxes
- 3 new installations at 545 and 553 Halliard Avenue and 21 Larboard Street
- We got the new mower
- Started tving on the river side of town – Ran into some bad spots on Lookout and Barnegat, and found leaks on Clubhouse and Beacon. There are also several spots where pipes have separated from the connection. We should be finished tving the area next week and I will be able to give a full report.

Matt: *nothing to report*

Jim: *in class*

Patricia:

- Sue Minock sent an email regarding Financial Disclosures. I was going to offer to help anyone who still needed to complete this but I reached out to Sue and everyone has done them. Thank you.
- ADS contract is up in June. Wayne suggests staying with them. I am looking at ways to bring down any extra costs.
- I've been working with Kendy at the Borough to ensure Tax Sale goes smoothly this year. Right now, she is focused on making sure that anyone with a current bankruptcy is classified correctly and that those accounts correspond with those earmarked "exclude from tax sale". Aside from the few accounts that have special circumstances and resolutions in place, the only reason an account can be excluded from Tax Lien Sale is bankruptcy. She is stressing that we make direct withdrawal payments available to residents to make paying as convenient as possible with the least expense to both residents and the Authority.
- Currently, we have 1,679 residential accounts (with a balance of more than \$100.) past due. Delinquent notices will go out in the mail on May 15th. Wayne suggests doing a large prepayment of postage to reduce fees. We will be estimating the rest of the year's postage needs based on last year usage.
- SHARES grants –We registered with Shares in April of last year and received our first payment in May. In the 9 months of 2025, we received \$4,855. In the first quarter of 2026, we have received \$1,336 in grants toward 7 residents' accounts, with another \$872

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approved but not yet released. If anyone is aware of other grants or programs that could benefit our residents, please let me know and I will look into them.

- We have 2 Wex accounts. The 7-11 Speedway account isn't routinely used but we are being charged over \$150 a month in service fees and interest due to late payments. I received notice today that they did approve to waive this month's fees (\$76). After speaking to Tom (Kirchgessner) and Wayne, it has been recommended that we close that account and possibly get a higher credit limit on the Wex Sunoco account. Wayne has suggested we may want to start writing checks for some of our recurring bills between meetings as many municipalities do since many vendors will not change due dates, resulting in late fees. Wex is our biggest issue. First Citizen's/Avaya has agreed to change our due date to the 1st of the month.

Emily: on maternity leave, left report

- 1040 Surf Avenue account – This account was never activated; however, we have been unable to contact the homeowner to set up a payment plan. Multiple mailings have gone unanswered.

Mr. Mabie suggests mailing notice to the homeowner by both regular and certified mail. If they do not respond, they should not be given grace on the interest due and will be subject to Tax Lien sale if they are still delinquent at that time.

- We were made aware that our website is not current – signed resolutions, past minutes, and budgets. We have been working to bring it up to date and have a plan to keep it that way with Mark Carty who handles our website.

MEETING OPEN TO THE PUBLIC FOR QUESTIONS AND COMMENTS:

Motion: **Mr. Schmidt** Second: **Mr. Abramski**

All in favor: Ayes

At this time, Mr. Tapp as requested a meeting with Mr. Hess and Tom Kirchgessner once the tving is completed in the area of Cedar Street to determine the best course of action to correct the issues. Mr. Hess confirmed he will be available to come for a meeting,

MOTION TO ADJOURN:

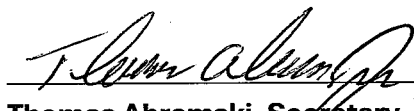
Motion: Mr. Tapp Second: Mr. Risk

All in favor: Ayes

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Time meeting closed: 5:17 pm

Respectfully submitted,



Thomas Abramski, Secretary