

Franklin Township Sewerage Authority

Minutes of Meeting

August 2, 2022

PRESENT

Vice Chairman Anbarasan (by video) called the Monthly Meeting of the Township of Franklin Sewerage Authority to order at 6:36 PM. The following Commissioners were also present (all by video): Ms. Ford, Ms. Francois and Mr. Schmidt. Also in attendance were Joseph Danielsen, Executive Director / Special Project Manager (in person), Apryl L. Roach, Administrative Manager (in person); Scott Nocero, Operations Manager (by video); Brian Hak, Esq., General Counsel (by video); William Korosec, Howard Matteson, Consulting Engineers (all by video) and Councilman Onyejiaka (by video).

ROLL CALL

| | | |
|------------------------|---|--------|
| Mr. Alcazar | - | Absent |
| Mr. Anbarasan | - | Aye |
| Ms. Ford | - | Aye |
| Ms. Francois (Alt. #1) | - | Aye |
| Mr. Schmidt | - | Aye |
| Chairwoman DeVeaux | - | Absent |

Councilman Onyejiaka joined the meeting at 6:50 PM.

PLEDGE OF ALLEGIANCE

CHAIRPERSON'S STATEMENT:

Vice Chairman Anbarasan stated that, in accordance with the provisions of Chapter 231 of the Public Laws of 1975 (Open Public Meetings Act) and Chapter 11 of the Public Laws of 2020, all requirements had been met to allow for the electronic meeting of the Board.

INTRODUCTION OF THE 2022 (2022-2023) BUDGET

Mr. Danielsen provided a overview and presentation of the 2022 (2022-2023) DCA Budget.

PUBLIC COMMENTS

Ms. Francois moved to open the meeting for Public Comments, seconded by Mr. Schmidt.

| | | | |
|-------|------------------------|---|--------|
| VOTE: | Mr. Alcazar | - | Absent |
| | Mr. Anbarasan | - | Aye |
| | Ms. Ford | - | Aye |
| | Ms. Francois (Alt. #1) | - | Aye |
| | Mr. Schmidt | - | Aye |
| | Chairwoman DeVeaux | - | Absent |

Ms. Francois moved to close the meeting for Public Comment, seconded by Mr. Schmidt.

The members voted as follows:

| | | | |
|-------|------------------------|---|--------|
| VOTE: | Mr. Alcazar | - | Absent |
| | Mr. Anbarasan | - | Aye |
| | Ms. Ford | - | Aye |
| | Ms. Francois (Alt. #1) | - | Aye |
| | Mr. Schmidt | - | Aye |
| | Chairwoman DeVeaux | - | Absent |

REVIEW OF THE BOARD MEETNG MINUTES – July 5, 2022

Vice Chairman asked if there were any questions or concerns regarding the meeting minutes from the July 5, 2022 Board Meeting.

Ms. Francois made a motion to accept the June 7, 2022, Board Meeting minutes, seconded by Ms. Ford.

The members voted as follows:

| | | | |
|-------|------------------------|---|---------|
| VOTE: | Mr. Alcazar | - | Absent |
| | Mr. Anbarasan | - | Aye |
| | Ms. Ford | - | Aye |
| | Ms. Francois (Alt. #1) | - | Aye |
| | Mr. Schmidt | - | Abstain |
| | Chairwoman DeVeaux | - | Absent |

EXECUTIVE SUMMARY – PROFESSIONAL REPORTS

Presented by: Joseph Danielsen, Executive Director / Special Project Manager

Consulting Engineer Report - CME

Consulting Engineer Report - CDM

General Counsel Report – Eric M. Bernstein, Esq.

EXECUTIVE DIRECTOR SUMMARY

Presented By: Joseph Danielsen, Executive Director / Special Project Manager

Operations Report - Scott Nocero

Connections Report – CME Consulting Engineers

Special Projects Report – Joseph Danielsen

REPORTS

COMMITTEE REPORTS:

NEGOTIATIONS / PERSONNEL COMMITTEE

The Committee reported they met with the Executive Director a few times to discuss the performance of staff. The Chairwoman will meet with the Executive Director relative to the same.

MUNICIPAL LIAISON COMMITTEE

Nothing to report.

CONSTRUCTION COMMITTEE

Nothing to report.

SAFETY COMMITTEE

Nothing to report.

APPROVAL OF RESOLUTIONS

The approval of some of the Resolutions will be done by the Consent Agenda.

Chairwoman said that all the items listed below are considered to be of a routine nature, thereby requiring one (1) motion and one (1) second for all items.

If any member wishes to remove an item from the Consent Agenda, please advise the Chairwoman at this time as to which resolution(s) need to be handled separately and they will be addressed and voted on separately. No one made such request to remove.

| | |
|---------------------------------------|--|
| Resolution Number 08022022 - 1 | Payroll Account \$ 133,916.82 |
| Resolution Number 08022022 - 2 | Operating Expense Account \$ 2,012,812.19 |
| Resolution Number 08022022 – 3 | General Fund Expense Account \$ 27,720.21 |
| Resolution Number 08022022 - 4 | Renewal and Replacement \$ 182,637.30 |
| Resolution Number 08022022 – 5 | Escrow Fund Account \$ 14,993.25 |

Mr. Schmidt made a motion, seconded by Ms. Francois.

The members voted as follows:

| | | | |
|-------|------------------------|---|--------|
| VOTE: | Mr. Alcazar | - | Absent |
| | Mr. Anbarasan | - | Aye |
| | Ms. Ford | - | Aye |
| | Ms. Francois (Alt. #1) | - | Aye |
| | Mr. Schmidt | - | Aye |
| | Chairwoman DeVeaux | - | Absent |

The following Resolutions were voted upon:

Resolution Number 08022022 – 6

RESOLUTION AUTHORIZING THE HIRING OF DANIELA BURL TO THE POSITION OF BILLING/ACCOUNTING CLERK

MOVER: Mr. Schmidt

SECONDER: Ms. Francois

The members voted as follows:

| | | | |
|-------|------------------------|---|--------|
| VOTE: | Mr. Alcazar | - | Absent |
| | Mr. Anbarasan | - | Aye |
| | Ms. Ford | - | Aye |
| | Ms. Francois (Alt. #1) | - | Aye |
| | Mr. Schmidt | - | Aye |
| | Chairwoman DeVeaux | - | Absent |

1. Resolution Number 08022022 - 7

RESOLUTION AUTHORIZING THE EXECUTION OF A MEMORANDUM OF AGREEMENT WITH NEW JERSEY AMERICAN WATER

MOVER: Ms. Francois

SECONDER: Mr. Schmidt

The members voted as follows:

| | | | |
|-------|------------------------|---|--------|
| VOTE: | Mr. Alcazar | - | Absent |
| | Mr. Anbarasan | - | Aye |
| | Ms. Ford | - | Aye |
| | Ms. Francois (Alt. #1) | - | Aye |
| | Mr. Schmidt | - | Aye |
| | Chairwoman DeVeaux | - | Absent |

2. Resolution Number 08022022 - 8

RESOLUTION AUTHORIZING THE EXECUTION OF A FENCE EASEMENT AGREEMENT BETWEEN THE AUTHORITY AND THE OWNER OF REAL PROPERTY LOCATED AT 5 BUELL STREET, SOMERSET, NEW JERSEY

MOVER: Mr. Schmidt

SECONDER: Ms. Ford

The members voted as follows:

| | | | |
|-------|------------------------|---|--------|
| VOTE: | Mr. Alcazar | - | Absent |
| | Mr. Anbarasan | - | Aye |
| | Ms. Ford | - | Aye |
| | Ms. Francois (Alt. #1) | - | Aye |
| | Mr. Schmidt | - | Aye |
| | Chairwoman DeVeaux | - | Absent |

3. Resolution Number 08022022 - 9

RESOLUTION AUTHORIZING THE EXECUTION OF A FENCE EASEMENT AGREEMENT BETWEEN THE AUTHORITY AND WITH THE OWNER OF

REAL PROPERTY LOCATED AT 31 WILLOCKS CIRCLE, SOMERSET, NEW JERSEY

MOVER: Ms. Francois

SECONDER: Mr. Schmidt

The members voted as follows:

| | | | |
|-------|------------------------|---|--------|
| VOTE: | Mr. Alcazar | - | Absent |
| | Mr. Anbarasan | - | Aye |
| | Ms. Ford | - | Aye |
| | Ms. Francois (Alt. #1) | - | Aye |
| | Mr. Schmidt | - | Aye |
| | Chairwoman DeVeaux | - | Absent |

4. Resolution Number 08022022 - 10

RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS TO MEET THE NEW BOND RESERVE REQUIREMENTS

MOVER: Ms. Ford

SECONDER: Mr. Schmidt

The members voted as follows:

| | | | |
|-------|------------------------|---|--------|
| VOTE: | Mr. Alcazar | - | Absent |
| | Mr. Anbarasan | - | Aye |
| | Ms. Ford | - | Aye |
| | Ms. Francois (Alt. #1) | - | Aye |
| | Mr. Schmidt | - | Aye |
| | Chairwoman DeVeaux | - | Absent |

5. Resolution Number 08022022 - 11

RESOLUTION AUTHORIZING A CHANGE IN TITLE FOR APRYL L. ROACH FROM THE TITLE OF ADMINISTRATIVE MANAGER TO THE TITLE OF ADMINISTRATIVE MANAGER/CHIEF HUMAN RESOURCES OFFICER (CHRO)

MOVER: Mr. Schmidt

SECONDER: Ms. Francois

The members voted as follows:

| | | | |
|-------|------------------------|---|--------|
| VOTE: | Mr. Alcazar | - | Absent |
| | Mr. Anbarasan | - | Aye |
| | Ms. Ford | - | Aye |
| | Ms. Francois (Alt. #1) | - | Aye |
| | Mr. Schmidt | - | Aye |
| | Chairwoman DeVeaux | - | Absent |

6. Resolution Number 08022022 - 12

Certification of the Annual Audit for Fiscal Year 2021 – 2022.

MOVER: Ms. Ford

SECONDER: Mr. Schmidt

The members voted as follows:

| | | | |
|-------|------------------------|---|--------|
| VOTE: | Mr. Alcazar | - | Absent |
| | Mr. Anbarasan | - | Aye |
| | Ms. Ford | - | Aye |
| | Ms. Francois (Alt. #1) | - | Aye |
| | Mr. Schmidt | - | Aye |
| | Chairwoman DeVeaux | - | Absent |

7. Resolution Number 08022022 - 13

RESOLUTION FOR JUNE 1, 2022 – MAY 31, 2023 LATE BUDGET SUBMISSION

MOVER: Ms. Francois

SECONDER: Mr. Schmidt

The members voted as follows:

| | | | |
|-------|------------------------|---|--------|
| VOTE: | Mr. Alcazar | - | Absent |
| | Mr. Anbarasan | - | Aye |
| | Ms. Ford | - | Aye |
| | Ms. Francois (Alt. #1) | - | Aye |
| | Mr. Schmidt | - | Aye |
| | Chairwoman DeVeaux | - | Absent |

8. Resolution Number 08022022 - 14

RESOLUTION TO REMOVE ACCOUNT NUMBER 0999.00 LOCATED AT 17 SCHOOL HOUSE ROAD, BLOCK 517.05 LOT 35.11 IS REMOVED FROM BILLING WITH AN ADJUSTMENT OF \$17,674.80 IN PRINCIPAL. THIS ADDRESS WAS CAPPED

MOVER: Mr. Schmidt
SECONDER: Ms. Ford

The members voted as follows:

| | | | |
|-------|------------------------|---|--------|
| VOTE: | Mr. Alcazar | - | Absent |
| | Mr. Anbarasan | - | Aye |
| | Ms. Ford | - | Aye |
| | Ms. Francois (Alt. #1) | - | Aye |
| | Mr. Schmidt | - | Aye |
| | Chairwoman DeVeaux | - | Absent |

9. Resolution Number 08022022 - 15

RESOLUTION TO REMOVE ACCOUNT NUMBER 10909.00 LOCATED AT 135 DAHMER ROAD, BLOCK 84.03 LOT 2.10 IS REMOVED FROM BILLING WITH AN ADJUSTMENT OF \$164.87 IN PRINCIPAL. THIS ADDRESS WAS CAPPED

MOVER: Mr. Schmidt
SECONDER: Ms. Francois

The members voted as follows:

| | | | |
|-------|------------------------|---|--------|
| VOTE: | Mr. Alcazar | - | Absent |
| | Mr. Anbarasan | - | Aye |
| | Ms. Ford | - | Aye |
| | Ms. Francois (Alt. #1) | - | Aye |
| | Mr. Schmidt | - | Aye |
| | Chairwoman DeVeaux | - | Absent |

10. Resolution Number 08022022 - 16

**RESOLUTION AUTHORIZING THE AUTHORITY TO EXECUTE AN
AGREEMENT WITH CME ASSOCIATES, INC. TO PROVIDE
PROFESSIONAL ENGINEERING SERVICES FOR THE
CONSTRUCTION ADMINISTRATION PHASE OF THE
ADMINISTRATION BUILDING AND GARAGE OFFICE WINDOW AND
DOOR REPLACEMENT PROJECT**

MOVER: Ms. Francois

SECONDER: Mr. Schmidt

The members voted as follows:

| | | | |
|-------|------------------------|---|--------|
| VOTE: | Mr. Alcazar | - | Absent |
| | Mr. Anbarasan | - | Aye |
| | Ms. Ford | - | Aye |
| | Ms. Francois (Alt. #1) | - | Aye |
| | Mr. Schmidt | - | Aye |
| | Chairwoman DeVeaux | - | Absent |

EXECUTIVE SESSION

Mr. Schmidt made a motion to go into Executive Session at 7:49 PM, seconded by Ms. Francois.

The Board went into the Executive Session to discuss Personnel matters.

Mr. Matteson, Mr. Korosec, Mr. Nocero, and Councilman Onyejiaka were all excused from the Executive Session.

Mr. Schmidt made motion to come out of Executive Session at 9:06, seconded by Ms. Francois.

All present during the Executive Session at the return to the General meeting.

The Board discussed the creation of two (2) new positions to include a Foreman (Non-Union) position and a Part-time Inspector position.

FOREMAN

MOVER: Mr. Schmidt

SECONDER: Ms. Francois

The members voted as follows:

| | | | |
|-------|------------------------|---|--------|
| VOTE: | Mr. Alcazar | - | Absent |
| | Mr. Anbarasan | - | Aye |
| | Ms. Ford | - | Aye |
| | Ms. Francois (Alt. #1) | - | Aye |
| | Mr. Schmidt | - | Aye |
| | Chairwoman DeVeaux | - | Absent |

PART-TIME INSPECTOR

MOVER: Ms. Francois

SECONDER: Mr. Schmidt

The members voted as follows:

| | | | |
|-------|------------------------|---|--------|
| VOTE: | Mr. Alcazar | - | Absent |
| | Mr. Anbarasan | - | Aye |
| | Ms. Ford | - | Aye |
| | Ms. Francois (Alt. #1) | - | Aye |
| | Mr. Schmidt | - | Aye |
| | Chairwoman DeVeaux | - | Absent |

Ms. Francois made a motion to adjourn, seconded by Mr. Schmidt.

All Commissioners present voted "Aye."

The meeting was adjourned at 9:08PM.

Respectfully submitted,

Apryl L. Roach

Apryl L. Roach, MBA, MSHRM, PHR, SHRM-CP, Q.P.A., R.P.P.S.
Administrative Manager