

# Franklin Township Sewerage Authority

## Minutes of Meeting

June 2, 2020

### PRESENT

Chairman Galtieri (by video) called the Monthly Meeting of the Township of Franklin Sewerage Authority to order at 6:33 PM. The following Commissioners were also present (all by video): Mr. Alcazar, Mr. Anbarasan, Ms. DeVeaux, Ms. Ford, Mr. Schmidt and Mr. Tiwari. Also in attendance were Brian Regan, Executive Director (by video); Apryl L. Roach, Administrative Manager (in person); Scott Nocero, Operations Manager (by video); Christian Santiago, Staff Engineer (by video); Joseph Danielsen, Special Project Manager (in person); Eric M. Bernstein, Esq., General Counsel (by video); Joseph Gemmell, Michael McClelland and Howard Matteson, Consulting Engineers. (all by video)

### ROLL CALL

Mr. Alcazar (Alt. #1)	-	Aye
Mr. Anbarasan	-	Aye
Ms. DeVeaux	-	Aye
Ms. Ford	-	Aye
Mr. Schmidt (Alt. #2)	-	Aye
Mr. Tiwari	-	Aye
Chairman Galtieri	-	Aye

### PLEDGE OF ALLEGIANCE

### CHAIRMAN'S STATEMENT:

Chairman Galtieri 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.

**PUBLIC COMMENTS**

Ms. Ford moved to open the meeting for Public Comments, seconded by Mr. Tiwari.

VOTE:	Mr. Alcazar (Alt. #1)	-	Not eligible to vote
	Mr. Anbarasan	-	Aye
	Ms. DeVeaux	-	Aye
	Ms. Ford	-	Aye
	Mr. Schmidt (Alt. #2)	-	Not eligible to vote
	Mr. Tiwari	-	Aye
	Chairman Galtieri	-	Aye

No public was in on the audio/ video chat. None spoke.

Mr. Tiwari moved to close the meeting for Public Comment, seconded by Mr. Anbarasan.

The members voted as follows:

VOTE:	Mr. Alcazar (Alt. #1)	-	Not eligible to vote
	Mr. Anbarasan	-	Aye
	Ms. DeVeaux	-	Aye
	Ms. Ford	-	Aye
	Mr. Schmidt (Alt. #2)	-	Not eligible to vote
	Mr. Tiwari	-	Aye
	Chairman Galtieri	-	Aye

**REVIEW OF THE BOARD REGULAR MEETING MINUTES – May 5, 2020**

Chairman Galtieri asked if there were any questions or concerns regarding the minutes from May 5, 2020 Board regular meeting. The minutes were acceptable as written.

Mr. Tiwari made a motion to accept the May 5, 2020 minutes, which was seconded by Ms. Ford.

A roll call was taken as follows:

VOTE:	Mr. Alcazar (Alt. #1)	-	Not eligible to vote
	Mr. Anbarasan	-	Aye
	Ms. DeVeaux	-	Aye
	Ms. Ford	-	Aye
	Mr. Schmidt (Alt. #2)	-	Not eligible to vote
	Mr. Tiwari	-	Aye
	Chairman Galtieri	-	Aye

## REPORTS

### EXECUTIVE SUMMARY – Brian G. Regan and Joseph Danielsen

#### *Legal*

- No significant issues, though there will be an Executive Session later in the meeting.

#### *Marcy Street Sanitary Sewer Rehabilitation – Color: Green*

- Started NJ IBank funding process. In holding pattern until NJ IBank approval
  - Received feedback from NJDEP stating that the engineering review is not completed. Additionally, NJDEP has requested more information.
- Estimated “Auth to Advertise” at late June 2020 has been delayed by DEP engineering review.
  - DEP suggests thirty (30) day bid notice to Office of Equal Opportunity to establish a bid/award schedule.
- Financials Green 94% of “to-date” budget expended (not included construction)

#### *Hamilton Street PS – Color: Green*

- Construction progress meeting held April 16, 2020.
  - Overall schedule is on plan
  - Dulaine made us aware that suppliers have informed him of “potential” delays.
    - Manufacturer Treatment Device vendor – shutdown operations – potential delay. May require temporary install to convey storm water.
    - Currently, there are not any supply line issues.
  - Agreement reached on micro-tunneling versus open cut.
    - No-Cost increase Change Order has been submitted.
    - Open Cut is proposed.
    - Contract line items are being adjusted accordingly.
- PayApp 8 submitted for approval in the amount of \$83,719.82
- Financials Green: 71 % of Construction admin budget expended, 52% of actual construction budget expended
- Completion: A. 61% cost, 64% time. B. 95% building, 75% wet well completed.
  - Pumps and grinders onsite – install % will jump higher above 75%

#### *Somerset Street PS – Color: Green*

- Color remains Green.
- Nothing to update this month. (Grade reports preparing information for additional items)
- Expect to process Final Pay application in June
  - CDM-Smith reviewing submitted claims
  - Not Including 2% retainage – expect payment to be less than 50k
- Financials Green: 99% of budget expended, 98% of construction budget expended

***East Millstone Concept – Color: Green***

- Started 60% Design Package (drawing and technical specifications).
- Design Submission start estimated at August 4, 2020.
- Scope of Service Agreement Completed
  - Current agreement is for Engineering Design and Permitting for \$175,000.00
  - CDM-Smith Design Report targeted for August 2020
  - Tentative Award Bid (11/20), Active Construction Spring 2021
- Financials Green: 16% of To-Date Budget

***High Bay Garage – Color: Green***

- Agreement prepared / finalized.
- Progress with authorizing / scheduling geotechnical boring work.
- Progress with Preliminary Design Report.

**EXECUTIVE DIRECTOR'S REPORT – Brian G. Regan**

**June 2020**

1. **Revenue Report:**
  - Attached
2. **Expense Report:**
  - Attached
3. **Cash Position:**
  - Attached
4. **Discussion Items**
  - COVID19 Status
    - Admin/Engineering Staff Remote/Work from Home
    - Maintenance Techs
      - Return to Full Staff; 2 crews offset shift by 30 minutes
  - 2020-2021 Budget
    - Plan to introduce tonight
    - Commissioners, if you have not responded to Apryl request regarding outside employment compensation, PLEASE do so tonight.
5. **Resolutions**
  - Standard**
    - **Payroll Account**
    - **Operating Expense Account**

- **Renewal and Replacement**
- **North Tract**
- **Escrow**

**Additional Resolutions:**

1. Resolution to approve Change Order No. 1 to the Contract with Dulaine Contracting, Inc. for the construction of the Hamilton Street Pump Station Project in accordance with the recommendation of the Authority's Consulting Engineer. (open cut)
2. Resolution approving the Preliminary Authority Budget for the period of June 1, 2020 to May 31, 2021.
3. Resolutions for the Administrative Staff for Cost of Living Adjustments (COLA) as applicable:
  - Scott Nocero – Operations Manager
  - Tina Lee – Billing Clerk
4. Resolutions for Administrative Staff for merit adjustments
  - Apryl Roach – Administrative Manager
  - Joseph Danielsen – Special Project Manager
  - Jenny Knapp – Bookkeeper
  - Vanessa Mangual – Receptionist / Administrative Assistant
  - Christian Santiago – Staff Engineer
  - Mary Ann Sokolowski – Billing Clerk
5. Resolution authorizing the execution of a Memorandum of Agreement and a subsequent Collective Bargaining Agreement between the Franklin Township Sewerage Authority and United Service Workers Union, Local 255, IUJAT
6. Resolution authorizing the immediate implementation of a hiring freeze

**Other Items**

New Brunswick Water Update

7. Closed session: Yes
  - a. Union Contract
  - b. South Bound Brook Agreement
  - c. Merit/ COLA increases for non-union employees

**OPERATIONS REPORT** - Scott Nocero

Copies of the Operations Report were provided to the Board as follows:

**OPERATIONS REPORT  
MONTH OF MAY 2020**

**Pump Stations**

Routine pump station maintenance including valve exercising, alarm testing, lawn maintenance; and pump lubrications were performed. (Wet Well cleaning was performed as needed due to Covid-19)

All emergency generators were exercised in accordance with the State's Air Quality Program.

**Princeton Highlands P.S.:** Our staff replaced the failed Multitrode Probe level sensor in the wet well.

**Griggstown P.S.:** Found mixer from wet well failed; (burned up motor). FTSA will be moving forward with the use of the equipment demonstrated earlier in the year to replace the mixer with an aerator system, known as the "Wet Well Wizard".

**Somerset P.S.:** During the month, we started experiencing grinder fail alarms. After inspecting the unit, we found nothing wrong. After speaking with the manufacturer and the distributor, it was determined we should try and install a shielded cable to limit the harmonic noise in the power line. FTSA did such and it appears to have solved the problem.

Prepped and painted generator exhaust pipe with high heat paint (Black).

Brought in six (6) boulders to place each side of fenced in lot to prevent the driving of vehicles and ATV's on the adjacent property where we have an easement, making mud, leaving ruts and increasing potential liability.

**Six Mile Run P.S.:** Our staff found and repaired the starter issue that operate the sump pump controls.

**Wilson P.S.:** Following our control system going into back-up mode a number of times, we installed stilling wells around the multitrode level probes (2) to help eliminate grease and solids from forming on probes causing a ground and tripping the back-up system on. Since such time, we have not had any faults.

**Amwell P.S.:** Replaced the start level float ball that had gone bad. Installed a new flusher mix valve on pump #1.

**Rodney P.S.:** Replaced the plastic wire ties used to install the privacy fence along the retaining wall with fencing wire for a permanent repair.

All pump stations generators have been serviced by our staff.

### **Odor & Corrosion Control**

Evoqua performed their monthly service and inspection of our odor and corrosion control systems. All feed rates remained the same. No odor complaints for the month.

### **Developer/Inspection Related Issues**

During the month, our staff performed inspection of connections to our collection system at #3059 (Route 27) and at #114 Wade Ave. Final punch list was conducted as to our gravity manholes on Amwell Road related to the County paving project.

### **Collection System Related Issues**

**Gravity Sewer Flushing and CCTV Inspections have been suspended due to the COVID-19 Pandemic.**

Performed property restoration at #1 Dogwood Lane, where we performed a repair to the force main connection on the E-One Grinder Pump. (topsoil & seed)

Our staff cleared a short sewer easement at the dead end of Maxwell Lane out to Easton Ave. This was a request by Fire Prevention so as they could allow a developer to build a single-family home on an adjacent lot.

Our staff assisted the Board of Education with a drainage issue they were having around their turf field at the High School using our flusher/vac truck. Joe Carreta, the head of maintenance department was very thankful for our assistance.

Performed manhole inspections on the roads affected by the Township's Road Paving Projects that happened throughout this year.

### **Complaint and Alarm Disposition**

During the month, our staff responded to several concerns for slow draining sewers. In all but one case, the stoppage was found to be on the resident's side of the service; in each case, they were advised to contact a plumber. Our crew responded to two (2) after hour alarms at Somerset Street P.S. for the issue with the grinder. Each call-out assisted us with the process of elimination as to what the real issue was.

### **Safety**

There were no accidents or injuries for the month of May 2020.

Maintenance staff was brought back to full crew on May 26<sup>th</sup>, with the understanding that we would be splitting the crews start times by a half (1/2) hour which obviously relates to the same at lunch time and end of shift. This practice was introduced so as not to have all fourteen (14) employees cluttered in a small area at once.

### Connections

Current Months Connections:	30
Total to Date:	239.50
Anticipated for the Fiscal year:	372

### **COMMITTEE REPORTS:**

#### **NEGOTIATIONS / PERSONNEL COMMITTEE**

Chairman Galtieri said there are items to be covered during the Executive Session.

#### **MUNICIPAL LIAISON COMMITTEE**

Mr. Anbarasan spoke with regards to Bennetts Lane and sewerage services in the distant future.

Mr. Anbarasan also shared information, with regards to public interest, that there would be a shredding event on June 13, 2020 and the Authority would assist by hosting the event.

#### **CONSTRUCTION COMMITTEE**

Mr. Anbarasan said there were no updates to report.

#### **SAFETY COMMITTEE**

Chairman Galtieri said that this was covered during the Operations Report by Mr. Nocero.

### APPROVAL OF RESOLUTIONS

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

Chairman Galtieri 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 Chair 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.

Payroll Account \$ 212,093.84

Operating Expense Account \$ 283,829.20

Renewal and Replacement \$ 107,549.04



North Tract Crossing \$ 682.50

Escrow \$ 390.00

Mr. Tiwari made a motion to approve the Consent Agenda, seconded by Mr. Anbarasan.

A roll call was taken as follows:

VOTE:	Mr. Alcazar (Alt. #1)	-	Not eligible to vote
	Mr. Anbarasan	-	Aye
	Ms. DeVeaux	-	Aye
	Ms. Ford	-	Aye
	Mr. Schmidt (Alt. #2)	-	Not eligible to vote
	Mr. Tiwari	-	Aye
	Chairman Galtieri	-	Aye

**FRANKLIN TOWNSHIP SEWERAGE AUTHORITY**

**RESOLUTION**

06022020 - 6

**RESOLUTION APPROVING CHANGE ORDER NO. 1 TO THE CONTRACT  
WITH DULAINE CONTRACTING, INC. FOR THE HAMILTON STREET  
PUMP STATION PROJECT**

**WHEREAS**, the Township of Franklin Sewerage Authority, a public body corporate and politic of the State of New Jersey, was created pursuant to the Sewerage Authorities Law, N.J.S.A. 40:14A-1 et. seq. for the purposes of managing, operating, maintaining and improving certain sewerage facilities and apparatus located in the Township of Franklin (hereinafter referred to as the "Authority"); and,

**WHEREAS**, the Authority awarded a contract for construction services to Dulaine Contracting, Inc., whose principal place of business is located at P.O. Box 526, Gladstone, New Jersey 07934 (hereinafter referred to as "Dulaine"), for the construction of the Hamilton Street Pump Station Project (hereinafter referred to as the "Project"); and,

**WHEREAS**, Dulaine has made a claim under the Contract for differing site conditions associated with the Project; and,

**WHEREAS**, Joseph Gemmell, P.E. and David H. Coats, P.E. of CME Associates, the Authority's Consulting Engineer; on this Project, have reviewed Dulaine's differing site conditions claim and have negotiated a resolution of same, whereby the three (3) crossings of Hamilton Street will be changed to open cut excavated crossings in lieu of the trenchless approach that was set forth in the original Bid; and,

**WHEREAS**, the proposed change to the Contract will be implemented without any increase to the Contract amount; and,

**WHEREAS**, Dulaine has agreed that its claim for differing site conditions will be withdrawn in full and that no present and/or future compensation will be due to Dulaine for any claimed costs related to differing site conditions, the construction of the trenchless crossings, and/or any investigations or other work related to same; and,

**WHEREAS**, Dulaine has further agreed that any time extension to the Contract that may be required will also be without any additional compensation to Dulaine and will be addressed in a subsequent Change Order; and,

**WHEREAS**, in consideration of the withdrawal of Dumaine's claims and the additional cost related to the open cut method for the crossings, the Authority's Consulting Engineer has recommended that a Change Order be approved for the three (3) crossings and all related work; and,

**WHEREAS**, the proposed costs and details of the work for the proposed Change Order are presented in a Memorandum from the Authority's Consulting Engineer, dated May 20, 2020; and,

**WHEREAS**, Authority General Counsel, Eric M. Bernstein, Esq. of the offices of Eric M. Bernstein & Associates, L.L.C. has reviewed the Authority's Consulting Engineer's submission and accepts same based on the recommendations of the Authority's Consulting Engineer.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Franklin Township Sewerage Authority, County of Somerset, State of New Jersey that the Board of Commissioners does hereby approve Change Order No. 1 to the Contract with Dulaine Contracting, Inc. for the construction of the Hamilton Street Pump Station Project in accordance with the recommendation of the Authority's Consulting Engineer.

**BE IT FURTHER RESOLVED** that the Executive Director is hereby authorized to execute any and all documents necessary to effectuate Change Work Order No. 1 without the need for any further action of this Board of Commissioners.

**BE IT FURTHER RESOLVED** that the award is made pursuant to and consistent with the Local Public Contracts Laws of the State of New Jersey.

**Offered by: Mr. Anbarasan**

**Seconded by: Ms. Ford**

<b>VOTE:</b>	Mr. Alcazar (Alt. #1)	-	Not eligible to vote
	Mr. Anbarasan	-	Aye
	Ms. DeVeaux	-	Aye
	Ms. Ford	-	Aye
	Mr. Schmidt (Alt. #2)	-	Not eligible to vote
	Mr. Tiwari	-	Aye
	Chairman Galtieri	-	Aye

**RESOLUTION**  
06022020 - 7

**RE: APPROVAL OF PRELIMINARY BUDGET**

**WHEREAS**, the Preliminary Budget is approved for the period of June 1,

2020 to May 31, 2021, as attached hereto and made a part hereof.

WHEREAS, a Public Hearing on the introduction of said Budget was held on June 2, 2020.

NOW, THEREFORE, BE IT RESOLVED by the Township of Franklin Sewerage Authority in the County of Somerset that said budget is hereby approved for introduction; and,

BE IT RESOLVED that the budget will be set down for a public hearing and possible adoption by the Board on July 7, 2020.

BE IT RESOLVED that copies of said budget shall be filed with the New Jersey State Department of Community Affairs, Division of Local Government Services.

Offered by: Mr. Anbarasan

Seconded by: Ms. DeVeaux

VOTE:	Mr. Alcazar (Alt. #1)	-	Not eligible to vote
	Mr. Anbarasan	-	Aye
	Ms. DeVeaux	-	Aye
	Ms. Ford	-	Aye
	Mr. Schmidt (Alt. #2)	-	Not eligible to vote
	Mr. Tiwari	-	Aye
	Chairman Galtieri	-	Aye

**RESOLUTION**

06022020 - 8

**RE: SALARY INCREASE FOR OPERATIONS MANAGER**

WHEREAS, the Commissioners of the Franklin Township Sewerage Authority in the County of Somerset, as per the recommendation of the Executive

**Director, have decided to increase the Operations Manager Salary.**

**WHEREAS, said recommendation of a two (2%) percent COLA for the Operations Manager salary, become effective June 1, 2020.**

**NOW, THEREFORE, BE IT RESOLVED that Scott Nocero' s salary shall be adjusted, effective June 1, 2020, by a two (2%) percent salary increase.**

**Offered by: Ms. Ford**

**Seconded by: Mr. Anbarasan**

VOTE:	Mr. Alcazar (Alt. #1)	-	Not eligible to vote
	Mr. Anbarasan	-	Aye
	Ms. DeVeaux	-	Aye
	Ms. Ford	-	Aye
	Mr. Schmidt (Alt. #2)	-	Not eligible to vote
	Mr. Tiwari	-	Aye
	Chairman Galtieri	-	Aye

**RESOLUTION**  
06022020 - 9

**RE: SALARY INCREASE FOR BILLING CLERK**

**WHEREAS, the Commissioners of the Franklin Township Sewerage Authority in the County of Somerset, as per the recommendation of the Executive Director, have decided to increase the Billing Clerk Salary**

**WHEREAS, said recommendation of a two (2%) percent COLA for the Billing Clerk, become effective June 1, 2020.**

**NOW, THEREFORE, BE IT RESOLVED that Tina Lee's salary shall be adjusted, effective June 1, 2020, by a two (2%) percent salary increase.**

**Offered by: Ms. Ford**

**Seconded by: Mr. Anbarasan**

VOTE:	Mr. Alcazar (Alt. #1)	-	Not eligible to vote
	Mr. Anbarasan	-	Aye
	Ms. DeVeaux	-	Aye
	Ms. Ford	-	Aye
	Mr. Schmidt (Alt. #2)	-	Not eligible to vote
	Mr. Tiwari	-	Aye
	Chairman Galtieri	-	Aye

**RESOLUTION**

06022020 – 10

**RE: SALARY INCREASE FOR ADMINISTRATIVE MANAGER**

**WHEREAS, the Commissioners of the Franklin Township Sewerage Authority in the County of Somerset, as per the recommendation of the Executive Director, have decided to increase the Administrative Manager Salary with a merit increase.**

**NOW, THEREFORE, BE IT RESOLVED that Apryl Roach's salary shall be adjusted, effective June 1, 2020, by a three (3%) percent merit increase.**

**Offered by: Ms. Ford**

**Seconded by: Mr. Anbarasan**

VOTE:	Mr. Alcazar (Alt. #1)	-	Not eligible to vote
	Mr. Anbarasan	-	Aye
	Ms. DeVeaux	-	Aye
	Ms. Ford	-	Aye
	Mr. Schmidt (Alt. #2)	-	Not eligible to vote
	Mr. Tiwari	-	Aye
	Chairman Galtieri	-	Aye

**RESOLUTION**

06022020 – 11

**RE: SALARY INCREASE FOR BOOKKEEPER**

**WHEREAS, the Commissioners of the Franklin Township Sewerage Authority in the County of Somerset, as per the recommendation of the Executive Director, have decided to increase the Bookkeeper Salary with a merit increase.**

**NOW, THEREFORE, BE IT RESOLVED that Jenny Knapp's salary shall be adjusted, effective June 1, 2020, by a two point five (2.5%) percent salary increase.**

**Offered by: Ms. Ford**

**Seconded by: Mr. Anbarasan**

<b>VOTE:</b>	Mr. Alcazar (Alt. #1)	-	Not eligible to vote
	Mr. Anbarasan	-	Aye
	Ms. DeVeaux	-	Aye
	Ms. Ford	-	Aye
	Mr. Schmidt (Alt. #2)	-	Not eligible to vote
	Mr. Tiwari	-	Aye
	Chairman Galtieri	-	Aye

**RESOLUTION**

06022020 – 12

**RE: SALARY INCREASE FOR RECEPTIONIST / ADMINISTRATIVE ASSISTANT**

**WHEREAS, the Commissioners of the Franklin Township Sewerage Authority in the County of Somerset, as per the recommendation of the Executive Director, have decided to increase the Administrative Assistant Salary with a merit increase.**

**NOW, THEREFORE, BE IT RESOLVED that Vanessa Mangual's salary**

shall be adjusted, effective June 1, 2020, by a two point five (2.5%) percent salary increase.

Offered by: Ms. Ford

Seconded by: Mr. Anbarasan

VOTE:	Mr. Alcazar (Alt. #1)	-	Not eligible to vote
	Mr. Anbarasan	-	Aye
	Ms. DeVeaux	-	Aye
	Ms. Ford	-	Aye
	Mr. Schmidt (Alt. #2)	-	Not eligible to vote
	Mr. Tiwari	-	Aye
	Chairman Galtieri	-	Aye

**RESOLUTION**

06022020 – 13

**RE: SALARY INCREASE FOR STAFF ENGINEER**

**WHEREAS, the Commissioners of the Franklin Township Sewerage Authority in the County of Somerset, as per the recommendation of the Executive Director, have decided to increase the Staff Engineer Salary with a merit increase.**

**NOW, THEREFORE, BE IT RESOLVED that Christian Santiago's salary shall be adjusted, effective June 1, 2020, by a two point five (2.5%) percent salary increase.**

Offered by: Ms. Ford

Seconded by: Mr. Anbarasan

VOTE:	Mr. Alcazar (Alt. #1)	-	Not eligible to vote
	Mr. Anbarasan	-	Aye
	Ms. DeVeaux	-	Aye
	Ms. Ford	-	Aye
	Mr. Schmidt (Alt. #2)	-	Not eligible to vote



Mr. Tiwari - Aye  
Chairman Galtieri - Aye

**RESOLUTION**  
06022020 – 14

**RE: SALARY INCREASE FOR BILLING CLERK**

**WHEREAS, the Commissioners of the Franklin Township Sewerage Authority in the County of Somerset, as per the recommendation of the Executive Director, have decided to increase the Billing Clerk Salary with a merit increase.**

**NOW, THEREFORE, BE IT RESOLVED that Mary Ann Sokolowski's salary shall be adjusted, effective June 1, 2020, by a two point five (2.5%) percent salary increase.**

**Offered by: Ms. Ford**

**Seconded by: Mr. Anbarasan**

<b>VOTE:</b>	Mr. Alcazar (Alt. #1)	-	Not eligible to vote
	Mr. Anbarasan	-	Aye
	Ms. DeVeaux	-	Aye
	Ms. Ford	-	Aye
	Mr. Schmidt (Alt. #2)	-	Not eligible to vote
	Mr. Tiwari	-	Aye
	Chairman Galtieri	-	Aye

**RESOLUTION**  
06022020 – 16

**RESOLUTION AUTHORIZING THE EXECUTION OF A MEMORANDUM OF AGREEMENT BETWEEN THE FRANKLIN TOWNSHIP SEWERAGE AUTHORITY AND UNITED SERVICE WORKERS UNION, LOCAL 255, IUJAT.**

---

**WHEREAS**, the Sewerage Authority of the Township of Franklin (the “Authority”), a public body corporate and politic of the State of New Jersey, was created pursuant to the Sewerage Authorities Law, N.J.S.A. 40:14A-1 et. seq. for the purposes of managing, operating, maintaining and improving certain sewerage facilities and apparatus located in the Township; and,

**WHEREAS**, the Authority and United Service Workers Union, Local 255, IUJAT (the “Union”), the majority collective bargaining representative for various Authority employees have engaged in negotiations in an effort to arrive at a successor collective bargaining agreement to a contract that expired on May 31, 2020; and,

**WHEREAS**, the parties have arrived at a tentative agreement regarding the upcoming changes for a new collective bargaining agreement, which are set forth in a Memorandum of Agreement (“MOA”). The Authority now seeks authorization as to the MOA and the successor collective bargaining agreement.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Sewerage Authority of the Township of Franklin that the Board Chairman and Board Secretary are authorized to execute the MOA once the parties have finalized same and the Union have executed the MOA.

**BE IT FURTHER RESOLVED** that the Board Chairman and Board Secretary are freely authorized to execute, on behalf of the Authority, a new collective bargaining agreement without further action of the Authority once all parties have finalized same.

**Offered by: Mr. Anbarasan**

**Seconded by: Ms. Ford**

VOTE:	Mr. Alcazar (Alt. #1)	-	Not eligible to vote
	Mr. Anbarasan	-	Aye

Ms. DeVeaux	-	Aye
Ms. Ford	-	Aye
Mr. Schmidt (Alt. #2)	-	Not eligible to vote
Mr. Tiwari	-	Aye
Chairman Galtieri	-	Aye

**RESOLUTION**  
06022020 – 17

**RESOLUTION AUTHORIZING THE IMMEDIATE IMPLEMENTATION OF A  
HIRING FREEZE.**

---

**WHEREAS**, the Sewerage Authority of the Township of Franklin (the “Authority”), a public body corporate and politic of the State of New Jersey, was created pursuant to the Sewerage Authorities Law, N.J.S.A. 40:14A-1 et. seq. for the purposes of managing, operating, maintaining and improving certain sewerage facilities and apparatus located in the Township; and,

**WHEREAS**, due to the financial and budgetary impact on the Authority associated with the COVID-19 pandemic and the State and Federal declarations of a major disaster throughout the State of New Jersey, the Authority finds it necessary to immediately implement a hiring freeze of any new employees or the filling of any vacancies across all Authority departments and positions.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Sewerage Authority of the Township of Franklin that a hiring freeze shall immediately be implemented with respect to the hiring of any new employees and the filling of any vacancies across all Authority departments and positions until such time as the Board of Commissioners may take further action to lift such hiring freeze.

**BE IT FURTHER RESOLVED** that no vacant position existing as of the date of this Resolution shall be filled and no new positions shall be created, except as may be authorized by further action of the Board of Commissioners.

**BE IT FURTHER RESOLVED** that said hiring freeze shall apply to all vacancies regardless of whether they are created by retirement, resignation, termination and/or otherwise.

**BE IT FURTHER RESOLVED** that the Authority's Executive Director and/or General Counsel are hereby directed and authorized to take any and all action necessary to effectuate the purposes and intent of this Resolution.

**Offered by: Ms. DeVeaux**

**Seconded by: Mr. Tiwari**

VOTE:	Mr. Alcazar (Alt. #1)	-	Not eligible to vote
	Mr. Anbarasan	-	Aye
	Ms. DeVeaux	-	Aye
	Ms. Ford	-	Aye
	Mr. Schmidt (Alt. #2)	-	Not eligible to vote
	Mr. Tiwari	-	Aye
	Chairman Galtieri	-	Aye

Mr. Bernstein announced that the Authority will go into Executive Session, pursuant to N.J.S.A. 10:4-12b as to (4) (collective bargaining negotiations between the Franklin Township Sewerage Authority and the United Services Workers Union, Local 255); (7) (attorney-client privilege); (8) personnel regarding the Operations Manager, Billing Clerk, Administrative Manager, Bookkeeper, Receptionist / Administrative Assistant, Staff Engineer, Billing Clerk and Special Project Manager. Mr. Bernstein said all have been provided RICE notices and have requested that this be in the Executive Session. Formal action will be taken at the conclusion of the Executive Session.

WHEREAS, items on the agenda fall under paragraphs 4, 7, and 8 of the Open Public Meeting Act of New Jersey, N.J.S.A. 10:4-12(b) and the public shall be excluded from this portion of the meeting. Public disclosures will be made available upon resolution of these matters and confidentiality is no longer necessary.

Chairman Galtieri asked for a motion to go into Executive Session.

Mr. Anbarasan made a motion to go into the Executive Session at 7:47 PM, seconded by Ms. DeVeaux.

A Roll Call was taken as follows:

VOTE:	Mr. Alcazar (Alt. #1)	-	Not eligible to vote
	Mr. Anbarasan	-	Aye
	Ms. DeVeaux	-	Aye
	Ms. Ford	-	Aye
	Mr. Schmidt (Alt. #2)	-	Not eligible to vote
	Mr. Tiwari	-	Aye
	Chairman Galtieri	-	Aye

Mr. Tiwari made a motion to come out of the Executive Session, seconded by Ms. Ford at approximately 8:22 P.M.

A Roll Call was taken as follows:

VOTE:	Mr. Alcazar (Alt. #1)	-	Absent
	Mr. Anbarasan	-	Aye
	Ms. DeVeaux	-	Aye
	Ms. Ford	-	Aye
	Mr. Schmidt (Alt. #2)	-	Not eligible to vote
	Mr. Tiwari	-	Aye
	Chairman Galtieri	-	Aye

**Mr. Bernstein made the following statement as the Board reentered for Open Session:**

Let the record reflect that all members of the Board of Commissioners of the Franklin Township Sewerage Authority present at the commencement of the Executive Session were present at the recommencement of the Public Session, as well as the Executive Director, General Counsel, the Authority Special Project Manager, and the Administrative Manager. All Board Members were present by video, as well as General Counsel and the Operations Manager. All other participants were in person at Authority headquarters.

Mr. Nocero was in the Executive Session (by video) for a portion of the meeting related to the South Bound Brook.

Mr. Bernstein said updates were provided to the Board by General Counsel as to the negotiations for a new agreement with South Bound Brook. The Board gave General Counsel direction regarding the same and no formal action needs to be taken.

There was a discussion involving Chairman Galtieri, Commissioner Anbarasan and General Counsel regarding the ongoing negotiations with Local 255 of the IUJAT regarding a new Collective Bargaining Agreement. Resolution 06022020-16

Mr. Anbarasan made a motion, seconded by Ms. Ford to approve Resolution 06022020-16.

VOTE:	Mr. Alcazar (Alt. #1)	-	Not eligible to vote
	Mr. Anbarasan	-	Aye

Ms. DeVeaux	-	Aye
Ms. Ford	-	Aye
Mr. Schmidt (Alt. #2)	-	Not eligible to vote
Mr. Tiwari	-	Aye
Chairman Galtieri	-	Aye

Finally, the Board had a discussion with the Executive Director relative compensation increases for the upcoming June 1, 2020 – May 31, 2021 fiscal year for various non-union employees as set forth in Resolutions 06022020-8 through 06022020-14. Resolution 06022020-15 is being removed and Mr. Regan will discuss this with the Special Project Manager. Mr. Bernstein said the resolutions are being approved based on the recommendations of the Executive Director.

Ms. Ford made a motion, seconded by Mr. Anbarasan to approve Resolution 06022020-8 through Resolution 06022020-14.

VOTE:	Mr. Alcazar (Alt. #1)	-	Not eligible to vote
	Mr. Anbarasan	-	Aye
	Ms. DeVeaux	-	Aye
	Ms. Ford	-	Aye
	Mr. Schmidt (Alt. #2)	-	Not eligible to vote
	Mr. Tiwari	-	Aye
	Chairman Galtieri	-	Aye

Chairman Galtieri thanked Mr. Regan for his services as the Executive Director and wished him well during his retirement.

Chairman Galtieri asked for a motion to adjourn.

Mr. Tiwari made a motion to adjourn the meeting at 8:28 PM, seconded by Ms. Ford.

All Commissioners present voted "Aye".

Respectfully submitted,

*Apryl L. Roach*

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