

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

May 1, 2018

A meeting of the Township of Ocean Sewerage Authority was held on the above date at the Authority Administration Building, 224 Roosevelt Avenue, Oakhurst, New Jersey.

Present: Bernhardt, Galvin, Stubbs, Theodora, Villapiano
Others: Attorney John Bonello, Executive Director Bill Schmeling,
 Operations Manager Edward Kwityn, Secretary Ruth Finn

Chairman Galvin called the meeting to order.

All recited The Pledge of Allegiance.

The Chairman announced that the Meeting was being held in conformance with the Open Public Meetings Act of 1975 and that adequate notice has been duly posted where required and mailed to the Asbury Park Press and the Coaster in accordance with the law.

WORK SESSION

Director Schmeling noted that William Gettings and Ed Barboe, representatives of Hazen and Sawyer, were present at the meeting and would give a report with regard to the outfall line replacement. The representatives advised that they have prepared the draft design for the new outfall pipe. William Gettings noted that the line from the manhole out 1,220 feet is still good, so basically the new line will go out from that point. He provided information and drawings from the borings and survey work that was done. He advised that they consulted with Hall and Associates to obtain their input and they have determined that it is not necessary to have a wye at the end of the outfall pipe. In accordance with the hydrodynamic modeling only one leg will be required and that leg should be installed in a southerly direction. He noted that they recommend the use of high-density polyethylene for the pipe, which will provide a longer life. The design should be completed shortly and TOSA should be able to go out to bid in June, award in July and start construction in August with possible completion in 2019.

Executive Director's Report. Director Schmeling reminded the members that the Auditor had suggested that someone be hired to reconcile the TOSA accounts. Auditor Kaplan estimated that it would take approximately four hours per month to perform this work. He contacted three companies in Monmouth County and has received some cost estimates. He will follow up on this and hire one of the companies.

The director reported that he had a telephone conference with EIT with regard to financing for Interlaken pump station work. Mr. Schmeling noted that TOSA couldn't proceed with this project until Monmouth County finishes their bulkhead on the Loch Arbour-Asbury Park Main Street Bridge.

The State has approved the figures for the audit, and the audit will be presented at the June meeting.

Attorney's Report. Mr. Bonello provided information relative to the suit filed by Two Rivers Water Reclamation Authority against the State of New Jersey. Two Rivers contends that the new legislation passed by the State would prohibit future increases in some of their contracts, thus invalidating some of their existing contracts that provide for moderate future increases. TOSA is concerned due to contracts with customer municipalities that likewise provide for moderate future increases.

Engineer's Report. It was not necessary to have the engineers present at this meeting, as there was nothing new to report at this time.

Atlas Copco repaired compressor #2, which had a bad oil vent.

Atlas Copco did yearly service on all compressors.

Met with several people for chemicals for cooling tower for the process air system.

Clarifier #1 had gearbox, chain and sprockets replaced.

DEP inspection this month started correcting issues already before report received.

Worked all month working on everyday issues with Unox system.

Installed a polymer feed system to the clarifiers. It is doing its job.

Operations:

During the DEP inspection we were asked to install flow meters on the process water system and pad wash-down hydrant. This is for our beneficial reuse permit. These meters have been ordered.

There was an issue with the storm water permit on my end. Terry explained and issue was corrected.

We had our JIF inspection, 1 issue at Norwood P/S.

BioAir was here for pre-construction meeting for new odor control system.

Sent Greely and Hanson lab data they needed for flow study.

Signed 2 supervisor personnel up for Supervisor training given by MEL. They will be going to it in the fall.

Collection System:

JIF issue at Norwood P/S was bad confined space signs. Issue was corrected.

Jetted Monmouth Rd from Lake to Park. Jetted Logan Rd from Sunset to Hwy. 35. Jetted and cleaned N. Wanamassa Ave. from sewer collapse.

Cleaned the following easements Patterson and Fredrick. Also cut down trees that were in the way.

Mud was coming into plant due to the heavy rains on April 16. Traced back to Toll Brothers development. Had them plug their lines. Cleaned transducer tubes and main pump building and cleaned primary tanks # 1 and # 2.

Checked out lateral at 1122 Brower Blvd. homeowner issue.

Cleaned Whalepond # 1 pump of rags.

Cleaned all pump station wet wells.

RESOLUTIONS

18 – 43

AUTHORIZING ADJUSTMENT TO ACCOUNT NUMBER 18688-0

WHEREAS, the property located at 250 Norwood Avenue is identified as sewer account number 18688-0, which is billed for five (5) units; and

WHEREAS, the 2017 compound water reading use for account number 18688-0 was 758,000 gallons; and

WHEREAS, one of the water readings covered a three year period which results in an average water reading of 122,000 gallons per year; and

WHEREAS, the average use of standard meter results in an overall usage for 2017 of 512,000 gallons; and

WHEREAS, usage of 512,000 gallons results in an excess usage amount of 147,000 gallons and an excess bill of \$926.10.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby authorizes that the water usage for account number 18688-0 be adjusted to 512,000 gallons for 2017 resulting in an excess usage charge of \$926.10, and 2018 quarterly bills of \$806.44.

18 - 44

AUTHORIZING EXECUTIVE DIRECTOR TO PREPARE A COMPETITIVE CONTRACTING PROPOSAL FOR REMOVAL FROM AND INSTALLATION OF MOLECULAR SIEVE IN THE COOLING TOWER

WHEREAS, the Authority's contractor providing maintenance services for its oxygen production and distribution system has determined that the molecular sieve in the cooling tower is beyond its useful life and contaminated; and

WHEREAS, the Authority has contacted several vendors to determine a price and method for removal of the existing molecular sieve and the installation of new molecular sieve; and

WHEREAS, the price for this work exceeds \$40,000; and

WHEREAS, the Authority has been presented with several different methods to accomplish the task making it impossible to prepare adequate specifications protecting the Authority.

THEREFORE, BE IT RESOLVED the Township of Ocean Sewerage Authority hereby authorizes the Executive Director to prepare a competitive contracting proposal for the removal and installation of molecular sieve in the cooling tower.

18 – 45

AUTHORIZING AMENDMENTS TO AUTHORITY'S RULES AND REGULATIONS

BE IT RESOLVED that the Township of Ocean Sewerage Authority's Rules and Regulations are amended as indicated on the attached sheets (underline for additions, strikethrough for deletions).

2.2.1 Preliminary Application Fee.

The Applicant shall submit a Preliminary Application Fee in the amount of Two Hundred ~~Fifty~~ Dollars (~~\$250~~ \$200) plus Ten Dollars (\$10) per Service Unit together with the Preliminary Application in duplicate prior to the Authority's Engineer reviewing the Application. In addition, the Applicant shall submit a design review fee escrow in the amount of One Thousand Dollars (\$1,000). In the event the Authority's Engineer's actual design review costs exceed the design review fee, the Applicant shall be responsible for the additional design review costs.

2.3.1 Tentative Application Fee.

The Applicant shall submit a Tentative Application Fee in the amount of ~~Five~~ Hundred Dollars (\$500) plus Ten Dollars (\$10) per Service Unit together with the Tentative Application in duplicate prior to the Authority's Engineer reviewing the Application. In addition, the Applicant shall submit a design review fee escrow in the amount of One ~~Two~~ Thousand Dollars (~~\$2,000~~ \$1,000); if a pump station is proposed as part of the development, an additional One Thousand Dollars (\$1,000) design review fee escrow shall be paid with the Tentative Application. In the event the Authority's

Engineer’s actual design review costs exceed the design review fee, the Applicant shall be responsible for the additional design review costs.

2.4.1 Final Application Fee.

The Applicant shall submit a Final Application Fee in the amount of Five Hundred Dollars (\$500) plus Ten Dollars (\$10) per Service Unit together with the Final Application in duplicate prior to the Authority’s Engineer reviewing the Application. In addition, the Applicant shall submit a design review fee escrow in the amount of One ~~Three~~ Thousand Dollars (~~\$3,000~~ \$1,000); if a pump station is proposed as part of the development, an additional ~~One Two~~ Thousand Dollars (~~\$2,000~~ \$1,000) design review fee escrow shall be paid with the Final Application. In the event the Authority’s Engineer’s actual design review costs exceed the design review fee, the Applicant shall be responsible for the additional design review costs.

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AUTHORIZING AWARD OF A CONTRACT TO INDUSTRIAL SERVICES COMPANY FOR COOLING TOWER MAINTENANCE

WHEREAS, the PSA system is integral to the proper operation of the treatment process at the Authority’s treatment plant; and

WHEREAS, the cooling tower is an important component of the PSA system; and

WHEREAS, the Authority has determined that periodic maintenance of the cooling tower should be undertaken; and

WHEREAS, the Authority has obtained quotes from two vendors who have examined and inspected the cooling tower; and

WHEREAS, the Authority’s Executive Director has certified in writing that funds exist for this contract in UNOX maintenance (line number 01-60-600-361).

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority hereby authorizes a contract with Industrial Services Company for cooling tower maintenance for the period May 1, 2018 to April 30, 2019 at an hourly rate of \$95 per man-hour during regular working hours (Monday through Friday, 8:30 am to 5:00 pm) and at an hourly rate of \$120 for overtime and holidays, plus \$250 for each service and inspection visit.

VOTE ON CONSENT ITEMS:

Roll Call: Bernhardt, Galvin, Stubbs, Theodora, Villapiano
Yes Yes Yes Yes Yes

INDIVIDUAL ACTION:

Resolution

Mr. Bernhardt offered the following resolution and moved its adoption. Mr. Galvin seconded the motion.

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AUTHORIZING AMENDMENT TO GREELEY AND HANSEN CONTRACT TO PERFORM CONSULTING ENGINEERING SERVICES RELATED TO A COMPUTER MAINTENANCE MANAGEMENT PROGRAM

WHEREAS, the Authority previously awarded a contract to Greeley and Hansen to perform engineering services related to a computer maintenance management program; and

WHEREAS, a portion of the services involved cataloging O&M manuals for the equipment populating the computer maintenance management program; and

WHEREAS, Greeley and Hansen has determined that is a large number of missing O&M manuals for equipment; and

WHEREAS, Greeley and Hansen has provided the Authority with a proposal dated April 17, 2018 to obtain and create the missing O&M manuals for a lump sum price of \$11,500.

WHEREAS, the Executive Director of the Authority has certified that there are funds available for this work from the Authority’s GL Reserves under computer hardware and software (01-500-00-017) and the 2018 budget line item for engineering (01-50-500-313).

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby authorizes an amendment to the Greeley and Hansen contract for engineering services related to a computer maintenance management program in an amount of \$11,500 in accordance with its proposal dated April 17, 2018.

Roll Call: Bernhardt, Galvin, Stubbs, Theodora, Villapiano
No No No No No

Resolution

Mr. Theodora offered the following resolution and moved its adoption. Mr. Bernhardt seconded the motion.

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**AUTHORIZING CONTRACT WITH LUCITY FOR A
COMPUTER MAINTENANCE MANAGEMENT PROGRAM**

WHEREAS, the Authority previously awarded a contract to Greeley and Hansen to perform engineering services related to a computer maintenance management program; and

WHEREAS, a portion of the services involved obtaining information on various computer maintenance management programs; and

WHEREAS, Greeley and Hansen reviewed information on ten (10) different vendors and provided the Authority with a comparison worksheet and narrative; and

WHEREAS, after reviewing the information provided by Greeley and Hansen, the Authority pared the vendors to two: Lucity and Mainsaver; and

WHEREAS, after computer demonstrations by each vendor of how their program would be used in the field, the Authority’s staff preferred Lucity’s program over Mainsaver’s; and

WHEREAS, the Executive Director has certified in writing there are funds available for this contract from asset management reserves for computer hardware and software (01-500-00-017) and the SCADA improvements (01-50-00-018).

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby authorizes an amendment to the Greeley and Hansen contract for engineering services related to a computer maintenance management program in an amount of \$11,500 in accordance with its proposal dated April 17, 2018.

Roll Call: Bernhardt, Galvin, Stubbs, Theodora, Villapiano
Yes Yes Yes Yes Yes

Resolution

Mr. Theodora offered the following Resolution and moved its adoption. Mr. Stubbs seconded the motion.

RESOLUTION DECLARING CLOSED SESSION

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances, and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority as follows:

1. The Public shall be excluded from discussion of and action upon the hereinafter-specified subject matters.

2. The general nature of the subject matter to be discussed is as follows:

Potential litigation

3. It is anticipated at this time that the above stated subject matter would be made public when matters are resolved.

This resolution shall take effect immediately.

Roll Call: Bernhardt, Galvin, Stubbs, Theodora, Villapiano

Yes Yes Yes Yes Yes

There being no further business to come before the Authority, Mr. Villapiano moved that the meeting be adjourned. Mr. Theodora seconded the motion and all voted in favor of adjournment.

Respectfully submitted,

RALPH E. STUBBS, Secretary