

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

August 7, 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: Galvin, Theodora, Villapiano
Absent: Bernhardt, Stubbs
Others: Attorney John Bonello, Executive Director William Schmeling,
Operations Manager Ed 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

Executive Director's Report. Director Schmeling reported that the bid opening date for the Ocean Outfall Replacement was rescheduled for August 14th. He advised that TOSA received the Waterfront Development Permit modification, which contained a requirement for obtaining a tidelands grant or license. He noted that TOSA obtained a license in the 1990's, but it does not cover the work to be done in the current outfall replacement project. He spoke with Bill Gettings, and he thinks we should try to get a waiver because we were not told about this at the initial meetings with the State.

He reported that Lucas has completed all the paving.

The sampling program that Greeley and Hansen is requiring as part of their process study will cost approximately \$25,000. Jennifer Crumley questions some of the sampling locations and the need for all the samples. Prior to the start of the sampling we will have a meeting with Greeley and Hansen and staff to discuss the proposed sampling plan.

The BioAir odor control installation is progressing and they plan to start up the unit on Thursday.

Mr. Schmeling provided a review of the resolutions.

There was some discussion relative to the changes to the Employees Handbook. The Executive Director advised that the changes were in accordance with a directive from the JIF.

The members determined that it was necessary to go into a Closed Session at this time.

Resolution

Mr. Villapiano offered the following Resolution and moved its adoption. Mr. Theodora 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: Galvin, Theodora, Villapiano
Yes Yes Yes

Following the Closed Session Meeting, Mr. Villapiano moved that the Closed Session portion of the meeting be adjourned and the regular meeting resumed. Mr. Theodora seconded that motion and all voted in favor of adjournment.

Attorney’s Report. Mr. Bonello had nothing additional to report at this time.

Engineer’s Report. It was not necessary to have the engineers present at this meeting, as there were no questions from the Board and nothing new to report at this time.

Operation Manager’s Report. In Mr. Kwityn had nothing to add to his written report.

BUSINESS SESSION

Resolution

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

**RESOLUTION 18 - 67
BILL LIST**

BE IT RESOLVED by the Township of Ocean Sewerage Authority, in the County of Monmouth, New Jersey (not less than three (3) members affirmatively concurring) as follows:

- 1. All bills or claims as reviewed and approved by the Executive Director and as set forth in this Resolution are hereby approved for payment.

2. The authorized signers of checks are hereby authorized and directed to sign checks in the payment of bills and claims, which are hereby approved.

The computer printout of the list of bills will be on file in the Purchasing Agent’s Office.

CURRENT FUND	\$ 258,670.54
REVIEW and INSPECTION	1,268.75
RENEWAL and REPLACEMENT	320,477.50
EIT and CONSTRUCTION	416,382.12
PAYROLL ACCOUNT	<u>100,485.96</u>
TOTAL BILLS PAYABLE	\$1,097,284.87

Roll Call: Galvin, Theodora, Villapiano

Yes Yes Yes

CONSENT AGENDA

Mr. Villapiano moved the approval of the Minutes, the Operation Managers Report and the adoption of Resolutions 18-68, 18-69 and 18-71 through 18-80 (with the exception of 18-79, which will be held until the September meeting) as a Consent Agenda. Mr. Theodora seconded the adoption of the Consent Agenda.

- a. Approval of Minutes of July 3, 2018 regular meeting and July 25, 2018 special meeting.
- b. Motion to receive and file Operation Manager’s Report.

Operations Managers Report
For August 2018

Plant:

Bio-Air odor control still being installed with a completion date of Aug. 10
 Replaced hose on drum pump 1. Need to fix case seal now, waiting for parts.
 Molecular Sieve arrived on August 1, 2018. Replacement will begin the week of August 20.
 Continued adding magnesium hydroxide to thickener.
 Putting in potassium permanganate to holding tank for odors.

Operations:

I went to a three-day ICS 300 / 400 training. (Incident Command System)
 The intern finished on July 27. The only manholes left to be done are the major roadways in town. I would say more the 95 percent of manholes are now GPS and on town map.
 Got prices to upgrade plant computer system.
 Bob Ruland passed his C-1 exam. Jennifer Crumley passed her S-2 exam.

Collection System:

Cleaned all pump stations
 Jet and Vacuumed all problem areas in town
 Videoed storm drains for Ocean Twp. And Allenhurst.
 All paving done by Lucas should be completed by the time of August meeting.

RESOLUTIONS

18 - 68

AUTHORIZING PAYMENT IN THE AMOUNT OF \$226,012.50 TO BIOAIR SOLUTIONS, LLC FOR BIOLOGICAL ODOR CONTROL SYSTEM PROJECT

WHEREAS, the Authority awarded a contract for a biological odor control system (the "Project") to BioAir Solutions, LLC ("BioAir") in the amount of \$461,250 on March 6, 2018; and

WHEREAS, BioAir has performed work and ordered equipment and material for the Project; and

WHEREAS, BioAir has provided supporting documentation for a payment request of \$226,012.50.

THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby approves payment in the amount of \$226,012.50 to BioAir Solutions, LLC for the biological odor control system Project in accordance with Payment Request No. 2.

18 - 69

AUTHORIZING PAYMENT IN THE AMOUNT OF \$83,500 TO COUNTY OF MONMOUTH FOR FORCE MAIN RELOCATION AT BRIDGE O-11

WHEREAS, the Authority entered into a contract with the County of Monmouth for the relocation of the Authority's force main located on Bridge O-11 on May 23, 2014 (the "Contract"); and

WHEREAS, the force main has been relocated, and a second force main installed, in accordance with the Contract; and

WHEREAS, the County's Consulting Engineer provided an analysis of the Authority's cost under the Contract in a letter dated July 11, 2018; and

WHEREAS, the force mains have been in operation without any issues since on or about February 15, 2018.

THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby approves payment in the amount of \$83,500 to the County of Monmouth pursuant to the contract dated May 23, 2014 between the Authority and the County for the relocation of the force main on Bridge O-11.

18 - 71

AUTHORIZING AMENDMENTS TO EMPLOYEE HANDBOOK WITH POLICIES AND PROCEDURES

BE IT RESOLVED that the Township of Ocean Sewerage Authority Employee Handbook is amended in accordance with the revised pages attached hereto; and

BE IT FURTHER RESOLVED that the revisions shall take effect on August 8, 2018.

RESOLUTION 18 - 72

APPOINTMENT OF MEMBERS TO AUTHORITY SAFETY COMMITTEE

WHEREAS, the Authority values the safety and welfare of its employees; and

WHEREAS, the Authority seeks greater input from its employees with regard to safety concerns and protective measures within the Authority's system; and

WHEREAS, all the members of the existing Safety Committee with the exception of two have retired.

NOW, THEREFORE BE IT RESOLVED by the Township of Ocean Sewerage Authority that the following employees be appointed to the Safety Committee to serve without compensation with the Executive Director and Rich Roman: Vinnie D'Esposito, Tom DiOrio, Ed Kwityn and AJ Milmo.

18 - 73

AUTHORIZING APPROVAL OF CHANGE ORDER NUMBER 1 IN THE AMOUNT OF (\$39.50) AND PAYMENT IN THE AMOUNT OF \$300,014.37 TO LUCAS CONSTRUCTION GROUP, INC. FOR 2013 COLLECTION SYSTEM UPGRADES PROJECT

WHEREAS, the Authority awarded a contract for its 2013 Collection System Upgrades project to Lucas Construction Group, Inc. in the amount of \$4,575,575.00 (the "Project") on December 6, 2016; and

WHEREAS, Lucas has performed work and provided equipment and material for the Project; and

WHEREAS, due to changes in the quantities and scope of the Project, the contract requires a change order; and

WHEREAS, the Authority's engineer has prepared Change Order Number 1 in the amount of (\$37.50) to account for changes in quantities of the Project; and

WHEREAS, by letter dated August 1, 2018, the Authority's engineer has recommended payment in the amount of \$300,014.37 pursuant to its Payment Estimate No. 10.

THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby approves Change Order Number 1 in the amount of (\$37.50); and

BE IT FURTHER RESOLVED that the Township of Ocean Sewerage Authority hereby approves payment in the amount of \$300,014.37 to Lucas Construction Group for the 2013 Collection System Upgrades Project in accordance with Payment Estimate No. 10.

18 - 74

AUTHORIZING AWARD OF ONE-YEAR CONTRACT FOR ELECTRICAL DIAGNOSTIC, TROUBLESHOOTING AND REPAIR SERVICES TO ELECTRO MAINTENANCE INC.

WHEREAS, the Authority requires electrical diagnostic, troubleshooting and repair services; and

WHEREAS, an advertisement seeking bids for electrical diagnostic, troubleshooting and repair services ran on July 11, 2018 in the Asbury Park Press; and

WHEREAS, the Authority received one bid from Electro Maintenance Inc. on the return date of August 1, 2018; and

WHEREAS, the Executive Director of the Authority has certified that there are funds available for this work from the Authority's 2018 budget under contractor repairs (01-60-600-351 and 01-61-601-351).

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby awards a contract to Electro Maintenance Inc. for electrical diagnostic, troubleshooting and repair services at \$99.00 per hour for normal service work and \$148.50 per hour for overtime work for the period August 1, 2018 to July 31, 2019.

18 - 75

AUTHORIZING AWARD OF ONE-YEAR CONTRACT FOR PUMP REPAIRS, SERVICE AND SUPPLY TO PILOT ELECTRIC CO, INC.

WHEREAS, the Authority requires pump repairs, service and supply; and

WHEREAS, an advertisement seeking bids for pump repair, service and supply ran on July 11, 2018 in the Asbury Park Press; and

WHEREAS, the Authority received two bids on the return date of August 1, 2018; and

WHEREAS, the bid documents permitted the Authority to award a contract for providing service at the Authority's site and for providing service at the Bidder's site; and

WHEREAS, Pilot Electric Inc. submitted the lowest bid for providing service at the Authority's site in the amount of \$75.00 per hour and at Pilot's site in the amount of \$24.00 per hour with an equipment mark-up of eight percent (8%); and

WHEREAS, the Executive Director of the Authority has certified that there are funds available for this work from the Authority's 2018 budget under pumps (01-60-600-203 and 01-61-601-301).

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority awards a contract to Pilot Electrical Co., Inc. for pump repairs, service and supply at \$75.00 per hour for normal service and overtime work at the Authority's site and \$24.00 per hour for normal service and overtime work at Pilot Electrical Co., Inc.'s site for the period August 1, 2018 to July 31, 2019.

18 - 76

AUTHORIZING AWARD OF A TWO-YEAR CONTRACT FOR FURNISHING AND DELIVERY OF LIQUID OXYGEN TO PRAXAIR, INC. IN THE AMOUNT OF \$.74 PER ONE HUNDRED CUBIC FOOT

WHEREAS, the Authority requires services for supplying liquid oxygen at the Treatment Plant; and

WHEREAS, an advertisement seeking bids for supplying liquid oxygen ran on July 11, 2018 in the Asbury Park Press; and

WHEREAS, the Authority received two bids on the return date of August 1, 2018; and

WHEREAS, Praxair, the apparent low bidder, included an exception letter with their bid; and

WHEREAS, the Authority's General Counsel has determined the exceptions taken by Praxair do not materially affect the bid; and

WHEREAS, the bid documents provided for either a one- or two-year contract as determined by the Authority; and

WHEREAS, the Executive Director of the Authority has certified that there are funds available for this work from the Authority's 2017 budget under liquid oxygen (01-60-600-303).

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby awards a two-year contract to Praxair, Inc. for the furnishing and delivery of liquid oxygen at a price of \$.74 per 100 cubic foot.

18 - 77

AUTHORIZING AWARD OF A TWO-YEAR CONTRACT FOR FURNISHING AND DELIVERY OF SODIUM HYPOCHLORITE TO MIRACLE CHEMICAL COMPANY IN THE AMOUNT OF \$1.082 PER GALLON FOR THE FIRST YEAR AND \$1.171 PER GALLON FOR THE SECOND YEAR

WHEREAS, the Authority requires services for supplying sodium hypochlorite at the Treatment Plant; and

WHEREAS, an advertisement seeking bids for supplying sodium hypochlorite ran on July 11, 2018 in the Asbury Park Press; and

WHEREAS, the Authority received two bids on the return date of August 1, 2018; and

WHEREAS, the bid documents provided for either a one- or two-year contract as determined by the Authority; and

WHEREAS, the Executive Director of the Authority has certified that there are funds available for this work from the Authority's 2017 budget under sodium hypochlorite (01-60-600-304).

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby awards a two-year contract to Miracle Chemical Company for the furnishing and delivery of sodium hypochlorite at a price of \$1.082 per gallon for the first year and \$1.171 per gallon for the second year.

18 - 78

AUTHORIZING REFUND TO JIGLE ENTERPRISES, LLC FOR ACCOUNT NUMBER 18718-0

WHEREAS, Jigle Enterprises, LLC is the owner of 721 Auth Avenue in the Township of Ocean (account number 18718-0) (the "Property"); and

WHEREAS, Resolution 18-27 reduced the Property's water usage for 2017 so as to eliminate the excess usage adjustment bill resulting in a 2018 bill of \$920; and

WHEREAS, prior to the adjustment being made to the account, a direct debit for the amounts due for the 2017 usage adjustment and the 2018 first and second quarters were deducted from the Property owner's account in the amount of \$1,603.16; and

WHEREAS, the Property owner has requested a refund of the credit due after taking into account the 2018 billings.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes a refund of \$683.16 to Jigle Enterprises, LLC.

18 - 80

DECLARING ACCOUNT NUMBER 2281-0 INACTIVE

WHEREAS, account number 2281-0 is a residential property located at 49 Wanamassa Point Road in the Township of Ocean (the "Property"); and

WHEREAS, a Disconnection application was filed for the Property on June 22, 2018; and

WHEREAS, the property was disconnected from the Authority’s collection system on or about June 30, 2018.

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority that account number 2281-0 be declared inactive as of July 1, 2018; and

BE IT FURTHER RESOLVED that the 2018 third and fourth quarter charges on account number 2281-0 be removed.

VOTE ON CONSENT ITEMS:

Roll Call: Galvin, Theodora, Villapiano
Yes Yes Yes

INDIVIDUAL ACTION:

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

18 – 70

AUTHORIZING RETURN OF PERFORMANCE BOND, CASH GUARANTEE AND ESCROW MONEY FOR DEAL MANOR ESTATES - APPLICATION NUMBER 163

WHEREAS, Deal Manor Estates submitted an application for preliminary approval on or about June 20, 2008; and

WHEREAS, the Authority granted preliminary approval on July 1, 2008; and

WHEREAS, Deal Manor Estates submitted an application for tentative approval on or about August 7, 2008; and

WHEREAS, the Authority granted tentative approval on October 7, 2008; and

WHEREAS, Deal Manor Estates submitted an application for final approval on or about April 16, 2012; and

WHEREAS, the Authority granted final approval on June 7, 2012; and

WHEREAS, the Authority is holding a performance bond in the amount of \$60,625, a cash guarantee in the amount of \$6,768.64 as of June 25, 2018 and \$1,372.59 in escrow for inspection fees as of June 25, 2018; and

WHEREAS, the sewer collection system serving the development has operated without any significant issues since 2014; and

WHEREAS, CME Associates, the Authority’s review engineer, by email dated July 10, 2018 expressed no objection to the release of the escrows held by the Authority.

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority that Bond Number B1147159 in the amount of Sixty Thousand Six Hundred Twenty-Five Dollars (\$60,625.00) be released; and

BE IT FURTHER RESOLVED by the Township of Ocean Sewerage Authority that the cash guarantee and escrow for inspection fees be returned to Deal Manor Estates; and

BE IT FURTHER RESOLVED that any sewer improvements from this project in the public right-of-way are accepted by the Authority.

Roll Call: Galvin, Theodora, Villapiano
Abstain Yes Yes

Mr. Theodora offered the following resolution and moved its adoption. Mr. Villapiano 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:

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

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

Personnel

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: Galvin, Theodora, Villapiano
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