

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

April 3, 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

Executive Director's Report. The Director advised that he received two resumes from individuals who are interested in working this summer. One of the resumes was from a person who is currently attending Georgia Tech in the engineering program. The Director contacted her and found that she has had some experience with GIS. She would be available after May 22. TOSA has been interested in getting work done on a GIS program as well as other projects such as the Asset Management Plan, and she may be a good candidate for that work. However, in order to hire her TOSA would need to obtain GIS equipment. The Chairman suggested that we contact the Township about their GIS system. Mr. Schmeling will follow up on this matter.

There was discussion on the Asset Management Plan. Mr. Schmeling noted that Greeley and Hansen have a lot of information that would be helpful for this project including photos of TOSA equipment.

With regard to the outfall pipe, there is a picture of the design, which shows a change of the location of the leg from the north side to the south side of the pipe. The reason for the change is an analysis of the forces that would affect the pipe from the waves and wind, and the change would provide less strain on the pipe. Bill Hall examined this analysis and approved the change. Mr. Hall will include this in his final report and will provide a copy to TOSA for review.

Attorney's Report. Mr. Bonello said that he had nothing new to report.

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.

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

BUSINESS SESSION

The Executive Director provided a review of the resolutions on the agenda.

Resolution

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

**RESOLUTION 18 - 36
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	\$ 181,836.64
REVIEW and INSPECTION	175.00
RENEWAL and REPLACEMENT	15,278.74
EIT and CONSTRUCTION	55,717.19
PAYROLL ACCOUNT	289,171.45
Includes January, February and March transfers	
	\$ 542,179.02
TOTAL BILLS PAYABLE	\$ 542,179.02

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

CONSENT AGENDA

Mr. Theodora moved the approval of Minutes, the Operation Managers Report and the adoption of Resolutions 18-37 through 18-41 as a Consent Agenda, with the exception of Resolution 18-38, which was held for discussion. Mr. Bernhardt seconded the adoption of the Consent Agenda.

MINUTES:

March 6, 2018

OPERATON MANAGERS REPORT

Operations Managers Report
For March 2018

Plant:

Discharge piping from the thickener to holding tank clogged. The sludge got to thick and the hoses pumps could not pump it.
 High flows due to heavy rains.
 New heaters were installed in sludge building.
 Started getting together parts to install a polymer feed system for the clarifiers. This will be used only when needed. This will be installed in the PSA building in an unused corner out of the way. We will be doing all the work in house no contractors.

Operations:

Met with Asbury Park Fire Department, went over shared services agreement.
 Collections System Foreman reported a hop smell and golden water discharge in the Burkes line. The only place it could have been was Kane Brewery. We went out to remind them not to discharge anything that could be harmful to the plant.

Spoke to Longo about the gearboxes that are out for repair. They are having issues with the manufacture for the parts.

Spoke to EMI new VFD for RAS pump 3 is in. Main pump building heater due in soon. When both are in they will schedule for both to be installed.

Collection System:

Vacuumed and washed down all pump stations.

Cleaned the intersection of Deal Rd. and Stevens Rd.

Cleaned Burke's easement, Willow Dr. to Rt. 35, and Middlebrook easement.

Tv'ed 1121 Brower Blvd. for possible issue. Homeowner's problem.

Woszczak replaced lateral at 1319 Opdyke Ave. and fixed bad connection in the street at 26 Buckingham.

Waiting for 700 and 610 Auth Ave to be repaired. Cleaned both again to maintain until repaired.

Found what appeared to be a hops smell and golden water while cleaning Burke's line, reported it to Operations Manager.

CONSENT AGENDA RESOLUTIONS

18 - 37

AUTHORIZING GRANT OF PRELIMINARY APPROVAL FOR BURKE CONTRACTING YARD and OFFICE - APPLICATION NUMBER 186

WHEREAS, preliminary, tentative and final applications were submitted for Burke Contracting Yard and Office on or about October 24, 2017; and

WHEREAS, the Authority's engineer has recommended the granting of preliminary approval subject to conditions in its letter dated March 8, 2018.

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority that Preliminary approval is granted to Burke Contracting Yard and Office - application number 186, subject to compliance with the conditions set forth in CME Associates' letter dated March 8, 2018; and

BE IT FURTHER RESOLVED that the Authority's Executive Director is authorized to sign any forms required by the New Jersey Department of Environmental Protection relative to the providing of sewer service to the applicant's property.

18 - 39

AUTHORIZING ADJUSTMENT TO ACCOUNT NUMBER 18916-0

WHEREAS, Monmouth Property, LLC is the owner of 246 Monmouth Road in the Township of Ocean (account number 18916-0) (the "Property"); and

WHEREAS, water usage in 2017 for the Property was 351,000 gallons; and

WHEREAS, Monmouth Property, LLC has provided copies of water bills for the Property from January 7, 2017 to January 4, 2018, 2017; and

WHEREAS, the water bills show average monthly usage of 2,500 gallons except for July 8, 2017 to November 7, 2018; and

WHEREAS, the increased water usage is the result of a sprinkler system; and

WHEREAS, the average monthly usage without the sprinkler system would result in annual usage of 30,000 gallons, an amount less than the usage resulting in an excess usage charge.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes that the 2018 usage adjustment for account 18916-0 be reduced to zero; and

BE IT FURTHER RESOLVED that the 2018 annual service charge be reduced to \$460.

18 - 40
AUTHORIZING REFUND TO SUNSET VENTURES, LLC ON
ACCOUNT NUMBER 18901-0

WHEREAS, Sunset Ventures, LLC is the owner of 1750 Brielle Avenue in the Township of Ocean (account number 18901-0) (the “Property”); and

WHEREAS, water usage for the Property since 2010 has ranged from 46,000 gallons in 2012 and 2017 to 683,000 gallons in 2016 with an average annual usage of 174,625 gallons; and

WHEREAS, the 2017 usage of 46,000 gallons has resulted in a credit on the account of \$3,382.90; and

WHEREAS, the average annual usage, leaving out the high and low readings, would result in annual usage of 111,333 gallons, which would result in an excess usage charge of \$239.40.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes a refund of \$2,223.50 to Sunset Ventures, LLC.

18 - 41
AUTHORIZING REFUND TO THE ESTATE OF HELEN MURPHY ON
ACCOUNT NUMBER 817-0

WHEREAS, the Estate of Helen Murphy was the former owner of 3 Greenbrier Road Avenue in the Township of Ocean (account number 817-0) (the “Property”); and

WHEREAS, the payment of the quarterly annual service charges was accomplished through a direct debit from the Murphy’s account; and

WHEREAS, the Estate sold the Property on April 10, 2017; and

WHEREAS, the annual sewer service charge was adjusted through the second quarter 2017; and

WHEREAS, direct debits for the third and fourth quarter 2017 and first quarter 2018 annual service charges continued to be made from the Murphy’s account.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes a refund of \$345.00 to the Estate of Helen Murphy for direct debit withdrawals for the 2017 third and fourth quarter and 2018 first quarter annual service charges.

VOTE ON CONSENT ITEMS:

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

INDIVIDUAL ACTION:

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

18 - 38

AUTHORIZING GRANT OF PRELIMINARY APPROVAL FOR NORWOOD AVENUE HOLDINGS, LLC - APPLICATION NUMBER 187

WHEREAS, a preliminary application was submitted for Norwood Avenue Holdings, LLC on or about January 12, 2018; and

WHEREAS, the Authority’s engineer has recommended the granting of preliminary approval subject to conditions in its letter dated March 8, 2018.

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority that Preliminary approval is granted to Norwood Avenue Holdings, LLC - application number 187, subject to compliance with the conditions set forth in CME Associates’ letter dated March 8, 2018 and the installation of an exterior grease trap; and

BE IT FURTHER RESOLVED that the Authority’s Executive Director is authorized to sign any forms required by the New Jersey Department of Environmental Protection relative to the providing of sewer service to the applicant’s property.

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

Resolution

Mr. Theodora offered the following Resolution and moved its adoption. Mr. Bernhardt 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:

Personnel
Contractual matters
- 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