

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY  
REGULAR MEETING**

**Oakhurst, NJ**

**March 1, 2016**

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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  
Absent: Villapiano  
Others: Attorney John Bonello, Engineer Mark Andras, Executive Director  
Bill Schmeling, Superintendent Tom Meholic

Chairman Galvin called the meeting to order.

All recited The Pledge of Allegiance.

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

**WORK SESSION**

Executive Director's Report. The Director suggested that TOSA go out for RFP's for demand response programs. He is in the process of putting one together for the electricity reverse auction.

There were some questions and discussion on the Director's report.

Mr. Schmeling reported that the Auditor is working on the audit report. Auditor Kaplan explained that he is waiting for some information from the State, and, therefore, is not certain that the report would be completed in time for the April 5 meeting. However, the required deadline of April 30 for the filing of the report will be met.

The Director introduced Mark Andras of T & M Associates who was substituting for Engineer Stephen Schreiber.

Engineer's Report. Mr. Andras provided a detailed report with regard to the repairs to the ocean outfall pipeline, which carries the affluent from the processing plant and discharges it into the ocean. The contractor working on the project recently found two boils, which are caused by two holes in the pipe. This requires immediate repair and therefore, there is an emergency resolution on the agenda awarding a contract for this work.

Mr. Andras also advised that Atlantic Subsea reported that when they tried to install the expansion joint they were unable to compress it enough to fit it into the opening between the main pipe and the diffuser pipe. ASI submitted a quote for using a neoprene hose to connect the wye to the diffuser.

There was lengthy discussion by the Board and the professionals on these problems and possible solutions. The discussion included the possibility of replacing the entire outfall line, the estimated cost of replacement as well as the concern about the timeline for the permit process. Chairman Galvin requested that the Director contact DEP and John Hall and Associates with regard to the outfall line project.

Attorney Bonello suggested that the Board appoint an Engineering Committee to coordinate with professionals. Mr. Theodora and Chairman Galvin will serve on the committee.

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

Superintendent's Report. Mr. Meholic provided a summary of his report.

The Executive Director provided a review of the resolutions on the agenda. He also noted that there were guests at the meeting who will make a presentation about health benefits during the Closed Session.

Mr. Schmeling reported that he received two communications; one was a complaint about a blockage on Sunset Avenue and the other was an OPRA request.

### BUSINESS SESSION

Mr. Theodora offered a motion, seconded by Mr. Stubbs and unanimously carried to approve the minutes of the February meeting

Regular Meeting

February 2, 2016

A copy of the Plant Operator's Report for the month of February 2016 was received, a copy of which follows:

***March 1, 2016 Work/Agenda Meeting***  
**THE TOWNSHIP OF OCEAN SEWERAGE AUTHORITY**  
**February, 2016 Operator's Report**

The February, 2016 report shows the treatment plant and collection systems O.K. with some repairs to report.

The average daily flow to date was 5.287 MGD. The highest daily flow was 5.961 MGD on February 9th. The total precipitation to date was 4.78 inches for the month; the largest precipitation was 1.28 inches on January 22nd (measured as snow melt). The total snowfall measured 18.5 inches.

The monthly average effluent suspended solids concentrations, to date, 16 mg/l and for CBOD, the concentration was 7 mg/l. The average percentage removals for these same effluent parameters were 88 % and 94 % respectively. Our present NJPDES Permit has a suspended solids monthly average limitation of 30 mg/l and 25 mg/l for CBOD. For percent removals, it requires 85% removals on a monthly average basis for suspended solids and for CBOD. For plant flow, we are permitted 7.5 MGD average daily flow on a 30-day average quantity basis.

### PLANT OPERATIONS AND MAINTENANCE

The treatment plant is operating OK with some maintenance to report.

Wednesday's, (2/24/16) winds and lightning storm affected the plant and Norwood PS. Norwood PS had a power interruption alarm from a city power blip. The station was checked and the alarm was reset. Everything was ok. The plant's power interruption was for 30 minutes. The emergency generators ran properly. With city power restored various units had to be reset. The Unox/PSA System had to be restarted. TOSA staff was called in and all units were restored to normal operation.

As reported last month one main pump was removed for repairs by Pumping Services Inc. Repairs were completed and they reinstalled the pump. Electrical connections and startup of the pump was completed by Bruce Olsen and Glen Henry.

The Main Pump Building VFD Project is nearing completion with startup last month. Manufacturers' representatives were on present from Sigma for ABB, PSI /ITS Inc., and T and M Associates. All three VFDs were started up. The control panels have some modifications that will be completed by mid March.

Spectraserv Inc. was onsite to review and estimate the repairs for the dumpster-veyor equipment.

TOSA Staff and Woszczak Mechanical Contractors worked on installation of cleanouts and isolation valves for the grease discharge lines from the primary tanks to the sludge holding tanks. Original construction did not have these installed. We had the jet truck high pressure hose stuck in one of the elbow joints. The excavation mechanical work had to be completed as soon as possible.

PSI/ ITS was in for quarterly maintenance on the SCADA system and control panel checks.

### **COLLECTION SYSTEM OPERATION AND MAINTENANCE**

The collection system had the following work to report:

All routine pump station inspection and maintenance work was completed by Tom DiOrio, Ken Williamson, Rich Roman, and Vinnie D'Esposito.

Pump station repair work for the month included the following: At Wayside PS we checked and abnormal pumping alarm which led to a pump removal that was clogged with wipes/rag material.

At Colonial Terrace PS, we had a false low-level alarm due to a stuck float. The float was cleaned off and the wet well cleaned. All was returned to normal service.

Norwood PS was affected by the wind, rain and lightning storm as referred to earlier in the report.

At Interlaken PS, we will be ordering a speed controller for pump No 2. The existing controller isn't working properly.

The Monmouth County Bridge 0-11 Project still continues. The north and south abutment walls construction continues. The excavation and repair of our pipe is now projected to take place April 7-12th. They will use fusion couplers for the repair.

The following road and service calls took place this month. At 511 West Park Ave., 267 Roosevelt Ave., 2132 Highway35, and 1633 Hwy 35 all had problems within their buildings or in their own lateral line. At 2100 Sunset Ave. we will return for cctv inspection work.

We performed some cctv inspection work for the Township of Ocean DPW storm sewers on Allaire Rd.

Ken Williamson met with T and M Associates engineer to discuss the Asbury Ave. and Longview Village PS Upgrade Projects. They performed some wet well draw down time trials and examined some of the manholes for sulfide damage. We also reviewed some CCTV inspection of a line that has a sag at the Colonial Terrace

NJDEP conducted an inspection of a few of the PS's and the Interlaken force main project and bridge construction. A project construction schedule was provided by the contractor. The plant inspection is scheduled for next week.

The out fall wye replacement project is left at estimates to be provided for the proposed flexible connections for the leg offsets. This information is to be sent to T and M Associates who will have an update to report.

We had another diving company come in to inspect the holes that were reported to be on the landward side of the wye construction in last month's report. A report is being given to Bill Schmeling.

I attended a one-day seminar at Rutgers University re: basic hydraulics and overall pump maintenance. I offered some case history information regarding our outfall and expansion joint repair work.

Respectfully submitted,

Thomas G. Meholic, Superintendent  
2/26/16

Mr. Stubbs made a motion to approve the Operator’s Report. The motion was seconded by Mr. Bernhardt and unanimously carried.

Resolution

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

**RESOLUTION 16 - 26  
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	\$ 258,379.91
REVIEW and INSPECTION	2,336.50
EIT and CONSTRUCTION	1,613.02
RENEW and REPLACEMENT	_____
<b>TOTAL BILLS PAYABLE</b>	<b>\$ 262,329.43</b>

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

The members determined that Resolutions 16-27 and 16-20 would be tabled pending further discussion.

Resolution

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

**RESOLUTION 16 - 28  
AUTHORIZING REFUND IN THE AMOUNT OF \$600.58  
ON ACCOUNT NUMBER 5086-0**

**WHEREAS**, Gizela Gelda Collier (“Ms. Collier”) resides at 65 Larchwood Avenue in the Township of Ocean; and

**WHEREAS**, Ms. Collier previously owned 71 Larchwood Avenue in the Township of Ocean; and

**WHEREAS**, 65 Larchwood Avenue is served by a septic system while 71 Larchwood Avenue was served by a connection to the Authority’s collection system; and

**WHEREAS**, Ms. Collier proceeded to subdivide her property into five (5) lots; and

**WHEREAS**, as part of the subdivision, the dwelling unit on 71 Larchwood was to be removed; and

**WHEREAS**, on or about September 1, 2014, a new home was granted a Certificate of Occupancy and Ms. Collier was no longer the owner of the property; and

**WHEREAS**, the original sewer bills for 71 Larchwood Avenue showed a service address of 71 Larchwood Avenue but a mailing address of 65 Larchwood Avenue; and

**WHEREAS**, at some point the service address for 71 Larchwood Avenue was changed to 65 Larchwood Avenue; and

**WHEREAS**, account 5086-0 was charged for sewer charges from September 1, 2014 through December 31, 2015 while not owned by Ms. Collier.

**NOW, THEREFORE BE IT RESOLVED** by the Township of Ocean Sewerage Authority that a check in the amount of \$600.58 be made payable to Gizela Gelda Collier representing a refund of the quarterly sewer charges for the period third quarter 2014 through third quarter 2015, plus interest charged on late payments for those periods.

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

Resolution

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

**16 - 29**

**AUTHORIZING AMENDMENT TO 2016 CASH MANAGEMENT PLAN**

**WHEREAS**, the Township of Ocean Sewerage Authority adopted a cash management plan at its Reorganization Meeting on February 2, 2016; and

**WHEREAS**, Cash Management Plan provided for the Authority to invest in municipal notes with a maturity of not more three hundred ninety-seven (397) days; and

**WHEREAS**, the ability to invest in municipal notes with a maturity of not more three hundred ninety-seven (397) days required approval from the Department of Community Affairs; and

**WHEREAS**, the Department of Community Affairs granted approval to the Authority to invest in municipal notes with a maturity of not more three hundred ninety-seven (397) days, subject to amending the Cash Management Plan to refer to the Division of Local Government Services rather than the Division of Investments.

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Ocean Sewerage Authority that Paragraph 3h of the Authority’s 2015 Cash Management Plan is amended to read:

h. Bonds or other obligations of the Township of Ocean, or bonds or other obligations of school districts or service communities served by the Authority and approved by the Division of Local Government Services of the Department of Department of Community Affairs for investment.

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

Resolution

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

**16 – 30**  
**AUTHORIZING RETURN OF ESCROW MONEY FOR SHORE AREA MIKVEH**  
**APPLICATION NUMBER 164**

**WHEREAS**, Shore Area Mikveh submitted applications for preliminary, tentative and final approval; and

**WHEREAS**, the Authority granted final approval on June 4, 2009; and

**WHEREAS**, the Authority is holding \$4,717.52 in escrow; and

**WHEREAS**, Shore Area Mikveh has operated without any maintenance issues with the Authority’s collection system since on or about October 2013; and

**WHEREAS**, CME Associates, the Authority’s review engineer, by email dated February 22, 2016 expressed no objection to the release of the escrow monies.

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Ocean Sewerage Authority that the amount of Four Thousand Seven Hundred Seventeen Dollars and Fifty-Two Cent (\$4,717.52) held in the Authority’s Review & Inspection escrow be released to Shore Area Mikveh; 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: Bernhardt, Galvin, Stubbs, Theodora  
Yes Yes Yes Yes

Resolution

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

**16 – 31**  
**AUTHORIZING RETURN OF ESCROW MONEY FOR**  
**ST. GEORGE GREEK ORTHODOX CHURCH**  
**APPLICATION NUMBER 165**

**WHEREAS**, St. George Greek Orthodox Church submitted applications for preliminary, tentative and final approval; and

**WHEREAS**, the Authority granted final approval on June 4, 2009; and

**WHEREAS**, the Authority is holding \$3,217.50 in escrow; and

**WHEREAS**, St. George Greek Orthodox Church has operated without any maintenance issues with the Authority’s collection system since on or about November 2011; and

**WHEREAS**, CME Associates, the Authority’s review engineer, by email dated February 22, 2016 expressed no objection to the release of the escrow monies.

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Ocean Sewerage Authority that the amount of Three Thousand Two Hundred Seventeen Dollars and Fifty Cents (\$3,217.50) held in the Authority’s Review & Inspection escrow be released to St. George Greek Orthodox Church; 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: Bernhardt, Galvin, Stubbs, Theodora  
Yes Yes Yes Yes

Resolution

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

**16 – 32**  
**AUTHORIZING RETURN OF ESCROW MONEY FOR**  
**CVS PHARMACY - APPLICATION NUMBER 173**

**WHEREAS**, CVS Pharmacy submitted applications for preliminary, tentative and final approval; and

**WHEREAS**, the Authority granted preliminary, tentative and final approvals on December 4, 2012; and

**WHEREAS**, the Authority is holding \$2,000.00 in escrow as a maintenance bond; and

**WHEREAS**, the CVS Pharmacy has operated without any maintenance issues with the Authority’s collection system since on or about August 2014; and

**WHEREAS**, CME Associates, the Authority’s review engineer, by email dated February 22, 2016 expressed no objection to the release of the escrow monies.

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Ocean Sewerage Authority that the amount of Two Thousand Dollars (\$2,000.00) held in the Authority’s Review & Inspection escrow be released to Ocean Sunset 35, LLC, the applicant for the CVS Pharmacy project; 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: Bernhardt, Galvin, Stubbs, Theodora  
Yes Yes Yes Yes

Resolution

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

**16 - 33**  
**AUTHORIZING REFUND IN THE AMOUNT OF \$491.10 FOR**  
**ACCOUNT NUMBER 18503-1**

**WHEREAS**, 2105 Highway 35 Associates, LLC is the account holder for account numbers 18503-1, 18503-2 and 18503-3; and

**WHEREAS**, account number 18503-1 will have a credit balance of \$491.10 after the payment of all billed 2015 sewer charges for account number 18503-1, 18503-2 and 1850303; and

**WHEREAS**, 2105 Highway 35 Associates has requested a refund of the \$491.10.

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority authorizes payment in the amount of \$491.10 to 2015 Highway 35 Associates, LLC representing the credit balance on account number 18503-1.

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

Resolution

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

**16 - 34**  
**AUTHORIZING MAKING**  
**ACCOUNT NUMBER 691-0 INACTIVE**

**WHEREAS**, account number 691-0 is for the residential property located at 400 Jerome Avenue; and

**WHEREAS**, on January 13, 2016, a permit to demolish 400 Jerome Avenue was issued by the Township of Ocean Building Department;

**WHEREAS**, 400 Jerome Avenue has been demolished.

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Ocean Sewerage Authority that account number 691-0 be declared inactive until such time as a Temporary Certificate of Occupancy or regular Certificate of Occupancy is issued.

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

Resolution

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

**16 - 35**  
**RATIFYING ANNUAL BASE SALARIES FOR 2015**

**WHEREAS**, the Township of Ocean Sewerage Authority negotiated base salaries for its employees for 2015; and

**WHEREAS**, the salary resolution was inadvertently not adopted in 2015.

**NOW, THEREFORE, BE IT RESOLVED** that the following annual base salaries are hereby ratified for employees of the Township of Ocean Sewerage Authority, effective January 1, 2015:

<u>EMPLOYEE</u>	<u>BASE SALARY*</u>
William E. Schmeling	\$ 109,500.00
Ruth Finn	\$ 4,174.00
Thomas Meholic	\$ 125,000.00
Frank Vacchiano	\$ 112,244.00
Glen Henry	\$ 84,035.00
Scott Stedman	\$ 83,953.00
Bruce Olsen	\$ 79,969.00
Sal Lagrotteria, Jr.	\$ 77,657.00
Josip Jurasic	\$ 52,642.00
Daniel Miller	\$ 50,186.00
Richard Dorick	\$ 16,756.00
Thomas DiOrio	\$ 86,500.00
Kenneth Williamson	\$ 86,500.00
Vincent D'Esposito	\$ 49,612.00
Jennifer Crumley	\$ 37,500.00
Richard Roman	\$ 35,500.00
Board Chairman	\$ 2,250.00
Board Members	\$ 2,000.00

\* Salaries on January 1, 2014; step increases may occur during year

**AND BE IT FURTHER RESOLVED** that such base salary amount shall be in addition to any other amounts due in accordance with the Authority's Employee Handbook;

**AND BE IT FURTHER RESOLVED** that effective with the first pay period on or after July 1, 2015, the health insurance contribution of employees participating in the State Health Benefits Plan shall be reduced in such a manner that the total health insurance contributions collected in 2015 shall be sixty-percent of the annual health insurance contribution calculated under Chapter 78.

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

Resolution

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

**16 – 36**

**AUTHORIZING ADJUSTMENT TO ACCOUNT NUMBER 18593-0**

**WHEREAS**, Russmarc LLC operates a car dealership at 909 State Highway 35, sewer account number 18593-0; and

**WHEREAS**, the 2015 water reading use for account number 18788-0 was 1,100,000 gallons; and

**WHEREAS**, previous usage for the account was 538,000, 597,000 and 610,000 gallons in 2012, 2013 and 2014 respectively; and

**WHEREAS**, on or around June 14, 2015, a water line break was discovered at 909 State Highway 35; and

**WHEREAS**, as a result of the water line break, the water readings for the period March 6, 2015 to September 3, 2015 were anywhere between one and half to five times the 2014 readings for the same period.

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority hereby authorizes that the water usage for account number 18593-0 be adjusted to 671,000 gallons for 2015 resulting in an excess usage charge of \$384.30, and 2015 quarterly bills of \$1,056.83.

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

The following two resolutions were both approved as emergency resolutions in accordance with the attached memorandums explaining the emergent conditions.

Resolution

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

**16 - 37**

**DECLARING EMERGENCY SITUATION**

**WHEREAS**, on February 21, 2016 TNJ Marine, at the direction of the Township of Ocean Sewerage Authority, dove the Authority’s outfall pipe to investigate boils noticed in the area of the outfall pipe; and

**WHEREAS**, TNJ’s diver discovered two holes in the outfall pipe from which effluent was flowing; and

**WHEREAS**, Tom Meholic, Plant Superintendent, determined that immediate action was required to repair the holes in the outfall pipe to comply with the Authority’s Surface Water Permit; and

**WHEREAS**, by memo dated February 25, 2016, Tom Meholic set forth the reasons for the immediate repair of the holes in the outfall pipe; and

**WHEREAS**, the Authority received a proposal from TNJ Marine to repair the holes in the outfall pipe in the amount of \$15,250.00; and

**WHEREAS**, TNJ Marine is aware of the location and the extent of the problem and will be able to effect the repair in the most timely manner.

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority hereby declares the repair of the holes in the Ocean Outfall Pipe an emergency for purpose of awarding contracts pursuant to N.J.S.A. 40A:11-6 et seq.; and

**AND BE IT FURTHER RESOLVED** that the Authority awards a contract to TNJ Marine in the amount of \$15,250.00 to repair the holes in the outfall pipe in accordance with their proposal.

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

Memorandum re: Outfall Line:

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY**  
COUNTY OF MONMOUTH  
224 Roosevelt Avenue  
Oakhurst, New Jersey 07755  
Telephone: 732-531-2213  
Fax: 732-517-0695

**MEMORANDUM**

DATE: February 25, 2016  
TO: William E. Schmeling  
Executive Director  
FROM: Thomas Meholic  
Plant Superintendent  
RE: Repairs to Ocean Outfall Line

I have reviewed the report prepared by TNJ Marine on the results of the dive inspection of the Authority’s Ocean Outfall Pipe on February 21, 2016. The repair of the two holes discovered in the main Ocean Outfall Pipe is an emergency.

The reasons for the emergency are as follows:

1. The treated effluent discharged from these two holes, at approximately 1,400 feet from the shoreline, is considered unlawful discharge under our existing NJPDES Permit, which governs the entire plant operation and establishes permitted discharge parameters of the Authority’s effluent into the ocean.
2. The ongoing USACOE Beach Replenishment Project poses another threat. The project is presently five hundred (500) to one thousand (1,000) feet to the south of the Ocean Outfall Pipe and proceeding in a northerly direction. The repairs need to be accomplished as soon as possible to avoid a conflict with the Project.
3. There is a potential threat to community public health if there were a plant failure and the effluent quality was seriously harmed, and would be dispersed closer to the shoreline increasing the probability of human exposure.

Resolution

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

**16 - 38  
DECLARING EMERGENCY SITUATION  
FOR GRIT DUMPSTER**

**WHEREAS**, the railing system on which the Authority’s grit dumpster sits has deteriorated to the point where the dumpster cannot move on the railing system; and

**WHEREAS**, the Authority has had to use a backhoe to move the dumpster in and out of the Grit Building so as to allow for the removal of grit and material collected at the headworks of the Authority’s treatment plant; and

**WHEREAS**, Tom Meholic, Plant Superintendent, has determined that immediate action is necessary to replace the railing system or the complete operation of the Treatment Plant is threatened; and

**WHEREAS**, by memo dated February 25, 2016, Tom Meholic set forth the reasons for the immediate replacement of the railing system; and

**WHEREAS**, the Authority received a proposal in the amount of \$81,450.00 from D.R. Cordell & Assoc., Inc, the original supplier of the railing system, to provide the parts necessary to install the railing; and

**WHEREAS**, the Authority contacted a fabricator used by other authorities to determine whether the railing system could be fabricated, and was advised the fabricator could not do the job; and

**WHEREAS**, the Authority contacted SpectraServ, a well-known contractor, in the wastewater field; and

**WHEREAS**, SpectraServ contacted D.R. Cordell & Assoc., Inc. to obtain pricing for the parts necessary to install the railing and submitted a proposal to the Authority of \$148,000 to remove the existing railing system and install a new railing system; and

**WHEREAS**, D.R. Cordell & Assoc., Inc. is the sole supplier of the railing system compatible with the Authority’s grit dumpster operation.

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority hereby declares the replacement of the railing system for the grit dumpster an emergency for purpose of awarding contracts pursuant to N.J.S.A. 40A:11-6et seq; and

**AND BE IT FURTHER RESOLVED** that the Authority awards a contract to D.R. Cordell & Assoc., Inc., in the amount of \$81,450.00 to supply the parts necessary to replace the railing system for the grit dumpster in accordance with their proposal.

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

Memorandum re: dumpster-veyor repair:

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY**  
COUNTY OF MONMOUTH  
224 Roosevelt Avenue  
Oakhurst, New Jersey 07755  
Telephone: 732-531-2213  
Fax: 732-517-0695

## MEMORANDUM

DATE: February 25, 2016

TO: William E. Schmeling  
Executive Director

FROM: Thomas Meholic  
Plant Superintendent

RE: Dumpster-veyor Repair

I have reviewed the present operation of the grit/bar screen dumpster-veyor rail system. The repair of the dumpster-veyor rail system is an emergency.

The reasons for the emergency are as follows:

1. The dumpster-veyor system is used for the proper operation of the dumpster for the removal of the grit collected on the bar screen.
2. The rail system is used to move the dumpster in and out of the grit building to allow for removal of the collected grit on a monthly basis.
3. The rail system has deteriorated to the point that the dumpster no longer travels on the rail system. The Authority has resorted to using a backhoe to move the dumpster and to permit the removal of collected grit and the installation of a new dumpster. As a result of the smaller dumpster on the rail system, a portion of the grit is removed and stored temporarily on the Authority's off-loading drainage pad.
4. The use of the backhoe and the semi-manual operation of the dumpster present an unsafe condition for the Authority's employees.
5. The temporary storage of grit on the off-loading drainage pad presents a threat to the community's public health.

### 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:
  - 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  
                   Yes          Yes    Yes    Yes

Upon completion of the Closed Session Meeting, Mr. Theodora offered a motion, seconded by Mr. Stubbs unanimously approved to adjourn the Closed Session Meeting and return to the Regular Meeting.

Resolution

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

**16 - 27**  
**AUTHORIZING TERMINATION OF EXISTING**  
**INTERLOCAL AGREEMENTS WITH THE TOWNSHIP OF OCEAN AND**  
**EXECUTION OF NEW INTERLOCAL AGREEMENT**

**WHEREAS**, the Interlocal Services Act, N.J.S.A. 40:8A-1 et seq. authorizes local units as defined in the Act to enter into joint agreements for the provisions of governmental services; and

**WHEREAS**, the Township and the Authority entered into an Interlocal Services Agreement on or about November 21, 2005, which was most recently amended on March 21, 2013, wherein the Township assumed the full billing and collection function of the Authority (the “Billing Services Agreement”); and

**WHEREAS**, the Township and the Authority entered into an Interlocal Services Agreement for back-up financial services on or about October 1, 2011 (the “Financial Services Agreement”); and

**WHEREAS**, the Township and the Authority entered into an Interlocal Services Agreement for the use of the Cablevision Tower located on Block 142, Lot 36 on or about December 4, 2014 (the “Cablevision Agreement”); and

**WHEREAS**, the Township and the Authority agree that the Billing Services, Financial Services and Cablevision Agreements are beneficial to both parties and their respective tax and rate payers; and

**WHEREAS**, the Township and the Authority are desirous to enter into a single Interlocal Agreement covering the above services, and to extend the type of services covered in an interlocal agreement between the parties.

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Ocean Sewerage Authority that the Billing Services, Financial Services and Cablevision Agreements are hereby terminated; and

**BE IT FURTHER RESOLVED** that the attached Interlocal Services Agreement between the Township of Ocean and the Township of Ocean Sewerage Authority is hereby approved; and

**BE IT FURTHER RESOLVED** that the Chairman, Executive Director and Secretary be authorized to execute any further documents or instruments necessary to affect this Resolution.

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

Resolution

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

**16 - 20**  
**AUTHORIZING AMENDMENT TO 2016 BUDGET**

**WHEREAS**, the Township of Ocean Sewerage Authority adopted its Budget for the year ending December 31, 2016 on December 1, 2015; and

**WHEREAS**, N.J.A.C. 5:31-2.8 provides that the Director of the Division of Local Government Services may, at the request of, or with the consent of, the governing body of an Authority, make such correction of the title, text or amount of any appropriation appearing in the budget as may be necessary to make the item of appropriation available for the purpose or purposes required for the needs of the Authority; and

**WHEREAS**, the Authority desires to add an item of revenue “Connection Fees Collected” and increase the revenue item “Miscellaneous Revenue” with a corresponding increase in expenditures.

**NOW, THEREFORE, BE IT RESOLVED** that in accordance with N.J.A.C. 5:31-2.8, the Township of Ocean Sewerage Authority hereby requests the Director of the Division of Local Government Services to make the following corrections in the 2015 budget; and

**AND BE IT FURTHER RESOLVED** that the attached correction is, in the opinion of the Authority, warranted and authorized by the above statute and is necessary for the orderly operation of the Authority for the following reason:

1. Increase in revenue with corresponding increase in budgeted costs.

**AND BE IT FUTHER RESOLVED** that two (2) copies of this Resolution be filed with the Director of the Division of Local Government Services.

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

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

Respectfully submitted,

RALPH E. STUBBS, Secretary