

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY  
REGULAR MEETING**

**Oakhurst, NJ**

**April 4 2017**

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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, Villapiano  
Others: Recording Secretary Ruth Finn, Operations Manager Edward Kwityn  
Absent: Attorney Bonello (due to business commitment), Executive Director Schmeling (due to illness), Engineer

Chairman Galvin called the meeting to order.

All recited *The Pledge of Allegiance*.

Chairman 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. Director Schmeling's written report was reviewed, and the members indicated that they had no questions with regard to the report.

Engineer's Report. There were no representatives of the engineering firm present at the meeting since there was no necessity for updates and/or questions at this time.

Superintendent's Report. Mr. Meholic's final report was reviewed. The new Operations Manager, Edward Kwityn, provided some updates. He noted that there were high flows over the weekend due to heavy rain. Plant operations went well during this time period. Mr. Kwityn advised that there were some employee overtime hours necessitated by the heavy flow conditions.

Chairman Galvin provided a review of the resolutions on the agenda. He noted that Auditor David A. Kaplan had reviewed and approved the amount contained in resolution number 50 for unused sick days payable to Thomas Meholic upon his retirement.

**BUSINESS SESSION**

Mr. Stubbs offered a motion, seconded by Mr. Villapiano and unanimously carried to approve the minutes of the following meeting:

Regular Meeting

March 7 2017

A copy of the Plant Operator's Report for the month of April was received, a copy of which follows.

**April 4, 2017 Work/Agenda Meeting****THE TOWNSHIP OF OCEAN SEWERAGE AUTHORITY****March, 2017 Operator's Report**

The March, 2017 report shows the treatment plant and collection systems O.K. with some repairs to report.

The average daily flow to date was 4.166 MGD. The highest daily flow was 8.031 MGD on March 15th. The total precipitation to date was 5.010 inches for the month; the largest precipitation was 2.25 inches on March 14th. Nor'easter Storm Stella produced a rainfall of 3.15 inches of precipitation. We had high winds and 4 hour power outages at Green Grove and Longview Pump Stations. Plant flow peaked at 14.6 MG, with the daily flow marked at 8.031 MG. The storm left no damage and the facility resumed normal operation.

The monthly average effluent suspended solids concentrations, to date 9 mg/l and for CBOD, the concentration was 6 mg/l. The average percentage removals for these same effluent parameters were 98 % and 97 % 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.

Glen Henry and AJ Milmo performed repair and preventative maintenance in the following locations: they performed routine maintenance on the UNOX System. They installed an aerator mixer motor that was repaired. Bruce Olsen is still investigating a problem with the power supply cable or conduit for the unit. Glen and AJ also replaced all oil and filters on the UNOX instrument air compressors.

General Carbon was in to replace the Sludge Holding Tank No2 and Gravity Thickener Carbon Scrubber activated carbon. They refilled both vessels and took a sample of the Main Pump Building carbon canister to their service shop. They are working on an estimate for Bill Schmeling for all canister removal and carbon disposal. Olsen has disconnected all power to the unit. Once the carbon is removed, Mark Woszczak Mechanical Contractor's can dismantle and remove the Calgon Phoenix Scrubber at the Main Pump Building. Stedman, Olsen, Henry, and Milmo were involved with the work.

Henry and Milmoie installed the repaired fan and shaft for the odor control compressor and it was restarted with the new carbon. The new carbon and compressor fan both are working well.

Other miscellaneous maintenance work performed by Henry and Milmoie was replacement work on the fork lift battery and the belts for the garage door openers in the Lab/Garage Building.

Genserve Inc. was onsite for scheduled quarterly maintenance on the emergency generators. Olsen also provided plant site and pump station inspections of all emergency generators for two prospective maintenance contractors.

Mark Woszczak had additional fittings delivered for the RAS Force Main replacement project. The work is tentatively scheduled for the next two weeks.

We had a site meeting and tour with Greeley and Hansen for general information for their process control work and study. They were introduced to Ed Kwityn and Scott Stedman.

#### 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.

Rapid Pump and Meter Service was in to replace the cutter assembly for the Muffin Monster Grinder Unit at Whalepond PS. They also inspected the grinder unit at the Interlaken Pump Station. We will have to replace this cutter assembly also and they are forwarding a price quote to Bill Schmeling.

Cedar Village PS had a power outage on a different occasion than the nor'easter storm. The generator performed AOK. Wickapecko PS's new gate worked well during the storm.

At Norwood PS, Henry and Milmoie worked on removal and rebuild of a flush valve.

Service calls for the month included responding to calls at 220 Elberon Ave. We found a clog in the homeowner's lateral. At 1201 Evergreen Ave., we found a cracked lateral to be fixed during the collection system upgrade project with Lucas Construction.

At 1401 Logan Rd. we responded to a homeowner's call about sewage found in their basement. We found a clogged sewer main downstream.

We jetted the line which solved the blockage problem. The homeowner will be sending us a clean up bill for their basement cleaning.

We performed cleaning and CCTV inspection work at Park Blvd., 1,748 ft. and Patterson Ave., 595 ft.. The total was 2,343 ft. for the month.

The jet/vacuum truck was taken to Pierce Eagle Equipment for annual cleaning service maintenance work.

Dave Stanton, SECO was in to install a new router for SCADA alarm system. This will improve our alarm notification to our personnel. It will also improve our internet service for the SCADA system.

#### **REGULATORY WORK**

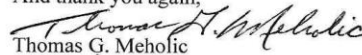
We had our annual compliance evaluation, audit, and tour of the treatment plant and lab by Terry Rutkowski, NJDEP-DWR Compliance and Enforcement. She was introduced to Ed Kwityn, our new Operations Manager. She was updated on our ongoing projects.

I spoke with Zarine Ali, USEPA on follow up information from her inspection and tour of our collection system in January. The inspection went well and her report should be favorable. Her final report is forthcoming to Bill Schmeling.

#### **CLOSING STATEMENT**

This is my final operator's report as superintendent for the Township of Ocean Sewerage Authority. For 34 years and 7 months; September 1, 1982 to present time, it has been a rewarding and challenging experience. I want to thank the Authority for the opportunity to have served as your Superintendent. I wish the Authority, Bill Schmeling, Ed Kwityn, and our Professional Consultants and TOSA staff continued and future success with our facility's successful operation and all ongoing and future projects.

Respectfully submitted  
And thank you again,

  
Thomas G. Meholic

Superintendent  
3/30/17  
(Retirement date 3/31/17)

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

#### **Resolution**

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

### **RESOLUTION 17 - 47 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	\$ 198,756.30
REVIEW and INSPECTION	637.50
EIT and CONSTRUCTION	11,325.81
PAYROLL ACCOUNT	<u>0.00</u>
TOTAL BILLS PAYABLE	\$ 210,719.61

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

Resolution

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

**17 - 48**  
**AUTHORIZING AWARD OF CONTRACT FOR DISPOSAL  
OF SEWAGE SCREENINGS AND DRIED GREASE**

**WHEREAS**, the Authority advertised for the Disposal of Sewage Screenings and Dried Grease in the Asbury Park Press on March 7, 2017 with a return date of March 29, 2017; and

**WHEREAS**, the Authority received two (2) bids on the return date; and

**WHEREAS**, the Authority’s Qualified Purchasing Agent and General Counsel reviewed the bid documents; and

**WHEREAS**, the Authority’s Executive Director has indicated there are funds available for the award in the line item for grit (01-60-600-365).

**THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority hereby awards a contract to Waste Management in the amount of \$1,590 per load for the disposal of sewage screenings and dried grease for the period May 1, 2017 to April 30, 2019.

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

Resolution

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

**16 - 49**  
**AUTHORIZING RENEWAL OF CONTRACT FOR SUPPLYING SODIUM  
HYPOCHLORITE TO W.R. NEUMANN CO., INC. t/a MIRACLE CHEMICAL  
COMPANY IN THE AMOUNT OF \$0.993 PER GALLON**

**WHEREAS**, the Township of Ocean Sewerage Authority previously awarded a contract for supplying sodium hypochlorite to W.R. Neumann Co., Inc. t/a Miracle Chemical Company for a one-year period beginning June 1, 2015 at a price of \$0.993 per gallon; and

**WHEREAS**, the bid documents provided that the Authority could renew the contract award for two (2) one-year periods in accordance with N.J.S.A. 40A:11-15; and

**WHEREAS**, the Authority’s staff has determined that the services provided have been performed in an effective and efficient manner; and

**WHEREAS**, W.R. Neumann Co., Inc. t/a Miracle Chemical Company has advised the Authority that it will hold its bid prices for the period June 1, 2017 to May 31, 2018; and

**WHEREAS**, the Authority is desirous of continuing its working relationship with W.R. Neumann Co., Inc. t/a Miracle Chemical Company; and

**WHEREAS**, the Authority's Executive Director has certified that funds are available for this contract.

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority hereby renews its contract for Supplying Sodium Hypochlorite with W.R. Neumann Co., Inc. t/a Miracle Chemical Company for the period June 1, 2017 to May 31, 2018 at the price of \$0.993 per gallon; and

**BE IT FURTHER RESOLVED** that the Chairman and Secretary are hereby authorized and directed to execute the contract for the award on behalf of the Authority.

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.

**17 - 50**  
**AUTHORIZING PAYMENT TO THOMAS MEHOLIC**  
**FOR ACCUMULATED SICK DAYS**

**WHEREAS**, Authority employee Thomas Meholic retired on March 31, 2017 after thirty-four years and seven months of continuous employment with the Authority; and

**WHEREAS**, at retirement Thomas Meholic had accrued thirty-eight (38) sick leave days; and

**WHEREAS**, the Authority's Employee Handbook provides that employees with twenty-five (25) years of service shall be paid for one-half (1/2) of their accumulated unused sick leave days at their current rate of pay upon retirement to a maximum of Fifteen Thousand Dollars (\$15,000.00); and

**WHEREAS**, the total value of one half (1/2) of Thomas Meholic's accumulated sick leave days is \$9,134.62; and

**WHEREAS**, the Authority's Auditor has confirmed the computation of Thomas Meholic's payment for accumulated sick leave days.

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Ocean Sewerage Authority that Thomas Meholic be paid \$9,134.62 for his accumulated unused sick leave days as of his retirement date on March 31, 2017 during the payroll period ending April 21, 2017.

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

Resolution

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

**17 – 51**  
**AUTHORIZING ADJUSTMENT TO ACCOUNT NUMBER 611-0**

**WHEREAS**, Norwood Group, LLC is the owner of residential property located at 245 Roosevelt Avenue, sewer account number 611-0 (the “Account”); and

**WHEREAS**, the Account was billed for two service units as the result of a garage apartment; and

**WHEREAS**, the Township of Ocean required the garage apartment to be demolished; and

**WHEREAS**, the garage apartment was demolished on or about December 1, 2016.

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority hereby authorizes that the number of service units for account number 611-0 be adjusted to one (1) service unit effective January 1, 2017.

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

The members decided to table Resolution number 17-52 until such time that Attorney Bonello would be available to provide necessary information with regard to the developer’s agreement that is the subject of this Resolution. Therefore, this Resolution was tabled until the May meeting.

Chairman Galvin said that he read the report provided by Hazen & Sawyer with regard to an engineering proposal for the ocean outfall line. He gave an overview of the report to the members for both the landline and ocean portions of the project. The members discussed this project at length and the Chairman suggested that we ask Hazen & Sawyer to attend a TOSA meeting to provide the Board with additional information before they make a decision about the outfall line. Therefore it was determined that Resolution 17-53 should be tabled until the May meeting.

The members determined that it was necessary to go into closed session.

**Resolution**

Mr. Bernhardt 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:
 

Contractual matters  
 Personnel
3. It is anticipated at this time that the above stated subject matters 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

1zThere 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