

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

May 3, 2016

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, Engineer Stephen Schreiber
 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 reported that Auditor David Kaplan is working on the audit and will present it at the June meeting.

He advised that the bid opening for the NJEIT project was held and only one bid was received. The engineers are reviewing the bid and will contact NJEIT to determine whether or not any action can be taken under these circumstances.

Mr. Villapiano asked about the status of the work at the Interlaken pump station and expressed concern about the condition of the bulkheads. Mr. Schmeling advised that bulkhead replacement around the pump station is part of the NJEIT work. Chairman Galvin asked what is going to be done to repair the damage to the force mains that occurred during the County's reconstruction of the Interlaken Bridge. Director Schmeling said the County Engineers who are overseeing the bridge reconstruction advised that the break in the 18" line could be fused. The appropriate method of repairing the 20" pipe is still under discussion.

There was discussion about the bio filter odor control system. Mr. Meholic reported that he toured the Cape May bio filter facility with Greeley and Hansen and the system appears to be simple and effective. Mr. Schmeling noted that a new filter material is now available and he will attempt to obtain a sample. The Chairman asked that the used bio filter material be tested in order to determine the appropriate method of disposal.

Attorney's Report. Mr. Bonello stated that he had nothing new to report at this time.

Engineer's Report. Mr. Schreiber reported on the outfall line and indicated that the contractor is requesting payment. Mr. Schmeling advised that substantiation of the work that has been done must be received before payment is made. Mr. Schreiber noted that typically there would be a maintenance bond in place. Mr. Schmeling will review the contract with Mr. Bonello and the project will be closed out at the next meeting.

Mr. Schreiber advised that the 2016 Annual Inspection of Facilities has been done and the written report will be completed shortly.

He also reported that the CCTV of Wickapecko Drive has been done and T&M has provided their recommendations to the Director. He said that it is better to line the pipes rather than replace them. Mr. Schmeling noted that the Township of Ocean would repave the road after the work is done.

Superintendent's Report. Mr. Meholic provided a summary of his report. He noted that the camera has failed and is being repaired.

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

BUSINESS SESSION

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

Regular Meeting

April 5, 2016

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

**May 3, 2016 Work/Agenda Meeting
THE TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
April, 2016 Operator's Report**

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

The average daily flow to date was 3.665 MGD. The highest daily flow was 3.812 MGD on April 6th. The total precipitation to date was 2.15 inches for the month; the largest precipitation was 0.47 inches on March 2nd.

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 95 % and 95 % 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.

With the UNOX system, the following maintenance was performed: Glen Henry and AJ Milmo removed and reinstalled a cooling tower pump that needs was rebuilt at Pilot Electric. They also serviced all oil and filters for the Instrument Air Compressors.

They replaced the hose on Thickened Sludge Pump No 1 and Sal Logrotteria Jr. and Bruce Olsen replaced a sump pump in the thickened sludge pit. Bruce also replaced a dry well alarm control box for the return sludge flow meter pit. He also replaced a micro fan for the No 3 return sludge pump VFD control panel.

Pumping Services Inc. / Instrument Technology Systems (PSI/ITS) was on site to program a new automatic dialer for the treatment plant SCADA alarm system.

Glen removed a bleach system feed pump and sent it to the manufacturer (Milton Roy). The manufacturer has been slow with the repair and slow with their previous service. We have explored replacing the pumps and have ordered 2 new pumps from GP Jager Associates.

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 DiOrion, Ken Williamson, Rich Roman, and Vinnie D'Esposito.

At Interlaken PS, Glen and AJ installed pump No 3 that was rebuilt at Pilot Electric.

At Whalepond PS, they replaced a drive belt for the fan on the odor control filter.

At Norwood PS, PSI removed Pump No 2, which had an overtemp failure due to an oil seal that will have to be replaced. They removed this pump and Glen and AJ installed a spare pump that we had in inventory.

Bruce accompanied Matt's Exterminating Service to all the pump stations to show him our rodent problem. They have been building nests inside the control panels. Bait box type traps have been installed at all locations. Bruce also worked with PSI/ITS on some PLC's for the SCADA System.

Service calls for the month were the following: 1023 Grassmere Ave., a broken lateral was causing a backup. We contacted Mark Woszczak Mechanical contractors in for repairs. Woszczak also finished the lateral repairs project on Corlies Ave. Ken Williamson reviewed the Woszczak bills with Mark and some of the work may be reimbursed by the NJAWC. This information was given to Bill Schmeling.

Ken also reviewed some future work on Wickapecko and South Wanamassa Dr., which may involve fixing 3 different sections on the lines in this area. Ken and Mark are working on an estimate for repairs. Ken also talked to Tom Crochet, Director, and DPW who is planning on paving in this area shortly.

Tom DiOrio and Vinnie D'Esposito worked on replacing a manhole cover and rim on Frederick Pl.

Closed Circuit TV inspection work for the month was performed at Staffa to Monmouth Rd. We lost video on retrieval of the camera and also found a broken pin linking the cable with the crawler unit. We had to send the unit for repairs at Cues.

At the Interlaken PS Force Main Repair and Bridge O-11, Precise construction excavated down to our force mains. The 20 in. line appears to be broken or cut in 3 places.

The 18 in. lies under it and was broken in 1 place. We are waiting on Maser Consultants to give a decision on the final repair method.

Ken met with T and M Engineers with their annual inspection. The Wickapecko Dr. trunk line needs repairs and the Township is planning on a paving in this area. T and M will have to review quickly and we will have to coordinate with the Township with their paving project. Ken is in contact with Tom Crochet in this matter.

I attended a WEFMAX meeting for the House of Delegates in Philadelphia. New York, Pennsylvania, New Jersey and other states were represented. I joined them with a presentation regarding public education and the campaign to educate the value of water to our member associations and the general public.

Respectfully submitted,

Thomas G. Meholic, Superintendent
4/29/16

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. Bernhardt seconded the motion.

RESOLUTION 16 - 43 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	\$ 376,349.41
REVIEW and INSPECTION	145.00
EIT and CONSTRUCTION	1,746.00
RENEW and REPLACEMENT	
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TOTAL BILLS PAYABLE	\$ 378,240.41

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.

16 - 44

**AUTHORIZING AWARD OF CONTRACT FOR ONSITE
PSA SYSTEM SERVICE AND TROUBLESHOOTING**

WHEREAS, the Authority requires services for onsite plant PSA system service and troubleshooting; and

WHEREAS, an advertisement seeking bids for onsite PSA system service and troubleshooting ran on March 13, 2016 in the Asbury Park Press; and

WHEREAS, the Authority received proposals from Mohawk Cryo LLC and Solutionwerks, Inc. for onsite plant PSA system service and troubleshooting; and

WHEREAS, the Executive Director of the Authority has certified that there are funds available for this work from the Authority’s 2014 budget under equipment contract maintenance.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby awards a contract to Solutionswerks, Inc. for an hourly rate of \$135 plus travel expenses in accordance with its proposal dated March 28, 2016.

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.

16 – 45

AUTHORIZING ADJUSTMENT TO ACCOUNT NUMBER 18769-0

WHEREAS, the property located at 1305 South Roller Road is identified as sewer account number 18769-0, which is billed for two (2) units; and

WHEREAS, the 2015 water reading use for account number 18769-0 was 323,000 gallons; and

WHEREAS, previous usage for the account ranged from 91,000 gallons to 234,000 gallons from 2010 through 2014; and

WHEREAS, usage for 2013 and 2014 was 217,000 gallons and 146,000 gallons respectively; and

WHEREAS, water bills for the property show usage of less than 8,000 for months other than May through August, which high readings resulted from the use of a sprinkler system.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby authorizes that the water usage for account number 18788-0 be adjusted to 143,000 gallons for 2015 resulting in an excess usage charge of \$0.00, and 2016 quarterly bills of \$230.00.

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.

**RESOLUTION 16 - 46
AUTHORIZING REFUND IN THE AMOUNT OF \$460.00
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, account number 5086-0 incorrectly identified the property served as 65 Larchwood when in fact it was 71 Larchwood Avenue; and

WHEREAS, account 5086-0 was charged for sewer charges from July 1, 2013 through August 31, 2014 during which time the house had been demolished.

NOW, THEREFORE BE IT RESOLVED by the Township of Ocean Sewerage Authority that a check in the amount of \$460.00 be made payable to Gizela Gelda Collier representing a refund of the quarterly sewer charges for the period third quarter 2013 through second quarter 2014.

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

Resolution

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

16 - 47

**AUTHORIZING CANCELLATION OF BID RETURNABLE MAY 18, 2016
FOR SUPPLYING SODIUM HYPOCHLORITE AND 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 advertised for the receipt of bids for Supplying Sodium Hypochlorite in the Asbury Park Press on April 14, 2016 and posted the bid opportunity and documents on its website with a return date of April 28, 2016; and

WHEREAS, the return bid date was extended to May 18, 2016 by addendum published in the Asbury Park Press on April 22, 2016 and faxed to the bid holders; and

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, 2016 to May 31, 2017; 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 cancels the receipt of bids for the Supplying of Sodium Hypochlorite scheduled for May 18, 2016; and

BE IT FURTHER 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, 2016 to May 31, 2017 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. Villapiano offered the following resolution and moved its adoption. Mr. Stubbs seconded the motion.

16 – 48

AUTHORIZING AWARD OF CONTRACT TO GREELEY and HANSEN FOR ENGINEERING SERVICES TO EVALUATE PLANT RATING

WHEREAS, the Township of Ocean Sewerage Authority has determined that an evaluation of the Treatment Plant’s rating is in order; and

WHEREAS, the firm of Greeley and Hansen has been pre-qualified as an Authority engineer; and

WHEREAS, Greeley and Hansen previously performed an evaluation of the Treatment Plant’s process; and

WHEREAS, the Executive Director has certified that funds are available for this work.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes Greeley and Hansen to proceed with an evaluation of the Treatment Plant’s rating in an amount not to exceed \$40,940.00 subject to the receipt of satisfactory evidence of reimbursement to the Authority of this amount; and

BE IT FURTHER RESOLVED that the Chairman, Secretary and Executive Director are authorized to execute any and all documents necessary to effectuate this Resolution.

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.

16 - 49

AUTHORIZING GRANT OF PRELIMINARY AND TENTATIVE APPROVALS FOR ENCLAVE AT OCEAN - APPLICATION NUMBER 181

WHEREAS, preliminary, tentative and final applications were submitted for Enclave at Ocean on or about July 9, 2015; and

WHEREAS, several meetings have taken place between the applicant, the applicant’s engineer, the Authority’s engineer and Authority staff on design details; and

WHEREAS, the Authority’s engineer has recommended the granting of preliminary and tentative approval for Enclave at Ocean in its Engineer’s Report dated May 3, 2016.

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority that Preliminary and Tentative approvals are granted to Enclave at Ocean-application number 181, subject to the satisfaction of the conditions set forth in T&M Associates’ letter dated May 3, 2016.

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.

16 – 50

AUTHORIZING ADJUSTMENT TO ACCOUNT NUMBER 19544-0

WHEREAS, Magen David Synagogue is located at 395 Deal Road in the Township of Ocean, sewer account number 19544-0; and

WHEREAS, the 2015 water reading use for account number 19544-0 was 2,228,000 gallons; and

WHEREAS, previous usage for the account was 1,471,000; 1,309,000 and 1,695,000 gallons in 2012, 2013 and 2014 respectively; and

WHEREAS, on or around April 16, 2015, the water meter at the property was changed out because the previous meter was not registering and all water readings were estimated; and

WHEREAS, after the meter was changed, monthly water readings were approximately one-third (1/3) of the 2014 water readings.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby authorizes that the water usage for account number 19544-0 be adjusted to a net reading of 450,000 gallons for 2015.

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

The members determined that it was necessary to go into Closed Session.

Resolution

Mr. Bernhardt 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:

Personnel 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. Stubbs seconded the motion and all voted in favor of adjournment.

Respectfully submitted,

RALPH E. STUBBS, Secretary