

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

July 1, 2014

A Work Meeting and Agenda Conference for the Township of Ocean Sewerage Authority for the month of July 2014 were held at the Authority Administration Building, 224 Roosevelt Avenue, Oakhurst, New Jersey on the above date at 6:30 p.m.

Present: Bernhardt, Galvin, Stubbs, Theodora, Villapiano
Others: Attorney John Bonello, Engineer Timothy Shea,
Executive Director Bill Schmeling, Superintendent Tom Meholic

Chairman Galvin called the meeting to order.

All recited *The Pledge of Allegiance*.

WORK SESSION

Director's Report. Mr. Schmeling reported that he received a letter from Nelson Engineering requesting that the Board consider a lower connection fee for an office building. The members declined to grant this request.

He had a meeting with the County Engineers with regard to the Interlaken bridge project. Tomorrow the engineer who is handling the project will be on site to determine where the force main will be located.

Chairman Galvin asked about the status of the gravity thickener work and Mr. Schmeling advised that it is back in service and working well.

Mr. Schmeling also reported that the coating is wearing off on one of the lines for the odor control system. It needs to be recoated at an approximate cost of \$1700.00. The Chairman asked that this equipment be added to the asset management plan.

Attorney's Report. Mr. Bonello reported on the bids for the VFD replacement project and advised that the lowest bidder wishes to rescind his bid. He explained that this request meets the statutory requirements. He recommended that the Board grant permission for the lowest bidder to withdraw and the bid be awarded to the second lowest bidder.

Engineers Report. Mr. Shea reported that the plant wide odor control study and a draft of an updated Capital Improvement Plan have been prepared and provided to the Executive Director as requested. He noted that pump stations and manhole rehabilitation, the odor control system and the outfall WYE are of major importance.

The Engineer also reported that electronic mapping of the force main locations should be considered in the future.

The Chairman asked Mr. Meholic to explain why the Authority should be represented at the WEFTEC convention. Mr. Meholic advised that this is the largest wastewater convention in the world and provides a significant opportunity to learn and interact with vendors. There was discussion on this subject and Mr. Bernhardt noted the importance of choosing the best representative to attend. He recommends that following the convention the representative should give a debriefing in order to share information.

BUSINESS SESSION

The Executive Director provided a review of the Resolutions.

Resolution

Mr. Theodora offered a motion, seconded by Mr. Bernhardt and unanimously carried to approve the following minutes.

Regular Meeting
Regular Meeting

May 6, 2014
June 5, 2014*

*As amended.

The Plant Operator's Report for the month of July 2014 was received, a copy of which follows.

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

July 1, 2014 Work/Agenda Meeting
THE TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
June 2014 Operator's Report

The June 2014 report shows the treatment plant and collection systems O.K. with some repairs to report.

The average daily flow to date was 4.267 MGD. The highest daily flow was 4.787 MGD on June 22nd. The total precipitation to date was 3.35 inches to date for the month; the largest precipitation was 1.22 inches on June 13th. The monthly average effluent suspended solids concentrations, to date, 12 mg/l and for CBOD, the concentration was 6 mg/l. The average percentage removals for these same effluent parameters were 91% 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.

In the Main Pump Building, Oceanside HVAC Mechanical Contractors were onsite to replace the blower for the AC unit for the Main Pump Control Room. Bruce Olsen met with the various prospective contractors bidding on the Main Pump Bldg.'s VFD's and Main Controls for the main pumps.

These controls are the main controls for the plant head works and are essential for the proper operation of the plant and collection system. Bids for the main pumps controls upgrade and replacement were received and are under review by T and M Associates.

Glen Henry and Bruce Olsen replaced the sump pump and wiring for the grinder unit upstream of the Deal Borough flow meter.

Upon the startup of the gravity thickener, Olsen replaced wiring and start/stop switch for one of the primary sludge pumps and zone control switches in the Biofilter. He also troubleshot alarms on two of the Unox Aeration Tank Aerators and cleaned up the PC boards in the starter control panels.

We contacted the Township of Ocean DPW to assist us with their storm water inlet basin cleaning truck with cleaning the effluent chamber of the aeration tank. We accumulate non-dispersible or rag material in the chamber and periodically have to clean it out. This work was done by Dan Miller and Rich Roman. I have been approached by the WEF House of Delegates-Non-dispersibles Workgroup to provide photos of any cleaning operations. They are collecting information from wastewater plants' case histories from all over the US.

Our gravity thickener and double disc pump are both working well. Our sludge inventory has been greatly reduced compared to the gravity thickener bypass operation.

Glen Henry has been monitoring the UNOX cooling tower and air compressor operation.

The temperature is holding AOK and no further overheating problems so far. Some sediment was found in the inline filters that he installed. He will be cleaning them on a routine basis.

The Main Pump Building hydrogen sulfide data was downloaded and showed the same results as before. The only hydrogen sulfides found were at an elevation of 2 ft. above the plant influent open channel. We also collected data from the bar screening-grit dumpster room. We found no hydrogen sulfide readings in the roll off container storage room.

We sent off dumpster samples to QC Labs for Non- Hazardous Suitability Determination for Waste Management and the PADEP. This appears to be an annual requirement, since our grit and screening material is disposed in Waste Management Landfills in PA.

I provided our set of record drawings for our 1986 Outfall Extension Project to T and M Associates for their design work for the wye connection construction. We also provided Bill Schmeling and T and M a list of our pump station force mains with dimensions and lengths for the proposal of locations of our force mains and sewer maps upgrade.

Ken Williamson and I met with T & M associates personnel to discuss their 2014 Annual Inspection Report and Capital Improvement Projects Timeline Flowchart.

COLLECTION SYSTEM OPERATION AND MAINTENANCE

The collection system had the following work to report:

At Interlaken Pumps Station, the force main location was located by contractor for the Monmouth County Bridge O-11 Project. The location of it was unclear due to all buried utilities at the corner of Main St. and Euclid Ave. It was found to be near the southern curb. Also the bulkhead location had been changed from the earlier records by approximately 10 ft. This added to the confusion of locating all utilities.

TOSA personnel performed all routine operation and maintenance work for the month.

At Cedar Village Pump Station, non-dispersibles or rag material was found clogged in the pumps. We unclogged the pumps and cutter assembly replacement was ordered with Pumping Services Inc. Ken Williamson also responded to a high wet well alarm due to their backwashing operation of their swimming pool. He advised their maintenance staff of this problem.

At Whalepond PS, Henry replaced a belt on the exhaust fan for the odor control unit and fixed a small Bioxide leak. At Wickapecko PS a broken control panel door hasp was replaced.

In June, we responded to several road or service calls: 262 S. Lincoln and 22 Oak Ave. We assisted plumbers with clean out location and our sewer mains were checked.

At 615 Carol Ave. we helped the homeowner locate their lateral and we recommended that they contact a plumber. We found the sewer main operation to be OK.

We performed sewer main cleaning at the following locations: Deal Lake Pt. Rd. we TV inspected the line and found some root material. We also did TV inspection work at the storm sewer at near 172 Park Blvd.

At 172 Park Ave. we found a broken sewer lateral. It was 6 ft. in depth. The line may have been damaged with the storm sewer repair work in the area. Mark Wozczak Mechanical Contractors were called in for this repair.

We also cleaned the sewer main by Logan Rd. by the English Manor Restaurant We found grease and some sand. We also cleaned the sewer lines near the high school and Waverly to Auth and Finderne Aves.

Respectfully submitted,

Thomas G. Meholic, Superintendent
6/26/14

Resolution

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

RESOLUTION 14 - 59 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	\$ 308,125.05
REVIEW and INSPECTION	937.50
EIT and CONSTRUCTION	55.00
RENEW and REPLACEMENT	0.00
TOTAL BILLS PAYABLE	\$ 309,117.55

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.

14 - 60

AUTHORIZING AWARD OF CONTRACT FOR THE MAIN PUMP STATION VFD REPLACEMENT PROJECT TO KRS SERVICES, INC. IN THE AMOUNT OF \$78,669.00

WHEREAS, the Township of Ocean Sewerage Authority advertised for the receipt of bids for the Main Pump Station VFD Replacement Project on May 28, 2014 in the Asbury Park Press; and

WHEREAS, eight (8) bids were received, opened and announced by the Authority at its offices on June 18, 2014, see attached bid tabulation; and

WHEREAS, in accordance with law, the Authority intends to award a contract to the lowest responsible bidder meeting the bids specifications for the term that is most advantageous to the Authority; and

WHEREAS, the low bidder M.B.T. Contracting LLC requested by letter dated June 25, 2014 to withdraw its bid due to a mathematical error; and

WHEREAS, the Authority's general counsel and qualified purchasing agent are of the opinion that the withdrawal request is proper in accordance with N.J.S.A. 40A:11-23.3; and

WHEREAS, the Authority's Executive Director has certified that funds are available for this contract from its Renewal and Replacement Fund.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby permits M.B.T. Contracting LLC to withdraw its bid in accordance with N.J.S.A. 40A:11-23.3; and

BE IT FURTHER RESOLVED that the Township of Ocean Sewerage Authority awards a contract to KRS Services Inc. in the amount of \$78,669.00 for the Main Pump Station VFD Replacement Project; 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. Stubbs offered the following Resolution and moved its adoption. Mr. Theodora seconded the motion.

14 – 61

AUTHORIZING REIMBURSEMENT IN THE AMOUNT OF \$805.00 TO ELENA AURICCHIO

WHEREAS, Elena Auricchio sold property located at 1307 Turner Avenue in the Township of Ocean (sewer account number 3387-0) on or about April 23, 2012; and

WHEREAS, Ms. Auricchio had direct debit from her bank account for sewer payments on account number 3387-0; and

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby authorizes reimbursement to Elena Auricchio in the amount of \$805.00 for payments erroneously deducted from her bank account.

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.

14 - 62

AUTHORIZING THE HIRING OF ALEX MILMOE AT A STARTING SALARY OF \$30,000

WHEREAS, the Township of Ocean Sewerage Authority has determined there is a need for additional personnel; and

WHEREAS, the Executive Director had previously interviewed six (6) individuals who had supplied the Authority with resumes in 2013; and

WHEREAS, the Executive Director recommended four (4) of the individuals to the Personnel Committee for second interviews; and

WHEREAS, the Personnel Committee interviewed the four (4) candidates on August 8th; and

WHEREAS, the Personnel Committee has made a recommendation to the Board on the hiring of additional personnel.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby hires Alex Milmoe at a starting salary of \$30,000 subject to the completion of a physical with no adverse recommendations from the doctor as of July 15, 2014 unless the Executive Director shall determine that his services are required earlier.

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.

14 - 63

AUTHORIZING RELEASE OF PERFORMANCE BOND NO. 1077884 OF WANAMASSA WOODS ESTATES, LLC FOR APPLICATION NUMBER 153

WHEREAS, the Township of Ocean Sewerage Authority granted preliminary, tentative and final approval to Wanamassa Woods Estates, LLC for application number 153 subject to the posting of a performance bond in the amount of \$93,742.27; and

WHEREAS, Wanamassa Woods obtained Bond No. 1077883 from Lexon Insurance Company in the amount of \$93,742.27 for the project known as Wanamassa Woods - application number 153; and

WHEREAS, no sanitary sewer work has taken place on the property the subject of application number 153; and

WHEREAS, Wanamassa Woods Estates, LLC sold the property on or about February 4, 2014.

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority that the Authority hereby releases any interest it has in Performance Bond No. 1077884 issued by Lexon Insurance Company for the Wanamassa Woods project - application number 153.

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.

14 - 64

AUTHORIZING PAYMENT FOR WORK PERFORMED AT 73 PARK BOULEVARD

WHEREAS, on June 9, 2014, the resident of 73 Park Boulevard (the "Property") called a plumber to clear a blockage preventing sewage from leaving the property; and

WHEREAS, the plumber was unable to clear the blockage; and

WHEREAS, Authority staff determined the blockage was caused by a crushed pipe; and

WHEREAS, the Authority's contractor repaired the crushed pipe.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes payment in the amount of \$214.00 to Christopher Siciliano in full satisfaction of any responsibility the Authority might have for the blockage affecting the 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.

14 - 65

AUTHORIZING PAYMENT IN THE AMOUNT OF \$149,067.80 TO COTHERY CONSTRUCTION COMPANY, INC. FOR GRAVITY THICKENER RECONSTRUCTION PROJECT

WHEREAS, the Township of Ocean Sewerage Authority awarded a contract to Cothery Construction Company, Inc. ("Cothery") in the amount of \$249,675.00 for the Gravity Thickener Reconstruction Project (the "Contract") on August 6, 2013; and

WHEREAS, a change order in the amount of \$1,540.00 was approved on December 3, 2013; and

WHEREAS, Cothery has completed the work under the Contract; and

WHEREAS, Maser Consulting has recommended payment in the amount of \$149,067.80 for work performed on the Contract.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby approves payment in the amount of \$149,067.80 to Cothery Construction Company, Inc. in accordance with Maser Consulting's letter dated June 23, 2014.

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.

14 - 66

AUTHORIZING KEN WILLIAMSON TO ATTEND 2014 WEFTEC CONFERENCE

WHEREAS, seminar and educational training is an important component of staff development; and

WHEREAS, the Authority encourages its staff to attend seminars and educational training; and

WHEREAS, the annual WEFTEC conference is the largest conference and trade show of its kind devoted to water and wastewater issues.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority approves an expenditure of an amount not to exceed \$1,750.00 for Ken Williamson to attend the 2014 WEFTEC conference in New Orleans, Louisiana held from September 27, 2014 to October 1, 2014.

Roll Call: Bernhardt, Galvin, Stubbs, Theodora, Villapiano
Yes Yes No Yes Yes

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:
Contractual matters
Service agreements
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

Following the closed session, 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 STUBBS, Secretary