

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY  
REGULAR MEETING**

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

Present: Bernhardt, Galvin, Kelly, Stubbs, Villapiano\*  
Absent: None  
Others: Attorney John Bonello, Engineer Henry Johnson,  
Executive Director Bill Schmeling, Superintendent Tom Meholic

\* Mr. Villapiano had to leave early.

Chairman Galvin called the meeting to order.

All recited *The Pledge of Allegiance*.

**WORK SESSION**

Director's Report. Mr. Schmeling reported that he has been working on amendments to the TOSA handbook and discussing changes with Attorney Bonello.

He is also working with Auditor David Kaplan on the audit for 2013.

Director Schmeling reminded members that there would be a special meeting on Tuesday, January 14 2014 for the purpose of interviewing engineering candidates. He has provided members with copies of their proposals in preparation for the meeting.

The Director provided to the members a review of the proposals for the inspection of the interior of the outfall pipe. He recommends the award to Redzone, and noted that there is a resolution for the award of the contract on the agenda. He will meet with the contractor to discuss the project.

Attorney's Report. Mr. Bonello reported that has been working with Director Schmeling on amending the handbook. He has also continued to work with Mr. Schmeling on the service contract with the Borough of Deal.

Engineer's Report. Mr. Johnson reported on the sewer project and noted that the solution they previously thought would solve the problem on the low area of the pipe may not be the best solution. He recommends that a miniscope be used to investigate the length of the pipe. They will put together a recommendation to be presented at the February meeting.

The engineers met with DOT relative to the Logan Road intersection at Route 35. They decided to change some of the manholes and discussed a proposed traffic pattern that the contractor will have to follow during the work.

Plant Superintendent's Report. Mr. Meholic provided the Operator's Report for the month of December 2013.

He expressed his sympathy on the death of former TOSA member James Vacchiano and to Glen Henry and his family on the death of his father.

**BUSINESS SESSION**

Mr. Schmeling provided a review of the Resolutions on the agenda.

**Resolution**

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

A copy of the Plant Operator's Report for the month of December 2013 was received, a copy of which follows:

**January 7, 2014 Work/Agenda Meeting**  
**THE TOWNSHIP OF OCEAN SEWERAGE AUTHORITY**  
**December, 2013 Operator's Report**

The December 2013 report shows the treatment plant and collection systems O.K. with some repairs to report.

The average daily flow to date was 3.769 MGD. The highest daily flow was 4.813 MGD on December 30th. The total precipitation to date was 5.76 inches of rain to date for the month; the largest precipitation 1.51 inches on December 15th.

The monthly average effluent suspended solids concentrations, to date, 11 mg/l. For CBOD, the concentration was 5 mg/l. The average percentage removals for these same effluent parameters were 90 % 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.

The Gravity Thickener Project is complete for the moment. We continue the manual sludge pumping from the primary tanks. We have adjusted our sludge hauling schedule during this gravity thickener bypass operation. We have shut off the Biofilter for the winter; however we discovered some broken water lines that will be repaired in the spring.

We are checking our Liquid Oxygen Tank for small leakage into the system. Air Liquide and Cryogenics Inc. have been contacted for inspection work on the tank. So far, the inspection work has not found any leak.

**COLLECTION SYSTEM OPERATION AND MAINTENANCE**

The collection system had the following work to report:

At Whalepond Pump Station we responded to alarms for pumps failed and clogged with rags. Ken Williamson, Bruce Olsen, and Glen Henry all checked the pumps that were clogged with rag and wipe material. We determined that the grinder unit had been clogged and is not working properly. We attempted to pull the grinder unit out with the existing TOSA equipment and are not equipped to move it. We have called Mark Wozczak Mechanical Contractors Inc. to remove the unit for repair. The cutter assembly cartridge will be sent to the factory for exchange and rebuild.

We installed the rag basket to bypass the grinder unit. The collection system operators are removing rag and wipes material at a rate of 15 gals /day. This operation and periodic pump clog removal work will continue until the grinder is repaired. Whalepond PS is the second largest pump station in our system.

Service calls for the month were made at the following locations:

707 South Edgemere lateral checked for blockage and 2004 Picton Ave.

At 2004 Picton, the second location we found a flooded basement. We found the sewer main clog and a backed up manhole. We jetted the sewer main from Dow Ave. to the OTHS Football Field. We found a manhole at the football field full of sticks and debris. Williamson, DiOrio and Roman cleaned the manhole. They also found the concrete riser had a hole in it, which is probably how the debris entered the manhole. The hole in the concrete will be repaired when weather permits.

Sewer line maintenance with our jet/vacuum truck was performed at the following locations:

Fredric and Lynn Dr. easement, where we found heavy roots in the pipe joints and sand. We also jetted near Red Lobster Restaurant to Armstrong St. and across Highway 35. We also jetted the lines on Fairmount Ave. from Logan Rd. to Highway 35 and Allen to Sunset Aves.

Other activity for the month had Ken Williamson attend a meeting with the Ocean Twp. DPW regarding the damaged line at Edgemere Place. Ken showed them his video inspection tape for the area. The Township is going after a subcontractor for NJ Natural Gas who had laid new gas pipe in that location earlier this year. We also TV inspected a storm sewer for the Township at Doris Dr.

**PERSONNEL AND WELFARE**

This past month we bid fond farewell to James Vacchiano, a long time member of the Authority. Jim’s hard work, guidance, political and historical knowledge, cheerful and caring attitude were always something we could count on. We thank him for his contribution to the Town and Authority, which have been great. He will be really missed.

We also lost Jack Henry (Glen’s father), local painting contractor and long time resident and member of the Oakhurst Fire Department.

Our sincerest condolences go to Frank Vacchiano, Glen Henry and their families at this most difficult time.

Respectfully submitted,

Thomas G. Meholic, Superintendent  
1/02/14

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

**Resolution**

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

**RESOLUTION 14 - 1  
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	\$ 225,328.59
REVIEW and INSPECTION	1,881.00
EIT and CONSTRUCTION	11,007.50
RENEW and REPLACEMENT	<u>0.00</u>
<b>TOTAL BILLS PAYABLE</b>	<b>\$ 238,217.09</b>

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

**Resolution**

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

**14 - 2**

**AUTHORIZING PURCHASE OF 2014 FORD F-250 4WD EXTENDED CAB  
UNDER STATE CONTRACT FROM DFFLM LLC**

**WHEREAS**, the Authority is desirous of purchasing a truck with a snow plow to replace Truck #3; and

**WHEREAS**, the Authority has a Qualified Purchasing Agent; and

**WHEREAS**, DFFLM LLC d/b/a Ditschman/Flemington Ford has a State contract for a 2013 Ford F-250 4WD extended cab under contract number A83577; and

**WHEREAS**, contract number A83577 was extended to cover 2014 Ford F-250 4WD extended cabs; and

**WHEREAS**, contract number A83577 includes the installation of an 8' Boss snowplow for \$3,350; 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 authorizes the purchase of a 2014 Ford F-250 4WD extended cab with a Boss 8' snowplow under State contract number A83577.

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

Resolution

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

**14 - 3**

**DESIGNATING NEW JERSEY UTILITY AUTHORITIES  
JOINT INSURANCE FUND COMMISSIONER**

**BE IT RESOLVED** that the Township of Ocean Sewerage Authority that Executive Director William E. Schmeling is hereby designated as the Authority's Fund Commissioner to the New Jersey Utilities Authority Joint Insurance Fund for 2014.

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

Resolution

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

**14 - 4**

**AUTHORIZING APPOINTMENT OF  
PUBLIC AGENCY COMPLIANCE OFFICER FOR 2014**

**WHEREAS**, the State of New Jersey Department of the Treasury Affirmative Action Office mandates the appointment of a Public Agency Compliance Officer annually; and

**WHEREAS**, William E. Schmeling currently serves as Public Agency Compliance Officer.

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority hereby appointment William E. Schmeling as the Authority's Public Agency Compliance Officer for the year 2014.

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

Resolution

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

**14 - 5  
TRANSFER**

**WHEREAS**, the Township of Ocean Sewerage Authority adopted its annual budget for 2013 and has set aside funds to be spent in connection with certain budget appropriations; and

**WHEREAS**, the Township of Ocean Sewerage Authority has determined there is a need for additional funds in certain budget appropriations.

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Ocean Sewerage Authority, that the following transfers be approved:

TO:

Administration	Trustee & Paying Agent 3-01-50-500-312	\$ 150.00
Treatment Plant	Sodium Hypochlorite 3-01-60-600-304	\$ 2,500.00

FROM:

Administration	Office Salaries 3-01-50-500-103	\$ 150.00
Treatment Plant	Liquid Oxygen 3-01-60-600-303	\$ 2,500.00

**AND BE IT FURTHER RESOLVED** that two (2) certified copies of this Resolution be forwarded to the Director, Division of Local Government Services.

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

Resolution

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

**14 - 6**

**AUTHORIZING REDUCTION IN PERFORMANCE GUARANTEE FOR  
DEAL MANOR ESTATES - APPLICATION NUMBER 163**

**WHEREAS**, Deal Manor Estates was granted final approval on June 7, 2012 for major subdivision consisting of thirty (30) single-family residential dwellings; and

**WHEREAS**, Deal Manor Estates was required to post a performance guarantee in the amount of \$391,203.98; and

**WHEREAS**, Deal Manor Estates has installed various items covered by the performance guarantee; and

**WHEREAS**, Deal Manor Estates has requested a reduction in the performance guarantee; and

**WHEREAS**, the Authority’s engineer has recommended reduction in the performance

guarantee to \$67,360.66 by letter dated December 9, 2013.

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Ocean Sewerage Authority that reduction of the performance guarantee posted by Deal Manor Estates be reduced to \$67,360.66, subject to the following conditions:

- 1. Payment of \$250.00 representing the attorney’s review fee of the performance bond; and
- 3. Payment of inspection review fees in the amount of \$15,233.80; and
- 4. Providing the performance guarantee in the amount of \$67,360.66 of which \$6,736.07 shall be in cash and \$60,624.59 shall be in the form of a performance bond.

Roll Call:     Bernhardt, Galvin, Kelly, Stubbs  
                   Yes            Abstain   Yes    Yes

Resolution

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

**RESOLUTION 14 -7**

**AUTHORIZING REFUND IN THE AMOUNT OF \$115.00 TO SUNEAL CHAUDHARY AND SEONG YOUN KIM FOR ACCOUNT NUMBER 5870-0**

**WHEREAS**, Suneal Chaudhary and Seong Youn Kim (the “previous owners”) resided at 424 West Lake Avenue (“their home”) in the Township of Ocean; and

**WHEREAS**, the previous owners sold their home on June 27, 2013; and

**WHEREAS**, the previous owners made a sewer payment on or about August 5, 2013; and

**WHEREAS**, the transaction history confirms the payment from the previous owners after they sold their home.

**NOW, THEREFORE BE IT RESOLVED** by the Township of Ocean Sewerage Authority that a check in the amount of \$115.00, payable to Suneal Chaudhary and Seong Youn Kim, be issued representing a refund of their August 5, 2013 sewer charges.

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

Resolution

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

**14 - 8**

**AUTHORIZING AWARD OF CONTRACT FOR INTERIOR INSPECTION OF OCEAN OUTFALL PIPE**

**WHEREAS**, the Authority has determined that an interior inspection of the Authority’s ocean outfall pipe should be performed to help determine the overall condition of the outfall pipe; and

**WHEREAS**, the Authority advertised for proposals on October 4, 2013; and

**WHEREAS**, the Authority received three (3) proposals for the interior inspection of the outfall pipe; and

**WHEREAS**, the Executive Director of the Authority has certified that there are funds available for this work from the Authority’s 2014 capital asset management budget.

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority hereby awards a contract to RedZoneRobotics in the amount of \$39,450.00 to perform an interior inspection of the Authority’s ocean outfall pipe in accordance with its proposal.

Roll Call:     Bernhardt, Galvin, Kelly, Stubbs

Yes Yes Yes Yes

Chairman Galvin read the following proclamation in honor of Mr. Kelly upon the occasion of his retirement from the Township of Ocean Sewerage Authority.

**TOWNSHIP OF OCEAN  
SEWERAGE AUTHORITY**

**Proclamation**

**WHEREAS**, Christopher Kelly was appointed to the Township of Ocean Sewerage Authority on March 1, 2009; and

**WHEREAS**, Christopher Kelly served on the Board for the Township of Ocean Sewerage until January 31, 2014; and

**WHEREAS**, Christopher Kelly served as Secretary/Treasurer of the Township of Ocean Sewerage Authority during his tenure; and

**WHEREAS**, Christopher Kelly serves as the Superintendent of the Township of Neptune Sewerage Authority and used this knowledge to balance the needs of the Authority to operate efficiently with the desire to keep ratepayer annual service and connection fee charges in line; and

**WHEREAS**, Christopher Kelly moved the Authority to be pro-active with regard to maintenance of its facilities rather than remaining reactive.

**NOW, THEREFORE, ON BEHALF OF THE BOARD OF THE TOWNSHIP OF OCEAN SEWERAGE AUTHORITY, its ratepayers and service communities**, I, Dennis Galvin, Chairman of the Board of the Township of Ocean Sewerage Authority, would like to express their sincere appreciation to Christopher Kelly for his service on the Board of the Township of Ocean Sewerage Authority.

The members expressed their thanks and best wishes to Mr. Kelly.

**RESOLUTION DECLARING CLOSED SESSION**

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

**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 issues
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, Kelly, Stubbs  
Yes Yes Yes Yes

There being no further business to come before the Board, Mr. Bernhardt made a motion to adjourn the meeting. Mr. Stubbs seconded the motion and all voted in favor of adjournment.

Respectfully Submitted,

CHRISTOPHER E. KELLY, Secretary