

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

October 7, 2014

A Work Meeting and Agenda Conference for the Township of Ocean Sewerage Authority for the month of October 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
 Absent: None
 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*.

The Executive Director introduced Mayor William Larkin and Township Manager Andrew Brannen. Mr. Schmeling advised that it would be necessary to go into a Closed Session Meeting.

Resolution

Mr. Stubbs 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:

Legal matters
 Contract negotiations

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

Mr. Villapiano moved to close the Executive Session and return to the regular meeting. Mr. Theodora seconded the motion and all voted in favor of resuming the regular meeting.

2015 BUDGET

The purpose of the Budget Meeting was to introduce the annual budget for 2015, the adoption of which is scheduled for the meeting to be held on December 2, 2014.

The Director presented a review of the Budget, which was prepared by Auditor David A. Kaplan.

Chairman Galvin asked members for their comments on the Budget, and there was some discussion.

Upon conclusion of the discussion, Mr. Theodora offered the following Resolution. Mr. Stubbs seconded the motion.

14 - 75
TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
2015 AUTHORITY BUDGET RESOLUTION
FISCAL YEAR: JANUARY 1, 2015 TO DECEMBER 31, 2015

WHEREAS, the Annual Budget and Capital Budget for the Township of Ocean Sewerage Authority for the fiscal year beginning January 1, 2015 and ending December 31, 2015 has been presented to the governing body of the Township of Ocean Sewerage Authority at its open public meeting of October 7, 2014; and

WHEREAS, the Annual Budget, as introduced, reflects Total Revenues of \$7,245,000, Total Appropriations, including any Accumulated Deficit, of \$7,245,000 and Total Unreserved Net Assets utilized of \$0.00; and

WHEREAS, the Capital Budget, as introduced, reflects Total Capital Appropriations of \$5,155,000 and Total Unreserved Net Assets planned to be utilized as funding thereof of \$0.00; and

WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenue, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the Authority’s planning and management objectives; specific authorization to expend funds for the purposes described in this Section of the budget must be granted by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Ocean Sewerage Authority at an open public meeting held on October 7, 2014 that the Annual Budget, including appended Supplemental Schedules, and the Capital Budget/Program of the Township of Ocean Sewerage Authority for the fiscal year beginning January 1, 2015 and ending December 31, 2015 is hereby approved; and

BE IT FURTHER RESOLVED that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the Authority’s outstanding debt obligations, capital lease arrangements, service contracts and other pledged agreements; and

BE IT FURTHER RESOLVED that the Governing Body of the Township of Ocean Sewerage Authority will consider the Annual Budget and Capital Budget/Program for adoption on December 2, 2014.

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

WORK SESSION

Director's Report. Mr. Schmeling reported that the TV truck arrived and some employee training is being provided.

He advised that the contractor power washed the WYE of the outfall line and was able to more clearly view the condition of the pipe and the amount of flow going through it. The contractor provided shop drawings and made some recommendations for the project. They would prefer to use HDPE instead of iron pipe. Engineer Tim Shea noted that this would be less expensive and could be manufactured more quickly. Because it would be more buoyant it would have to be anchored down.

Mr. Schmeling advised that this year he did not make any request for a project due to the fact that there are still two projects to be completed.

Mr. Stubbs asked about the effect of the Township's Deal Lake Point Road project on the existing sewer line. Mr. Shea recommends structurally lining the terracotta pipe to prevent damage from the vibration that will result from the roadwork. There was discussion about replacing the pipe versus lining it. Mr. Shea noted that the costs would be similar, but lining would be completed more quickly than replacement. Mr. Galvin said that he would like to have a video inspection done before making a final decision. Attorney Bonello noted that this would have to go out to bid quickly so that any work by TOSA could be completed prior to the commencement of the road replacement project. Mr. Theodora suggested that the video be done right away and sent to Mr. Shea,

There was discussion relative to the request made by the Whalepond Brook Watershed Association for the use of the Authority's easement to access State owned property. Mr. Bonello advised that we have no authority to give a third party access to our easement. He noted that we can permit them to use our easement for a pathway without them building a structure or interfering with TOSA's access.

There was discussion about the water line break at Wanamassa Woods.

Attorney's Report. Mr. Bonello reported that he has been working on the issue with the new senior residences. He also worked on agenda items with the Executive Director and worked on the Deal issues.

Engineers Report. Mr. Shea reported that he received a resubmittal of shop drawings from KRS Services for the VFD replacement project and they addressed most of the engineer's concerns. He thinks that the shop drawings could be accepted subject to some comments.

With regard to the outfall line WYE replacement project, the NJDEP has requested a letter providing them with an outline of the scope of work and a basic schedule, and Mr. Shea will provide them with that information.

Plant Operators Report. Mr. Meholic provided a review of his report.

In addition he reported on his attendance at the WEFTEC conference. Chairman Galvin also attended the conference and advised members that he spoke with the representative of the vendor from whom we purchased the TV truck. He asked whether or not something could be added to track the location of force mains and requested a demonstration of the tracking equipment. Plant Superintendent Tom Meholic suggested that Whalepond Pump Station would be a good choice for the demonstration because it is a dual force main.

BUSINESS SESSION

The Executive Director provided a review of the Resolutions.

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Mr. Villapiano offered a motion, seconded by Mr. Theodora to approve the following minutes. All voted to approve the minutes with the exception of Mr. Stubbs who abstained due to his absence from the September meeting.

Regular Meeting

September 2, 2014

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

FINAL OPERATORS REPORT
October 7, 2014 Work/Agenda Meeting
THE TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
September 2014 Operator's Report

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

The average daily flow to date was 3.544 MGD. The highest daily flow was 4.588 MGD on September 1st. The total precipitation to date was 1.82 inches to date for the month; the largest precipitation was 0.65 inches on September 6th. The monthly average effluent suspended solids concentrations, to date, 8 mg/l and for CBOD, the concentration was 3 mg/l. The average percentage removals for these same effluent parameters were 95% and 98% 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 the following maintenance this month: they removed two pumps- a raw sludge grinder pump and a return sludge pump for bearing replacement and rebuild at Pilot Electric Co., replaced a hose on a thickened waste sludge pumps. Bruce Olsen and Art Hatin, EMI also worked on some control problems on the same pump.

On the PSA System they cleaned the water separator tank and tested the water level safety switch. In the aeration tanks they cleaned the dissolved oxygen probes. They also replaced the bearings on the odor control fan at Sludge Holding Tank 2.

Alex (AJ) J and Glen also performed other routine maintenance throughout the plant site. Glen also attended a meeting at the OEM office held at Township of Ocean town Hall.

Bruce and Chris of EMI Inc. finished the optic fiber cable installation for the proposed alarm project. Dave Seaton of SECO Inc. is projecting the start date to be mid- October. Bruce has not received any additional equipment submittals for the proposed Main Pump Building VFD Replacement Project.

Alternate Power Generator Service was in to perform Annual Service and Inspection of all power generators at the plant and pump stations. We ran an Energy Curtailment

Specialists Inc. power curtailment test on our plant generators. They will be in to check on their meters and send us a report on this initial test of their curtailment procedures. Our generators performed well and their phone contact before and after was very thorough and professional.

COLLECTION SYSTEM OPERATION AND MAINTENANCE

The collection system had the following work to report:

All routine inspection and maintenance work was completed by Tom DiOrio and Vinnie D'Esposito. At Norwood Ave. PS. Ken Williamson and Bruce Olsen found a relay in the pump control panel that making considerable noise, they removed and cleaned it and returned it to service.

At the Logan Rd/ English Manor site, we cleaned some downstream sand from recent repair construction and grease. Frank Vacchiano attended a meeting regarding the Jason Burke Construction Co. and NJ American Water Co. with the sewer repair and water main leak. Nothing is resolved at this point. We will keep you advised.

Road or service calls for the month included an odor complaint at 21 Oxford Dr. We investigated and found nothing. Vinnie and Tom took Van Cleef Engineers Inc. around the collection system to show them the force mains for their RFP for the Collection System - Forcer Main locations and mapping. We also checked on a potential sinkhole near our Allenhurst Flow Meter, which ended up not being related to our sewer line in the area. We raised a manhole to grade elevation on Wickapecko Dr., near Grassmere Ave.

We had a pre-construction meeting on the Outfall Wye Replacement Project. A diver measurement inspection was scheduled for 9/25/14, but was cancelled for foul weather.

REGULATORY AFFAIRS

We completed sampling for our Annual Waste Characterization Report for our effluent, sludge and Annual Toxicity Report. The Annual Toxicity report was 100% organism survival rate or a perfect score, after 4 days of living in our effluent composite sample. Congratulations to our plant staff - mechanics, operators and supervisors; and Jennifer Crumley, our lab supervisor, for their excellent work for this result.

Respectfully submitted,

Thomas G. Meholic, Superintendent
9/25/14

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

Resolution

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

RESOLUTION 14 - 76 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.

14 – 78
AUTHORIZING GREELEY AND HANSEN TO EVALUATE
EXISTING ODOR CONTROL UNITS

WHEREAS, the Township of Ocean Sewerage Authority has determined that the an evaluation of the existing odor control units is appropriate to determine their effectiveness is warranted; and

WHEREAS, an RFP was submitted to several of the Authority’s pre-qualified engineers; and

WHEREAS, proposals were submitted by Greeley and Hansen, R3M Engineers and T&M Associates; 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 evaluate the existing odor control units in accordance with their proposal dated September 18, 2014 in an amount not to exceed \$25,000.

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

The members decided to table Resolution 14-79 pending a demonstration of the equipment that could be utilized to locate the force mains.

Resolution

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

14 – 80
AUTHORIZING SERVICE AGREEMENT WITH THE
BOROUGH OF DEAL, EFFECTIVE MARCH 3, 2013

WHEREAS, the Township of Ocean Sewerage Authority and the Borough of Deal entered into a service agreement on or about September 3, 1985 wherein the Authority agreed to accept sewage flow from Deal for purposes of treatment, subject to certain terms and conditions (the “Agreement”); and

WHEREAS, the Agreement expired on March 2, 2013; and

WHEREAS, the Authority and the Borough entered into negotiations around August 2012 for purposes of establishing the terms and conditions of a new agreement; and

WHEREAS, the Authority and the Borough had several meetings and exchanged several proposals setting for the terms and conditions of a new agreement; and

WHEREAS, the parties are desirous of settling the terms of compensation at a rate equal to eighty percent (80%) of the annual service charge for residents of the Township of Ocean and excess flow charge equal to \$1,300 for daily excess flow over 750,000 gallons.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes the Executive Director and Authority Counsel to prepare a new service agreement, for a term of not less than twenty (20) years, with compensation equal to 80% of the annual service charge for residents of the Township of Ocean and excess flow charge equal to \$1,300 for daily excess flow over 750,000 gallons, and such other terms and conditions as agreed upon between the parties.

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.

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:

3. The Public shall be excluded from discussion of and action upon the hereinafter-specified subject matters.

4. The general nature of the subject matter to be discussed is as follows:

- Contract relations
- Personnel

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. Theodora moved that the meeting be adjourned. Mr. Villapiano seconded the motion and all voted in favor of adjournment.

Respectfully submitted,

RALPH STUBBS, Secretary

