

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

A Work Meeting and Agenda Conference of the Township of Ocean Sewerage Authority for the month of May 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. 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*.

WORK SESSION

Director's Report. Director Schmeling reported that the Township Manager has advised that the Council will act on the two Interlocal Service Agreements at their next meeting.

As reflected in his written report, he put out an RFP for energy curtailment and received one response. Mr. Galvin advised members of his experience with this program. It was determined that a Resolution would be added to the agenda to award a contract for this.

Mr. Stubbs asked for additional information relative to the outfall pipe. Mr. Schmeling spoke with the diver today and unfortunately, due to wind conditions, he has not been able to dive. It is the diver's intention to take some measurements of the pipe so that temporary repairs can be considered. Work would most likely take place after the summer season.

There was discussion relative to the Interlaken Pump Station project including options for servicing equipment of the proposed wet-well.

Mr. Villapiano asked about the protection plans for sewer repairs that were mentioned in the Executive Directors report. This type of plan would cover problems from the curb to the house. Mr. Bonello noted that this type of plan is valuable and popular. Mr. Schmeling will obtain additional information on available protection plans.

Members discussed sending TOSA representatives to the international WEFTEC convention to be held in October. He emphasized the value of the various workshops that are provided as well as learning about new equipment and innovations. Mr. Theodora noted that vendors from all over the world attend, which can result in savings on various upgrades and products. Chairman Galvin provided additional information about the conference. Mr. Stubbs is concerned about the costs associated with sending representatives. Mr. Meholic noted that he is a member of WEFTEC and will be attending the next two conventions. Mr. Galvin requested that Mr. Meholic provide a written report for the board on the benefits of attending the convention so this can be discussed further in June.

Attorney's Report. Mr. Bonello reported that he has been working with Director Schmeling a number of items in the Director's Report. He reviewed the statute on mark out requests. In addition, there was an OPRA request that generated some questions. He also has reviewed correspondence with the Borough of Deal and there was discussion on this ongoing matter.

Engineer's Report. Mr. Shea reported that the Annual Report was completed and provided to members for review and he provided additional information on some of the items included in the report.

He thanked the staff for showing T&M staff around the facility and for answering T&M's questions.

Plant Superintendent's Report. Mr. Meholic provided the Operator's Report for the month of April 2014.

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

Resolution

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

Regular Meeting

April 1, 2014

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

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

May 6, 2014 Work/Agenda Meeting

THE TOWNSHIP OF OCEAN SEWERAGE AUTHORITY

April 2014 Operator's Report

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

The average daily flow to date was 4.901 MGD. The highest daily flow was 6.649 MGD on April 1st. The total precipitation to date was 7.27 inches to date for the month; the largest precipitation was 3.63 inches on April 30th. The monthly average effluent suspended solids concentrations, to date, 8 mg/l and for CBOD, the concentration was 6.0 mg/l. The average percentage removals for these same effluent parameters were 93% and 90 % 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.

We had 3.63 inches of rain on 4/30. The plant flow peaked at 20+ MGD, and remained off the chart from 830PM to 115 AM. Total flow yesterday was approximately 9.0 MGD with a peak of 13 MGD. Poplar Brook flooded to 1 ft away from the Main Pump Bldg. and we had already set the storm doors in place before the brook rose.

TOSA personnel worked on the following: Bruce Olsen worked on controls at the Main Pump Bldg. We had Chris Pawlach of ITS in to troubleshoot this recurring problem. Bruce ended up replacing SCADA -Ethernet switches on the SCADA for the both the Control Bldg. and Main Pump Bldg. control panels.

Glen Henry worked finishing cooling tower piping work on the UNOX compressors.

Glen has checked new in line cleanout and strainers and all are clean with no residue.

Certified Labs has taken piping and residue samples to send to their headquarters labs for analyses and review. We are still waiting for their results.

Atlas Copco Co field service engineers replaced 2 new oil coolers and replaced the 3rd cleaned oil cooler. We had Pilot Electric Co. acid clean all 3 original oil coolers. This gives us 2 spares for future use. The air compressor is running app. 40 degrees cooler than before all of this maintenance work.

T and M Associates were onsite for the following: Bruce Olsen helped them review the Main Pump Bldg. Heating and Ventilation issues. The heaters will be replaced and the ventilation fans are projected to run continuously. We will change the H2S sensors where called for. TOSA will measure H2S levels in the wet well areas. This will help with the type of carbon selection. We are exploring reusing the existing carbon scrubber equipment with different carbon and a different water scrubbing system if called for. We are also exploring if process water can be pre-filtered and used as an alternative for backwashing the future carbon. We will repeat the same review of the H2S levels at the Grit Bldg.

We had the NJDEP Annual Audit of the Plant and Pump Stations. We reviewed all DMR and SQAR data and introduced Jennifer Crumley to the DEP inspection personnel. We will respond to a few paper work changes. Jennifer and I completed the Performance Testing for our annual certification renewal. We successfully passed all 6 testing parameters.

COLLECTION SYSTEM OPERATION AND MAINTENANCE

The collection system had the following work to report:

At Interlaken Pumps Station, JCP&L is installing some of the new poles prior to the Bridge O-11 construction takes place.

At Colonial Terrace PS, we responded to a control alarm that Bruce Olsen replaced a transducer. He also replaced one at Wickapecko PS. At Green Grove PS, Verizon is still working on trouble shooting alarm problems.

We had a pre-bid meeting for prospective bidders on the Collection System Alarms and Communications Project.

Mark Wozczcak Mechanical Contractors worked on lateral replacements at 402 West Park Ave., and 2305 Sunset Ave. and worked on location of the force main near the Bridge O-11 Project.

We had miscellaneous service calls this month at 1312 Opdyke, 187 Pinewood Ave., 389 Lake Ave. and 1106 Grassmere Ave. We performed easement cleaning at West Park Ave. and Rustic Dr. We also inspected a drainage issue behind the high school, which was a storm sewer issue.

We opened the Deal Lake Flume Gates on 3/28/14. We assisted Cothery Construction with some additional vacuum work on the gravity thickener.

Ken Williamson also showed some of T&M Associate’s personnel the outfall location.

Respectfully submitted,
Thomas G. Meholic. Superintendent
5/02/14

Resolution

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

RESOLUTION 14 - 42

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 print-out of the list of bills will be on file in the Purchasing Agent’s Office.

CURRENT FUND	\$ 310,628.07
REVIEW and INSPECTION	353.50
EIT and CONSTRUCTION	31,580.66
RENEW and REPLACEMENT	0.00

TOTAL BILLS PAYABLE	\$ 342,562.23

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

14 - 43

AUTHORIZING EXECUTION OF SANITARY SEWER EASEMENT FOR 1910 INVESTMENTS LLC - APPLICATION NUMBER 177

WHEREAS, 1910 Investments LLC was granted preliminary, tentative and final approval on March 4, 2014; and

WHEREAS, the Authority’s engineer has recommended the granting of a sanitary sewer easement by the applicant to the Authority; and

WHEREAS, the applicant has prepared a sanitary sewer easement as directed by the Authority’s engineer; and

WHEREAS, the Authority’s general counsel and engineer have approved the sanitary sewer easement as to form and substance.

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority that the Authority’s Chairman and Secretary are authorized and directed to execute the attached sanitary sewer easement for 1910 Investments, LLC

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

Resolution

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

14 - 44

AUTHORIZING EXECUTION OF CONTRACT WITH HALL & ASSOCIATES FOR MIXING ZONE JUSTIFICATION REPORT

WHEREAS, the Authority accepted a proposed settlement with the New Jersey Department of Environmental Protection (“NJDEP”) on the issue of mixing zone justification with regard to the Authority’s New Jersey Pollution Discharge Elimination System permit (the “Permit”); and

WHEREAS, as part of the settlement, the Authority is required to provide facility specific information with regard to its outfall pipe and its chronic mixing zone and associated dilution factor; and

WHEREAS, the Authority has previously worked with Hall & Associates on similar Permit issues; and

WHEREAS, Hall & Associates have entered into agreements with similarly-situated authorities on this issue; and

WHEREAS, the Authority’s Executive Director certifies there are sufficient funds available in the Authority’s legal line item for this agreement.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby authorizes the Chairman and Executive Director to execute the attached Authorization to Provide Services with Hall & Associates.

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.

Resolution

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

14 - 45

AUTHORIZING AWARD OF CONTRACT FOR THE FURNISHING AND DELIVERY OF VIDEO PIPELINE INSPECTION SYSTEM WITH VEHICLE FOR DEPLOYING SYSTEM

TO EAGLE EQUIPMENT INC. dba PEIRCE EQUIPMENT CO.

WHEREAS, the Township of Ocean Sewerage Authority advertised for the receipt of bids for furnishing and delivery of video pipeline inspection system with vehicle for deploying system on February 28, 2014 in the Asbury Park Press; and

WHEREAS, bids were received, opened and announced by the Authority at its offices on April 9, 2014; 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, Eagle Equipment Inc. d/b/a Peirce Eagle Equipment Co. was the lone bidder with a base bid of \$198,830.00 and optional equipment bids of \$1,145.00 for a portable electric air compressor, \$3,040.00 for a radio detection locating receiver, \$11,636.00 for a push camera with 200’ of cable rod, and \$15,328.00 for a pole camera with monitor; and

WHEREAS, the equipment is being jointly purchased with the Township of Ocean; and

WHEREAS, the Township of Ocean has reviewed the bid documents and has no objection to the award of the contract to Eagle Equipment Inc.; 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 award a contract to Eagle Equipment Inc. d/b/a Peirce Equipment Co. in the amount of \$198,830.00 for the Furnishing and Delivery of Video Pipeline Inspection System; and

BE IT FURTHER RESOLVED that the Township of Ocean Sewerage Authority hereby awards a contract for \$19,513.00 for Alternate and Option items in the bid: portable electric air compressor, radio detection locating receiver and pole camera with monitor; 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 No Yes Yes Yes

Resolution

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

14- 46

**AUTHORIZING ADVERTISEMENT FOR MAIN
PUMP BUILDING VFD REPLACEMENT**

BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes the Executive Director to advertise for the replacement of the VFDs and control panel for the pumps in the main pump building.

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.

14 - 47

**AUTHORIZING INTERLOCAL AGREEMENT WITH THE TOWNSHIP OF OCEAN FOR
THE PURCHASE AND MAINTENANCE OF A PIPELINE VIDEO INSPECTION SYSTEM**

WHEREAS, the Township of Ocean Sewerage Authority and the Township of Ocean propose to enter into a Interlocal agreement for the purchase and maintenance of a pipeline video inspection system, where the Authority will take the lead in purchasing the equipment and will store the equipment; and

WHEREAS, the Authority and the Township had demonstrations from Golden Equipment Co., Inc.; Aries Industries, Inc.; Timmerman Equipment Company; Peirce-Eagle Equipment Co.; Cobra Technologies; and Jet-Vac Inc., a Jack Doheny Company; and

WHEREAS, the Authority and the Township agreed to advertise for the furnishing and delivery of a pipeline video inspection system with a vehicle for deploying the system; and

WHEREAS, the Authority advertised for the furnishing and delivery of a pipeline video inspection system with a vehicle for deploying the system on February 28, 2014 in the Asbury Park Press; and

WHEREAS, the Authority and the Township are in agreement to award a contract to Eagle Equipment Inc. d/b/a Peirce Eagle Equipment Co. as the lowest responsive responsible bidder for the furnishing and delivery of a pipeline video inspection system with a vehicle for deploying the system.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority agrees to enter into an Interlocal Agreement for the purchase and maintenance of a pipeline video inspection system in a form similar to that attached to this Resolution.

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 14 - 48
AUTHORIZE VOIDING OF STALE CHECK**

WHEREAS, it is sound financial practice to void stale checks (checks issued more than one year ago); and

WHEREAS, there is one stale check in the Authority’s payroll account.

NOW, THEREFORE BE IT RESOLVED by the Township of Ocean Sewerage Authority that the Executive Director is authorized to void check number 605 issued from the Authority’s payroll account in the amount of \$415.06, issued March 2, 2012.

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 - 49
AUTHORIZING AWARD OF CONTRACT AS CURTAILMENT SERVICE PROVIDER TO
ENERGY CURTAILMENT SPECIALISTS INC.**

WHEREAS, the Township of Ocean Sewerage Authority advertised a request for proposals for curtailment service provider on April 16, 2014 in the Newark Star Leger with a return date of May 6, 2014; and

WHEREAS, only one proposal was submitted by Energy Curtailment Specialists Inc.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby award a contract to Energy Curtailment Specialists Inc. for services as curtailment service provider for the Authority for a two (2) year period in accordance with the fee structure submitted; 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. Stubbs seconded the motion,

14 – 50

AUTHORIZING AMENDMENT TO EMPLOYEE HANDBOOK REQUIRING

ALL EMPLOYEES TO PARTICIPATE IN DIRECT DEPOSIT

WHEREAS, the P.L. 2013, c.38 permits the establishment of policies regarding direct deposit for employees; and

WHEREAS, only one employee presently does not participate in direct deposit.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby amends the Employee Handbook to require all employees to participate in direct deposit for their payroll checks.

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

Yes Yes Yes Yes Yes

There being no further business to come before the Authority, Mr. Theodora moved that the meeting be adjourned. Mr. Stubbs seconded the motion and all voted in favor of adjournment.

Respectfully submitted,

RALPH STUBBS, Secretary