

TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING

A Work Meeting and Agenda Conference of the Township of Ocean Sewerage Authority for the month of August 2013, 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

Chairman Galvin called the meeting to order.

All recited *The Pledge of Allegiance*.

WORK SESSION

Director's Report. Mr. Schmeling advised that the Interlaken Pump Station EIT planning document is due in October and noted that the engineers need to work on that. He noted that the bulkhead is in poor condition and if TOSA wants to replace it should be included in the planning document.

Mr. Villapiano asked the Director whether or not he has heard from the owner of the dry cleaning establishment relative to the billing issue. Mr. Schmeling advised the owner that she would have to provide additional information for board consideration. Mr. Bonello noted that TOSA has to bill everyone the same way and the burden of proof is on the owner.

Attorney's Report. Mr. Bonello reported that he has worked with the Executive Director on several matters, including the contract with the Borough of Deal.

Engineers Report. Mr. Johnson reported that the collection system project is ongoing. The plans are being submitted in the next round of funding.

He advised that CME has hired a subcontractor to examine the UNOX building relative to the heat problem, and the consultant recommended air conditioning the building. The air conditioner would only run during extremely hot weather, which he thinks would be a better solution than ventilating the building. If the members wish to move forward on this the next step would be to have this designed. He recommends that consideration should be given to getting this done before next summer.

It was noted that the Engineers' annual inspection report would be reviewed and discussed at the next meeting.

There was some discussion about odor problems. Mr. Meholic will have Mr. Steadman check the Biofilter and employees will be washing down the tank.

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

BUSINESS SESSION

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

Resolution

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

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

**August 6, 2013 Work/Agenda Meeting
THE TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
July, 2013 Operator's Report**

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

The average daily flow to date was 5.088 MGD. The highest daily flow was 6.113 MGD on July 6th. The total precipitation to date was 3.10 inches of rain to date for the month; the largest precipitation was 0.63 inches on July 1st.

The monthly average effluent suspended solids concentrations, to date, 12 mg/l. For CBOD, the concentration was 8 mg/l. The average percentage removals for these same effluent parameters were 96 % and 91% 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.

After the record precipitation of June, July approached record-breaking heat spells.

We experienced heat problems with the UNOX compressors, which were failing due to overheat with the outside temperatures. This resulted in lower dissolved oxygen levels in the aeration tanks and caused some odors. We also replaced an actuator valve that failed which resulted in the PSA System's reduced delivery of oxygen to the aeration tank.

We also responded to a noise complaint filed with the Monmouth County Health Department, which was due to running the UNOX air compressor No. 3 with the housing doors open to reduce the heat. We switched compressors and we have replaced a cooling water pump with a larger pump to reduce the overall heat problem to the air compressors. The pump was replaced by Glen Henry and Bruce Olsen. This week we tested the running of air compressor No. 3 with outside air temperatures in the low to mid 80's and the compressor has run AOK even with the housing doors closed. A report on the heat problems and potential solutions on the equipment in the UNOX Building is being prepared by CME Engineers.

Both bar screen units were serviced by Spectraserv Inc. Gears and bearings were replaced. As a result of the previous month's Infrared Analysis, Olsen worked with Alternate Power Inc. with Asco Inc. servicing the plant's main switchgears. They were cleaned, inspected, tested and returned to service. Bruce is also evaluating the status of the exhaust fans for the Main Pump and Grit Building.

Bids were received for the Gravity Thickener Upgrade Project. They are being reviewed by Maser Associates.

COLLECTION SYSTEM OPERATION AND MAINTENANCE

The collection system had the following work to report:

We responded to alarms at the following pump stations: we had brief power interruptions (power blips) at Colonial Terrace, Asbury Ave., and Green Grove PS's. We had Pumping Services Inc to check the general alarm set up at Interlaken PS.

At Colonial Terrace PS unclogged we removed a clogged pump, which had a build up of rag

material. (Henry, DiOrio, and D'Esposito)

Road calls or service calls for the month were performed at 25 Branch Ave. for odors. No problem was found and no odors detected. At 2 Marshall Dr. we investigated a lateral blockage that was referred back to the homeowner and his plumber.

At 2306 Sunset Ave. we investigated a slow running lateral with intermittent back ups. Our sewer mains were found to be AOK.

At 2308 Logan Road, we video inspected a broken drop stack sewer connection that was 7 ft. deep. We were called by the Township of Ocean DPW who also had tried to use a snake to unclog the line. We could not reach Mark Wozczak for the repair. It was completed by Jeff Young Plumbing, Inc. The Township had done extensive paving and grading work in the area that may be related to the break. At 1602 Bryan Ave. we assisted the homeowner in unclogging the sewer main trap leaving the house. (Williamson and D'Esposito).

For sewer line maintenance for the month, we jetted the sewer mains on Raleigh Ct. East and West and its connection to Willow Dr. We also cleaned sewer mains on Walnut, Stewart, Opdyke, and Sunset Aves. (D'Orio and D'Esposito)

We contacted the Monmouth County Dept. of Roads where their paving project on Grassmere covered over one of our manhole that was later raised to proper elevation by Mark Wozczak Contractors Inc. While Deal Borough's jet truck was being replaced, we performed maintenance on Phillips Ave., Roseld Ave., near the railroad crossing. For Interlaken Borough, we TV inspected a storm sewer on Barra between Grassmere and Bendermere Aves. We also gave the contractor for the 2013 Siphon Line Project. 4 manhole rims and covers to finish work on Edgemere, Palmer, Myrtle, and Staffa Aves.

We had Siemens Water Technologies Inc. on site to service the Bioxide Tanks at Asbury Ave., Green Grove, and Longview PS's.

PERSONNEL AWARDS

At the 2013 New Jersey Water Environment Association (NJWEA), 98th Annual Conference, I received the Water Environment Federation's 2013 William D. Hatfield Award for the wastewater operator profession for the State of New Jersey. (Attachment)

At the Executive Committee's Annual Business Meeting, I was nominated and appointed to be named as the third delegate from the NJWEA representing NJ at the Water Environment Federation's WEFTEC Annual Conferences. This will be for a term of 3 years and my conference expenses will be covered by the NJWEA.

This past month I am very happy and honored to announce that I was notified by the Water Environment Federation that the Board of Trustees has selected me as the winner of the 2013 Excellence Award (Individual Award) for Public Education. This is the highest national award presented to a professional individual for public education work in the water environment field.

The Water Environment Federation (WEF) is not-for-profit technical and educational organization of 36,000 individual members and 75 affiliated Member Associations representing water quality professionals and their work in the USA and around the world.

Respectfully submitted,

Thomas G. Meholic, Superintendent

8/02/13

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

Resolution

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

**RESOLUTION 13 - 62
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	\$ 219,496.36
REVIEW and INSPECTION	0.00
EIT & CONSTRUCTION	6,670.75
RENEW and REPLACEMENT	0.00
TOTAL BILLS PAYABLE	\$ 226,257.11

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

The members determined that they would discuss Resolution 13-63 in Closed Session.

Resolution

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

**13 - 64
AUTHORIZING AWARD OF A CONTRACT FOR THE GRAVITY SLUDGE THICKENER RECONSTRUCTION PROJECT TO COTHERY CONSTRUCTION COMPANY IN THE AMOUNT OF \$249,675.00**

WHEREAS, the Township of Ocean Sewerage Authority advertised for the receipt of bids for the Gravity Sludge Thickener Reconstruction project; and

WHEREAS, seven (7) bids were received, opened and announced by the Authority at its offices on July 30, 2013; 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 more advantageous to the Authority; and

WHEREAS, the Authority’s engineer Maser Consulting, by letter dated July 31, 2013, recommends award to Cothery Construction Company for the lowest responsive responsible bid in the amount of \$249,675.00; 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 awards a contract for the Gravity Sludge Thickener Reconstruction project to Cothery Construction Company in the amount of \$249,675.00 in accordance with its bid package; 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, Kelly, Stubbs, Villapiano
 Yes Yes Yes Yes Yes

Resolution

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

13-65

AUTHORIZING THE EXECUTIVE DIRECTOR TO ISSUE AN RFP FOR THE 2014 EIT PROJECT PLANNING DOCUMENT AND TO AWARD A CONTRACT IF THE SUCCESSFUL PROPOSAL IS UNDER \$3,000.00

WHEREAS, the Township of Ocean Sewerage Authority intends to seek funding for the reconstruction of the Interlaken Pump Station in the 2014 Environmental Infrastructure Trust round of funding; and

WHEREAS, the planning document for 2014 EIT funding is due in October 2013; and

WHEREAS, the Authority desires to seek RFP’s from its qualified engineers for the preparation of the 2014 EIT planning documents; 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 Executive Director to issue an RFP for the preparation of the 2014 EIT project planning document; and

BE IT FURTHER RESOLVED that the Executive Director is authorized to award a contract if the successful proposal is under \$3,000.

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

RESOLUTION DECLARING CLOSED SESSION

Mr. Villapiano 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:

- Contract negotiations
- Employee matters

3. It is anticipated at this time that the above stated subject matter will be made public when matters are resolved.

This resolution shall take effect immediately.

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

Yes Yes Yes Yes Yes

At the conclusion of the Closed Session Mr. Villapiano made a motion to adjourn the Closed Session and return to the Regular Meeting. Mr. Stubbs seconded the motion.

Resolution

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

AUTHORIZING AMENDMENT TO EMPLOYEE HANDBOOK

WHEREAS, the Authority’s Employee Handbook is outdated with regard to certain policies.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority Employee Handbook is amended to delete the existing Dental Benefits Policy and Health Insurance Policy and replace it with the attached Dental Benefits Policy and Health Insurance Policy; and

BE IT FURTHER RESOLVED that such changes shall take effect immediately.

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

Yes Yes Yes Yes Yes

There being no further business to come before the Board, Mr. Villapiano 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