

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

A Work Meeting and Agenda Conference of the Township of Ocean Sewerage Authority for the month of September 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 noted that the condition/repair of the outfall pipe that discharges the clean affluent into the ocean is of major concern. He has received an estimate from Red Zone for the inspection of the interior of the pipe. He suggested that we get the diver back to repair one of the patches and take a sample of the outside of the pipe. Director Schmeling also suggested that the members consider moving ahead with the fabrication of the "Y" unless a change is made to a straight pipe. Superintendent Meholic explained the way the affluent is diffused into the water and noted that previous studies indicated that the "Y" provided the best diffusion. After considerable discussion, it was concluded that further inspection and samples would provide the information necessary to determine the need for repairing and or rebuilding the outfall lines. Director Schmeling will work on getting additional quotes for the pipe inspection and will request the diver to provide a written report.

There was discussion about the rebuilding of the gravity thickener. Mr. Villapiano indicated that he is concerned about odor problems during the course of the work. Mr. Schmeling and Mr. Meholic explained the process and advised that they feel that this would be effectively controlled during the course of the work.

Attorney's Report. Mr. Bonello reported that he is continuing to work with the Executive Director on several matters.

Engineers Report. Mr. Johnson reported that the engineers are working on the collection system upgrade project. Inspections of the Roseld Avenue area disclosed that there are some flat spots and reverse pitch spots there. He suggests that the TOSA personnel TV the lines to obtain more conclusive information.

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.

Regular Meeting

August 6, 2013

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

**September 3, 2013 Work/Agenda Meeting
THE TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
August, 2013 Operator's Report**

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

The average daily flow to date was 5.182 MGD. The highest daily flow was 8.445 MGD on August 14th. The total precipitation to date was 7.09 inches of rain to date for the month; the largest precipitation was 4.08 inches on August 14th.

The monthly average effluent suspended solids concentrations, to date, 6 mg/l. For CBOD, the concentration was 4 mg/l. The average percentage removals for these same effluent parameters were 94 % and 96 % 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 heavy rain on August 14th, over 4 inches in 4 hours. This added to the monthly total, which was twice our monthly average.

The Grit Building drain work was completed by Mark Wozczak Mechanical Contractors Inc. We had to repair a short circuit in the primary tank exterior lighting, and exterior GFI outlets. Bruce Olsen feels it was probably due to a power surge from JCP&L or a lightning strike to the plant site. All other equipment was fine.

Olsen also installed a different relay for the grinder unit for the double disk pump. The pump was tested for pumping the primary sludge to the holding tank during the bypass operation during the Gravity Thickener Upgrade Project. There was a pre-construction meeting for the same project with Maser Associates, Cothery Construction Co., and TOSA personnel present. Construction is scheduled to begin in mid-late September 2013.

There was a meeting with Deal Borough, Avakian Engineers, and TOSA personnel to discuss their plans for the Deal Borough Pump Station Rebuild Project.

We had an annual inspection by the Joint Insurance Fund. Some tank labeling and inspection and certification of our cranes and hoists will be performed.

COLLECTION SYSTEM OPERATION AND MAINTENANCE

The collection system had the following work to report:

Williamson and Olsen responded to alarms at the following pump stations: at Interlaken Pump Station (PS) we found a short in the sump pump, which caused further outlets and breakers to trip. Glen Henry replaced the sump pump.

At Norwood Ave. PS, DiOrio and D'Esposito responded to an alarm and found the pumps clogged with rag material and debris. The pumps were inspected and the cutter impellers will be scheduled for service.

We responded to the following service or road calls this past month: at 185 Oakhurst Rd found a sewer backed up into the homeowner's property. There was no outside cleanout and the sewer main was OK. The blockage was in the homeowner's lateral sewer.

September 3, 2013

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At Ocean Car Wash on Hwy 35 South, we checked a clogged lateral twice. We found pieces of old cast iron pipe in the lateral each time and advised the owner to get their lateral cleaned out. This work was done by Williamson, DiOrio, and D'Esposito.

For sewer line maintenance for the month, we jetted the sewer mains at the following locations: we jetted lines on North Wanamassa Dr. from Laurel and Vina to Garvin Aves. and South Ditmar from Wickapecko Dr. to Walnut Ave. We found grease in both locations. We also jet and vacuumed the sewers on Appleby, Chestnut, and Spruce. We will investigate more, possible faulty lateral taps into the sewer main.

Ken Williamson took Chiaravallo and Towers, CME Engineers to investigate sewers near Roseld Ave. for the ongoing Collection System Upgrade Project.

During the Storm of August 13-14th, we responded to high wet well alarms at Norwood and Cedar Village PS's. Roseld Ave. usual problem spots were watched. Wickapecko Relief PS was running and the bar screens were cleaned every 2 hours.

We inspected the two-siphon lines operation during the storm. At Wanamassa Pt. Rd., the siphon was operating well with only the 8 in. line running. At the Edgemere Dr. Siphon line, both lines were running, and there was evidence that the level had risen in the upstream manhole, but there was no overflow.

We had training for the gate at the Deal Lake outlet flume. As instructed, we adjusted the gates during the storm.

At 2-4 Peach Tree Rd., Williamson investigated a sinkhole over our sewer main. We called in Wozczak Construction in and they excavated an area of 6x24x10-11 ft. deep. The exterior and interior pipe looked good. All joints were mortared prior to back filling the location.

We TV inspected storm sewers for the township at the following locations Redmond Ave., Dwight Dr., Whalepond Rd., and Allaire Ave. easement.

REGULATORY WORK

We had the latest summer Coastal Monitoring Inspection by NJDEP. The treatment plant, our Fecal Coliform and Chlorine Residual Testing was all good.

However, the same inspector performs the aerial inspections of the coastline, and he showed me a photograph of our offshore outfall line .It shows 2 distinct boils of bottom sediment being churned up near the locations of our patches from the previous repair work.

I advised him, Gregory Schussler and Terry Rutkowski, our usual NJDEP inspector that we hoped to begin our patch repair in September and that will begin other inspection of the pipe shortly thereafter. This would help the decision process for our final repair project. They both advised me that they had to make a further report to their supervisors on the status of the outfall upgrade.

Respectfully submitted,

Thomas G. Meholic
Superintendent
8/30/13

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

Resolution

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

RESOLUTION 13 – 66

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	\$ 154,752.56
REVIEW and INSPECTION	2,865.00
EIT & CONSTRUCTION	2,376.00
RENEW and REPLACEMENT	0.00
	\$ 159,993.56
TOTAL BILLS PAYABLE	\$ 159,993.56

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

The members determined that they would table Resolution 13-67 until after discussion in Closed Session.

Resolution

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

13 - 68
AUTHORIZING PAYMENT IN THE AMOUNT OF
\$2,144.50 TO RANDY KESSLER
FOR ACCUMULATED SICK DAYS

WHEREAS, Authority employee Randy Kessler retired on August 31, 2013; and

WHEREAS, at retirement Randy Kessler had accrued 13 sick days; and

WHEREAS, the Authority’s Employee Handbook provides that employees with twenty-five (25) years of service with the Authority shall be paid for one-half (1/2) of their accumulated sick days at their current rate of pay to a maximum of \$15,000 at retirement; and

WHEREAS, the total value of Randy Kessler’s accumulated sick days is \$4,289.00; and

WHEREAS, the Authority’s Auditor has confirmed the computation of Randy Kessler’s payment for accumulated sick days.

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority that Randy Kessler be paid \$2,144.50 for his accumulated sick days as of his retirement date on August 31, 2013.

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

Resolution

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

13 – 69

AUTHORIZING REFUND IN THE AMOUNT OF \$2,839.72 TO SEAVIEW ACQUISITION LLC

WHEREAS, Seaview Acquisition LLC is the owner of Seaview Square Mall; and

WHEREAS, Target is one of the tenants of Seaview Square Mall; and

WHEREAS, Target’s sewer account is 18794-5; and

WHEREAS, Target is responsible for making the sewer payments on 18794-5, and made the third quarter 2013 payment in the amount of \$2,839.72; and

WHEREAS, Seaview Acquisition LLC inadvertently made payment in the amount of \$2,839.72 for account number 18794-5 third quarter; and

WHEREAS, the Ocean Township Tax Office has confirmed a duplicate payment of the third quarter sewer charges for account number 18794-5; and

WHEREAS, Seaview Acquisition has requested a refund of its inadvertent payment.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby authorizes a refund of \$2,839.72 to Seaview Acquisition LLC.

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 – 70

AUTHORIZING RENEWAL OF MEMBERSHIP IN THE NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND

WHEREAS, the Township of Ocean Sewerage Authority (the “Authority”) is a member of the New Jersey Utility Authorities Joint Insurance Fund (the “Fund”); and

WHEREAS, the Authority’s membership terminates on December 31, 2013 unless earlier renewed by agreement between the Authority and the Fund; and

WHEREAS, the Authority is desirous of renewing its membership in the Fund.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Township of Ocean Sewerage Authority agrees to renew its membership in the New Jersey Utility Authorities Joint Insurance Fund and to be subject to the Bylaws, Rules and Regulations, coverages and operating procedures thereof as presently existing or as modified from time to time by lawful act of the Fund.
2. The Governing Body of the Authority shall be and hereby are authorized to execute the agreement to renew membership annexed hereto and made a part hereof and to deliver the signed agreement to the New Jersey Utility Authorities Joint Insurance Fund evidencing the Authority’s intention to renew its membership.

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

Resolution

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

13-71

AUTHORIZING ADJUSTMENT TO ACCOUNT NUMBER 18625-6

WHEREAS, Schelane Sunset LLC is the owner of property located at 3311 Sunset Avenue; and

WHEREAS, one of the businesses located at the property is a Laundromat which is associated with sewer account number 18625-6; and

WHEREAS, the Laundromat has not operated since November 2012 and, therefore, there has been no water usage on this account; and

WHEREAS, the landlord has paid \$3,531.16 for 2013 billing to date; and

WHEREAS, this amount will substantially exceed the 2013 bill; and

WHEREAS, Schelane Sunset LLC has requested a refund of some or all of the 2013 payments made to date.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby authorizes that the third and fourth quarter sewer charges for account number 18625-6 be adjusted to \$0.00.

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

RESOLUTION DECLARING CLOSED SESSION

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

- Personnel
- Contract negotiations
- Update on litigation

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

AUTHORIZING THE HIRING OF RICHARD ROMAN AT A STARTING SALARY OF \$29,000

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

WHEREAS, the Executive Director interviewed six (6) individuals who had supplied the Authority with resumes during the last year; 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 Richard Roman at a starting salary of \$29,000 subject to a satisfactory review of driving records and the completion of a physical with no adverse recommendations from the doctor.

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