

**REGULAR MEETING
TOWNSHIP OF OCEAN SEWERAGE AUTHORITY**

Oakhurst, NJ

February 16, 2012

A Regular Meeting of the Township of Ocean Sewerage Authority was held at the Authority Administration Building, 224 Roosevelt Avenue, Oakhurst, New Jersey on the above date at 6:30 pm.

Present: Bernhardt, Galvin, Kelly, Stubbs, Villapiano

Absent:

Others: Executive Director William Schmeling, Authority Engineer Keith Chiaravallo, Authority Engineer Henry Johnsen, Authority Engineer Mike McClelland, Plant Superintendent Tom Meholic, Collection Foreman Ken Williamson

Chairman Villapiano called the meeting to order.

All recited *The Pledge of Allegiance*.

Chairman Villapiano announced that the meeting was being held in conformance with the requirements of the Open Public Meetings Act of 1975 and that adequate notice had been duly posted where required and sent to the *Asbury Park Press* and *The Coaster* on February 8, 2012.

Chairman Villapiano requested Executive Director William E. Schmeling to handle the meeting with regard to the review of the 2010 Annual Assessment of the plant and pump stations and the Capital Improvement Plan.

The Board discussed the various items listed in the 2010 Annual Assessment and determined that flow meters at pump stations was not an item requiring attention, except when work was being performed at the station. The Board, Mr. Meholic and Mr. Williamson discussed the various pump stations and what the staff felt needed to be corrected. It was determined that the Interlaken Pump Station is a major component of the collection system and that a thorough and complete analysis of the work to be performed should be conducted. During the discussion, Brian Grant, former Public Works director for Asbury Park and engineering consultant to the Borough of Interlaken on its I&I study, provided information regarding the possibility of Asbury Park becoming a customer of TOSA, which flow would go through the Interlaken Pump Station.

A further discussion ensued regarding work to determine the condition of the Authority's outfall pipe. Further research into the cost and effectiveness of a dive to inspect the outside of the pipe, which is hampered by the number of restraints holding the pipe in the area close to the beach, and to perform an inspection of the interior of the pipe by sonar or other means was felt necessary before any action could be taken on repairs or replacement of the outfall pipe.

The Executive Director discussed the draft of the Capital Improvement Plan and the recommendations from Mr. Williamson to move up work on the Asbury Avenue, the Longview and Wayside Pump Station upgrades, and to add Interlaken Pump Station upgrades to address controls, pumps and flooding. A discussion was held regarding the installation of bypass pump connections at the pump stations that do not currently have them. It was determined that a review should be made of what was needed at each pump station to have a bypass connection.

A general discussion then ensued regarding what work that was listed in the Annual Assessment Report could be considered maintenance work and what work was capital in nature. A discussion was to take place with the Plant and Assistant Plant Superintendents to determine what work could be undertaken by Plant personnel and what work would require contractors. A discussion of obtaining cost estimates for the work also took place.

Brian Grant, on behalf of Interlaken, was interested in what debt service would look like in the upcoming years since the Borough's excess charges are based in part on debt service. The Boards discussed the upcoming debt. There was some support for maintaining a consistent debt service level, less than the current level, and there was discussion to reduce debt service. In the end, it was determined that the lower debt service should not be a reason to do capital projects if they were not necessary and instrumental for the improvement of the plant and collection system. Mr. Grant appreciated the Board's discussion of debt service and reviewing the capital improvement plan and would report back to the Interlaken Borough Council on the discussion.

Mr. Hudson, Mahoras Drive, asked questions regarding the discussion and commented on the low interest rates available for EIT money and that the Authority should look into doing projects with the low cost of money.

Mr. Stubbs moved Resolution 12-25, seconded by Mr. Bernhardt as follows:

**AUTHORIZING APPROVAL OF PETTY CASH FUND AND
CHANGE IN CUSTODIAN OF PETTY CASH FUND**

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund; and
WHEREAS, the Township of Ocean Sewerage Authority has maintained a Petty Cash Fund in the amount of \$350 for many year; and

WHEREAS, Myriam Condello, the Petty Cash Fund custodian has retired; and

WHEREAS, in accordance with N.J.S.A. 40:5-21, the Authority desires William E. Schmeling, the Executive Director, who is bonded in the amount of \$50,000 by virtue of New Jersey Utility JIF Blanket Crime coverage (Policy Number MUA1204109-91), to be the Petty Cash Fund custodian.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes approval of its Petty Cash Fund in the amount of \$350.00 for 2012; and

BE IT FURTHER RESOLVED that the Township of Ocean Sewerage Authority authorize William E. Schmeling to serve as Petty Cash Fund custodian; and

BE IT FURTHER RESOLVED that two (2) copies of this Resolution be filed with the Division of Local Government Services, New Jersey Department of Community Affairs for approval.

On a roll call vote, the motion was approved 5 - 0.

Mr. Bernhardt moved Resolution 12-26, seconded by Mr. Galvin as follows:

**AUTHORIZING ADVERTISEMENT FOR EMERGENCY
GENERATORS AND MISCELLANEOUS REPAIRS AT PUMP
STATIONS**

WHEREAS, the Authority is desirous of installing emergency generators at the Asbury Avenue, the Wayside School, the Longview and the Colonial Terrace pump stations; and

WHEREAS, the Authority is desirous of making electrical improvements at the Whalepond and the Green Grove pump stations; and

WHEREAS, the Authority is desirous of obtaining a portable emergency generator for use at the pump stations; and

WHEREAS, the Authority included this work in its 2011 Sewer Revenue Bond financing.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes the Executive Director to advertise for the furnishing and installation of emergency generators at the Asbury Avenue, Wayside School, Longview and Colonial Terrace pump stations; electrical work at the Whalepond and Green Grove pump stations; and the furnishing of a portable emergency generator.

On a roll call vote, the motion was approved 5 - 0.

Mr. Villapiano opened the meeting to the public. There being no public comment, Mr. Villapiano closed the public portion.

Mr. Bernhardt made a motion to go into closed session for the purpose of discussing contract negotiations with the Borough of Deal, seconded by Mr. Stubbs. All voted in favor of going into closed session.

Upon returning from closed session, Mr. Bernhardt made a motion to adjourn the meeting, seconded by Mr. Stubbs. All voted in favor of adjournment.

Respectfully submitted,

Christopher Kelly
Secretary