

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

April 2 2019

A meeting of the Township of Ocean Sewerage Authority was held on the above date at the Authority Administration Building, 224 Roosevelt Avenue, Oakhurst, New Jersey.

Present: Bernhardt, Galvin, Stubbs, Theodora, Villapiano
Absent: Executive Director William Schmeling
Others: Attorney John Bonello, Licensed Plant Operator Thomas DiOrio
 Operations Manager Edward Kwityn, Secretary Ruth Finn

Chairman Galvin called the meeting to order and all recited The Pledge of Allegiance.

The Chairman announced that the Meeting was being held in conformance with the Open Public Meetings Act of 1975 and that adequate notice has been duly posted where required and mailed to the Asbury Park Press and the Coaster in accordance with the law.

WORK SESSION

Operations Manager Report. Mr. Kwityn reported that the Lucity program is up and running. He said that sixty or more work orders have been entered since the program was instituted and work orders are being entered in a timely manner. He has a telephone conference scheduled with Lucity to work on some issues with the program. He also advised that he bought a new program to import/export data. When that program is installed data will go into Excel and those records will be kept.

Mr. Kwityn noted that each department has their own tablets on which they record their notes and what equipment has been used.

Licensed Plant Operator Report. Thomas DiOrio attended the meeting to provide additional information to the members on the sludge process. He provided an updated written report and reviewed the report with the members. He noted that the 2018 figures were better than any prior year. He advised that the portion of the year when polymer was used in the plant, which was May 1 through December 31, showed a great improvement in the percentage of solids. Mr. Villapiano asked how peak flow periods are determined and Mr. DiOrio advised that peak flows basically go by sleeping, school and work times. There was discussion about tank levels/odor control issues.

Executive Director's Report. In the absence of Director Schmeling, Chairman Galvin asked the members whether or not they had any questions on the Executive Directors report. The members had no questions.

Attorney's Report. Mr. Galvin asked Attorney Bonello about the status of the reconstruction of the Interlaken pump station. Mr. Bonello suggested that this matter be discussed in Closed Session.

There was discussion about mark outs of our lines. Mr. Bonello noted that we should create a policy on this matter, and he will discuss this with the Executive Director.

Review of resolutions. The Chairman provided a review of the resolutions on the agenda.

BUSINESS SESSION

Communications. There was an email from a resident reporting sewer gas in her basement. The collection staff used the portable gas meter and no gas was detected.

Review of Bill List. The bill list was reviewed and there were no questions on the bills.

Resolution

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

**RESOLUTION 19 - 43
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	\$ 150,925.85
REVIEW and INSPECTION	2,515.00
RENEWAL and REPLACEMENT	0.00
EIT and CONSTRUCTION	105,574.73
PAYROLL ACCOUNT	100,461.26
TOTAL BILLS PAYABLE	\$ 359,476.84

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.

**19 - 45
AUTHORIZING PAYMENT IN THE AMOUNT OF \$99,612.42 TO DeMAIO ELECTRICAL
COMPANY, INC. FOR INTERLAKEN PUMP STATION RECONSTRUCTION PROJECT**

WHEREAS, the Authority awarded a contract for the Interlaken Pump Station Reconstruction project to DeMaio Electrical Company, Inc. (“DeMaio”) in the amount of \$3,265,000 (the “Project”) on September 4, 2018; and

WHEREAS, DeMaio has provided equipment and material for the Project; and

WHEREAS, the Authority’s engineer has prepared Payment Certificate No. 3 dated March 26, 2019 in the amount of \$99,612.42 signed by the Authority's engineer and DeMaio.

THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby approves payment in the amount of \$99,612.42 to DeMaio Electrical Company, Inc. for the Interlaken Pump Station Reconstruction project in accordance with Payment Certificate No. 3.

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

CONSENT AGENDA

Mr. Bernhardt moved the approval of the Minutes for the March 5, 2019 and March 19, 2019 meetings, the Operation Managers Report and the adoption of Resolution 19-44 and 19-46 through 19-47 as a Consent Agenda. Mr. Theodora seconded the adoption of the Consent Agenda.

- a. Approval of Minutes of March 5, 2019 and March 19, 2019 regular meetings.
- b. Motion to receive and file Operation Manager’s Report.

**Operations Managers Report
April 2019**

Plant Data:

Februarys DMR Values Flow: Average 4.394 Maximum 6.5 TSS: Average 6.2 Removal 96% BOD: Average 6.3 Removal 94% March Sludge Data Sludge Gallons Out 457,000 Wasted Sludge Gallons 950,000 Primary Sludge 370,000

Operations and Safety Notes:

Vinnie and myself went to Supervisor of CDL Drivers Class. Vinnie and Bob went to Flagger training. CPR/ AED/ and First Aid scheduled for April 9 and 11. Joe Grasso and myself went to another OSHA awareness course at Two Rivers in April.

Rolled out Lucity program. All Departments are starting to get pms and using system to enter work orders.

Cintas has been told we are going to look at other uniform service companies. Met with Uni-First, Aramark and Amer-Wear already.

Met with Enviro and started looking at a drum dewatering system to produce a 20% or better cake sludge for sludge removal.

Met with Helana Strainers about replacing our dead process water strainer. This would be done in hopes we could then switch from city water to process water for all our polymer systems.

Several of our personnel attended the NJWEA Tech Seminars the first week of March.

Electrical Department:

Bleach building removed electrical service, boxes and wires from inside to the outside weatherproof circuit breaker box. Rolling Meadows P/S control panel had no control circuit. Replace bad control fuses on step down x-trans. Interlaken P/S no heat in the motor room, installed temp heater. PSA Building #2 instrument air compressor down. Replace bad motor starter and over load units and bad pressure switch. Wickapecko P/S replaced pump hour meters. Interlaken P/S worked on lights in wet well. Plant light maintenance and removed light pole base with Sal and Sam.

Mechanical Department:

ROLLING MEADOWS P/S

3/5/18 – Pumping Services came to check pumps for abnormal pumping (high run time hours). Note: All electrical checks good. Pumps and cutter blades all look good. Pump #1: 6.2 amps 244v – 9 minutes to pump down (2.5 – 1.5) Pump #2: 5.9 amps 245v – 6 ½ minutes to pump down (2.5 – 1.5)

3/8/15 – Pump out bypass manhole and inspect air relief valve. Air relief valve does not seem to be operational and is rusted very badly.

POLYMER SYSTEM (FINAL TANKS)

3/6/19 – Water solenoid valve failed which clogged system with polymer. Clean system and unclog line. System now running efficiently.

CEDAR VILLAGE

3/8/19 – Pump #1 tripping overload. Pull pump and bring to Pilot Electric for further inspection.

Pump volute worn. Impeller worn. Upper bearing scored. New pump currently on order.

GRIT BUILDING

3/14/19 – Disassemble #1 grit screw to replace end-shaft and bearing.

PSA BUILDING

3/18/19 - Instrument air compressor #2 not turning on. Checked with Bruce and found burnt contactor. Problem traced to bad pressure switch. Order new pressure switch and contactor.

3/22/19 – Install new inline filter for instrument air

3/26/19 – Install pressure switch (updated retro kit) for instrument air compressor #2.

BLEACH BUILDING

3/20/19 – Bleach pump #2 pumping inconsistently. Problem traced to worn pump head. Replace pump head.

3/25/19 – Replace bleach pump #1 pump head.

TRUCK MAINTENANCE

3/27/18 – Truck #1: Oil change and wiper blades.

Collection Systems Department:

Service Calls

310 Lakeview Ave. report of smell of sewer gas in home. Brought the H2S meter to take readings in the home and manhole out front, we didn't pick up any readings. Jetted sewer main also to see if maybe that would help with smell in the house.

1319 Maple Ave. sewer lateral was backed up. Jetted line and opened line. TV inspection of line determined it was Orangeburg pipe that was collapsed. Called Mark Woszczak to replace lateral from curb to main.

1901 Logan Rd. Sewer lateral was backed up. We jetted the line and got it partially running. TV inspection of the line determined it was Orangeburg pipe that was in very bad shape. Called Mark Woszczak to replace from curb to main.

Painted and put new flooring and trim down in front meeting room.

1701 Sunset Ave, house is set for demolition and contractor needed help finding house lateral. We pointed them in the right direction

1319 Maple Ave. had a smell of sewer gas. Checked out the trap in basement and brought H2S meter. Found nothing and I couldn't smell anything. Told her to flush some bleach.

Line Maintenance

Jetted Dead end of Waverly St. into Deal Test Site, then Waverly to Finderne St., Finderne St. to Carol Ave. and Carol Ave. to Town Shoppe parking lot. Some heavy grease in the line due to the shopping center. Approximately 4,400 ft. of line jetted.

Jetted Holbrook St. and Carol to Klein St. Then Klein St. to West Park Ave. West Park Ave to Highway 35. Highway 35 to jug handle and across to Subway parking lot. Approximately 2,500 ft. of line jetted. Grease in line from restaurants.
 Jetted Highway 35 from trunk line to Red Lobster. Approximately 1,100 ft. of line jetted. Grease buildup in line from Red Lobster and Icaban
 Cleaned and vacuumed all pump stations.

Notes

TV inspection of West Deal will start about mid to late April.
 Highway 35 from Sunset to Logan spring cleaning scheduled for April 13.
 Painted and put new flooring and trim down in front meeting room

Plant Department:

Cleaned Clarifier 3
 Cleaned Grit tanks 1 & 2
 Weekly wash down of all Clarifiers
 Power washed both Roto-Drums

RESOLUTIONS

19 - 44

AUTHORIZING PAYMENTS UNDER THE AUTHORITY BUY-BACK OF SICK DAYS PROGRAM

WHEREAS, the Authority authorized the buy-back of sick days under certain conditions by Resolutions 19-29 and 19-44; and

WHEREAS, certain employees met the conditions of the sick day buy-back program and elected to participate in the sick day buy-back program.

NOW, THEREFORE, BE IT RESOLVED, that the Authority pay the following amounts to eligible employees under the sick day buy-back program in accordance with the attached worksheet:

1. Vincent D'Esposito - \$7,429.61
2. Thomas DiOrio - \$5,050.00
3. Richard Dorick - \$1,089.46
4. Richard Roman - \$721.23
5. William E. Schmeling - \$7,500.00

19 - 46

AUTHORIZING AWARD OF CONTRACT FOR DISPOSAL OF SEWAGE SCREENINGS AND DRIED GREASE

WHEREAS, the Authority advertised for the Disposal of Sewage Screenings and Dried Grease in the Asbury Park Press on February 15, 2019 with a return date of March 27, 2019; and

WHEREAS, the Authority received four (4) bids on the return date; and

WHEREAS, the Authority's Qualified Purchasing Agent and General Counsel reviewed the bid documents; and

WHEREAS, the Authority's Executive Director has indicated there are funds available for the award in the line item for grit (01-60-600-365).

THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby awards a contract to Freehold Cartage, Inc. in the amount of \$1,685.00 per load for the disposal of sewage screenings and dried grease for the period May 1, 2019 to April 30, 2021.

19 - 47

**APPOINTING DESIGNATED EMPLOYER REPRESENTATIVE
AND BACKUP DESIGNATED EMPLOYER REPRESENTATIVE**

WHEREAS, United States Department of Transportation Commercial License regulations require the appointing of a Designated Employer Representative; and

WHEREAS, the MEL Safety Institute recommends the appointment of a backup Designated Employer Representative.

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority that Executive Director William E. Schmeling is hereby designated as the Authority’s Designated Employer Representative; and

BE IT FURTHER RESOLVED that Operations Manager Edward Kwityn is hereby designated as the backup Designated Employer Representative; and

BE IT FURTHER RESOLVED that such appointments shall remain in effect until changed by resolution of the Board of Commissioners of the Authority.

VOTE ON CONSENT ITEMS:

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

Members decided to table Resolution 19-48.

Resolution

Mr. Bernhardt 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:

Litigation

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

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 E. STUBBS, Secretary