

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
REGULAR MEETING**

Oakhurst, NJ

August 6, 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
Others: Attorney John Bonello, Auditor David Kaplan, Executive Director William Schmeling, Operations Manager Ed 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.

Chairman Galvin advised that Auditor David Kaplan was in attendance and would be presenting the 2018 Audit Report.

AUDIT PRESENTATION

Auditor David Kaplan provided copies of the written 2018 Annual Report of Audit. He advised that the report, dated August 1, 2019, was filed in a timely manner and reviewed the highlights of the report.

He noted that the Authority is doing well and the Executive Director has done a good job in handling the day-to-day finances for the Authority.

Mr. Kaplan noted that there was one recommendation based on the Public Contracts Law with regard to the bid for liquid oxygen.

The Board members had a few questions with regard to the Audit Report, and Auditor Kaplan provided the information requested.

WORK SESSION

Executive Directors Report. The Director reported that he received the TWA permit for the Norwood and Whalepond pump stations.

Mr. Schmeling advised that Hazen had to issue a stop work order on the outfall pipe. He said that recently when the mats that hold down the pipe were being installed the rope that held them together broke. They contacted the manufacturer and representatives of the manufacturer are going to come to examine the situation and determine if any modifications are needed.

Maser provided a landscape plan for the Interlaken pump station. This will be sent to the Interlaken Planning Board for their review.

He said the new uniforms for TOSA employees have been ordered and provided a copy of the logo that will be used on the uniforms.

Attorney's Report. Mr. Bonello said that he had nothing new to report.

Operations Manager Report. Mr. Kwityn advised that EMI was in to start

dismantling of the control room and next they will be removing the steel cabinets. At Mr. Kwityn’s request they also revamped the overhead wires.

There was discussion about the Orangeburg pipe that is in some sections of the Township. A plan will be put in place to gradually replace this pipe.

He provided a review of his report and there were some questions and discussion by board members.

Chairman Galvin is desirous of establishing an Asset Management Committee and asked for volunteers. Mr. Bernhardt and Mr. Villapiano volunteered and they will meet with Mr. Schmeling.

It was determined that a GIS Committee is also needed, and Mr. Galvin and Mr. Stubbs will serve on this committee.

Mr. Theodora will be an alternate for both committees.

Review of resolutions. The Executive Director provided a review of the resolutions on the agenda.

BUSINESS SESSION

Review of Bill List. The bill list was reviewed and discussed.

Resolution

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

**RESOLUTION 19 - 68
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	\$ 149,658.43
REVIEW and INSPECTION	675.00
RENEWAL and REPLACEMENT	0.00
EIT and CONSTRUCTION	1,657,505.54
PAYROLL ACCOUNT	<u>102,041.21</u>
TOTAL BILLS PAYABLE	\$ 1,909,880.18

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

CONSENT AGENDA

Mr. Villapiano moved the approval of the Minutes for the July 2, 2019 meeting, the Operation Managers Report and the adoption of Resolutions 19-69 through 19-71 as a Consent Agenda. Mr. Bernhardt seconded the adoption of the Consent Agenda.

- a. Approval of Minutes of July 2, 2019 regular meeting.
- b. Motion to receive and file Operation Manager's Report.

Operations Managers Report August 2019

Electrical Report:

Installed a new UPS in the Grit Building.

Installed new outlets in PSA Electrical Room.

Installed new cabinet fans in the following RTU Cabinets: Sludge Building, Control Room and Main Pup Building.

Installed new power supply and battery for the Main Pump Building. Worked with Matt Maloney replaced the quick view panel control system and battery back-up in the Main pump control panel.

Ran Generators for the monthly exercise.

Cleaned transducers in the Main Pump House wet well.

Dumpster conveyor stopped working found problem in the stopped sensor corrected it.

EMI removed the Generator from Whalepond Pump Station and set up temporary generator. New generator was placed in now waiting for new breaker to be installed.

Sludge Building RTU down replaced UPS.

PSA Building roof top exhaust fan maintenance done, replaced coil for fan contactor and transformer.

Replaced UPS at Green Grove Pump Station.

Disconnected pump #2 at Norwood Pump Station and installed back-up pump, sent out pump for repair seal failure.

EMI started the layout of the new Main MCC in Control building.

Plant:

Waste Sludge 1,160,000 gallons

Thickener Sludge 240,000 gallons

Trucks: 820,000 app. gal We removed 102 trucks for July.

Due to excessive Holding Tank Foaming we pumped trucks directly from the Thickener to the trucks. We will continue this to help control foaming.

Due to the foaming we transferred sludge to Holding Tank #1.

Now started the process to move sludge back to Holding Tank #2.

The Hold Tank foaming did not affect the rest of the process. Service calls.

Had hypo injection port installed to sludge line to help with foaming issues in the future.

Put Primary Tanks 3 and 4 into service. Tanks 1 and 2 now off.

Collections:

763 Roseld Ave. backed up lateral. Cleanout located on homeowners' side, jetted and removed blockage. Issue was on the homeowner side of curb.

1015 Beverly Ave. we tried to locate cleanout outside of house for homeowner, but had no luck.

Homeowner was told to call plumber and it snaked from the basement.

3003 Sunset Ave. backed up lateral at curb. Jetted line and removed blockage, TV inspected the line. The pipe is Orangeburg pipe not in the best of shape. If we continue to have an issue here this will need to be replaced.

1304 Wickapecko Ave. house was backed up. Water was leaking in basement homeowner told to call a plumber.

326 Park Ave. Water on the side of the yard wasn't sewerage it was a broken sprinkler line.

713 South Edgemere Dr. Smell of rotten eggs coming from the drain upstairs in the bathroom. Checked sewer main and cleanout everything looked good and no smell. Told homeowner to flush some bleach and have a plumber check the sewer vent in the house.

TV work:

Crosby Ave to Monmouth
Monmouth to Runyan
Runyan to Monmouth
Monmouth to Parker
Parker to Monmouth
3200 ft. of line inspected

Line Maintenance:

Logan to Fairmount
Fairmount to Highway 35
Allen to Sunset
Sunset to Highway 35
Park to Wickapecko
Patterson Dr. easement
South Wanamassa to Bryan easement
5300 ft. of line jetted

Plant work:

Collection crew helped clean final tanks twice this month

Mark Woszczak worked on cutting out old clogged grease line and installed cleanout. We assisted with the jet truck to clean the lines.

Pumps Stations:

All stations were cleaned.

New Generator at Whalepond was delivered.

During the July 22 storm we lost power to Green Grove, Longview and SCADA antenna. We put a portable generator out at the antenna to keep alarms going. We manned around the clock until power was back up. Power was back on by July 25 before the end of the workday. Storm also put antenna equipment at Green Grove inoperable. Dan DeSoucey had to take equipment from Allenhurst metering station to get station back on.

MAINTENANCE REPORT:

BLEACH BUILDING

7/26/19 – Found Bleach Pump #1 suction line/fittings leaking. Replaced line and plastic fittings.

FINAL TANKS

7/2/19 – Polymer system inoperative. Took apart system and cleaned. Now pumping efficiently.

PSA BUILDING

6/28/19 – Pilot installed a larger impeller in new cooling water pump, which has increased output by approximately 5 psi.

MAIN PUMP BUILDING

7/1/19 – Found problem with Process Water Pump #1 check valve. Check valve needs complete rebuild. Parts are currently on order.

NORWOOD P/S

6/28/19 – Pump #1 thermal overload not tripping. Wiring is ok. Pump will need to be brought to pilot during the fall to test/replace internal switch.

7/29/19 – Pump #2 kicked out. Pulled pump and found pump partially clogged. Installed pump in wet well and found pump has kicked out on seal fail. Removed pump and brought to Pilot Electric. Installed back up pump.

WHALEPOND P/S

7/15/19 – Pump station chart showed erratic pumping. Found Pump #1 partially clogged and #3 air bound.

Back flushed pump #1 and bleed air from #3. All pumps now operating efficiently.

7/22/19 – Adjust pump controller to alternate pump sequence: 1 – 2 – 3.

TRUCK MAINTENANCE

7/12/19 – Truck #9 - Battery light was illuminated. Problem traced to bad alternator and battery. Install new alternator and battery.

7/30/19 – Jet Truck – Left Rear panel that supports the tail light assembly and mud flap completely rotted out. Fabricate brackets to TEMPORARILY mount taillight and mud flap.

Operations:

We assigned Sam Nowell to work Saturdays until after Labor Day. This was done so we can haul loads out of Holding Tank.

EMI started Primary Tanks Electrical upgrade on July 31.

Tested a Swamp Cooler system in PSA building, to help cool the building. It will not help us.

RESOLUTIONS

19 - 69

AUTHORIZING REMOVAL OF CHARGES ON ACCOUNT NUMBER 3137-0 AND MAKING ACCOUNT INACTIVE

WHEREAS, the Township of Ocean is the owner of property located at 1005 Wickapecko Drive, account number 3137-0 (the "Property"); and

WHEREAS, the Property was part of the purchase of the Colonial Terrace Golf Course ("Colonial Terrace") by the Township; and

WHEREAS, as part of the purchase agreement for Colonial Terrace, the Township provided Regina Savage with life rights to the Property subject to certain conditions; and

WHEREAS, Ms. Savage failed to comply with the conditions and the Township removed Ms. Savage from the property; and

WHEREAS, there is presently \$460 plus interest in outstanding annual sewer charges on the Property that were incurred by Ms. Savage; and

WHEREAS, the Township has requested the Authority to remove all outstanding charges and declare the account inactive as it will no longer be occupied.

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes the removal of all outstanding charges on account 3137-0; and

BE IT FURTHER RESOLVED that account 3137-0 be made inactive as of January 1, 2019.

19 - 70

AUTHORIZING RENEWAL OF CONTRACT FOR PUMP REPAIRS, SERVICE AND SUPPLY TO PILOT ELECTRIC CO., INC.

WHEREAS, the Authority awarded a contract to Pilot Electric Co., Inc. for pump repairs, service and supply on August 7, 2018; and

WHEREAS, the bid documents provided for two (2) one-year renewals of the contract awarded pursuant to the bid; and

WHEREAS, the Authority is satisfied with Pilot's performance under the contract; and

WHEREAS, the Authority and Pilot are desirous of renewing the contract for one additional year in accordance with the bid specifications on the same terms and conditions as the original proposal; and

WHEREAS, the Executive Director of the Authority has certified that there are funds available for this work from the Authority’s 2018 budget under pumps (01-60-600-203 and 01-61-601-301).

NOW, THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority authorizes the renewal of an existing contract with Pilot Electrical Co., Inc. for pump repairs, service and supply at \$75.00 per hour for normal service and overtime work at the Authority’s site and \$24.00 per hour for normal service and overtime work at Pilot Electrical Co., Inc.’s site for the period August 1, 2019 to July 31, 2020.

19 - 71

DECLARING ACCOUNT NUMBER 668-0 INACTIVE

WHEREAS, account number 668-0 is a residential property located at 288 South Lincoln Avenue in the Township of Ocean (the “Property”); and

WHEREAS, a Disconnection Application was filed for the Property on May 13, 2019; and

WHEREAS, the property was disconnected from the Authority’s collection system on or about July 23, 2019.

NOW, THEREFORE, BE IT RESOLVED by the Township of Ocean Sewerage Authority that account number 668-0 be declared inactive as of August 1, 2019 until such time as a Temporary or Permanent Certificate of Occupancy is issued; and

BE IT FURTHER RESOLVED that the 2019 third and fourth quarter charges on account number 668-0 be removed.

VOTE ON CONSENT ITEMS:

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 19 - 72

APPROVING CORRECTIVE ACTION PLAN FOR 2019

WHEREAS, the 2018 Annual Report of Audit has been received by the Commissioners of the Township of Ocean Sewerage Authority; and

WHEREAS, the Annual Report of Audit made recommendations which are more fully set forth; and

WHEREAS, it is the desire of the Township of Ocean Sewerage Authority to implement a Corrective Action Plan in response to the recommendations contained in the 2015 Annual Report of Audit.

NOW, THEREFORE BE IT RESOLVED by the Township of Ocean Sewerage Authority as follows:

1. That the following Corrective Action Plan be implemented in order to comply with the recommendations listed below in the 2015 Annual Report of Audit:

A. Finding 2018 - 1: The Authority should adhere to the requirements of the LPCL. The Authority should also consider strengthening controls over the bidding process to ensure the timely bidding of necessary materials.

Corrective Action: Bids for materials and equipment are now scheduled at least two months in advance of the expiration date of existing contracts.

2. That a certified copy of this Resolution shall be forwarded to the Division of Local Government Services and the Authority’s Auditor.

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.

19 - 73

AUTHORIZING PAYMENT IN THE AMOUNT OF \$1,293,240.79 TO WEEKS MARINE INC. FOR OCEAN OUTFALL REPLACEMENT PROJECT

WHEREAS, the Authority awarded a contract for its Ocean Outfall Replacement Project to Weeks Marine Inc. in the amount of \$5,324,150.00 (the “Project”) on September 8, 2018; and

WHEREAS, the Weeks Marine requested payment for materials and equipment purchased and work performed under the contract; and

WHEREAS, by letter dated July 30, 2019 the Authority’s engineer has recommended payment in the amount of \$1,293,240.79 pursuant to its Payment Application No. 4.

THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby approves payment in the amount of \$1,293,240.79 to Weeks Marine Inc. for the Ocean Outfall Replacement Project in accordance with Payment Application No. 4.

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 - 74

AUTHORIZING PAYMENT IN THE AMOUNT OF \$287,331.10 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, the DeMaio has provided equipment and material for the Project; and

WHEREAS, the Authority’s engineer by letter dated July 29, 2019 has recommended payment of Payment Certificate No. 7 in the amount of \$287,331.10.

THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby approves payment in the amount of \$287,331.10 to DeMaio Electrical Company, Inc. for the Interlaken Pump Station Reconstruction project in accordance with Payment Certificate No. 7.

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.

19 - 75

AUTHORIZING PAYMENT IN THE AMOUNT OF \$7,200.00 TO MIDATLANTIC ENGINEERING PARTNERS FOR OCEAN OUTFALL REPLACEMENT DIVE INSPECTIONS

WHEREAS, the Authority awarded a contract for dive inspections of its Ocean Outfall Replacement Project to MidAtlantic Engineering Partners ("MidAtlantic") in the amount of \$43,200.00 on May 7, 2019; and

WHEREAS, the MidAtlantic has requested payment for dive inspections performed according to the contract; and

WHEREAS, by letter dated July 31, 2019 the Authority’s engineer has recommended payment in the amount of \$7,200.00 pursuant to its Payment Application No. 1.

THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby approves payment in the amount of \$7,200.00 to MidAtlantic Engineering Partners for the Ocean Outfall Replacement dive inspections in accordance with Payment Application No. 1.

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

Resolution

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

19-76

RECOMMENDING REJECTION OF SENATE BILL 3870 AND ASSEMBLY BILL 5391

WHEREAS, the mission of the Township of Ocean Sewerage Authority (the “Authority”) is to provide safe, reliable and cost-effective sewage collection and treatment Services to the Township of Ocean and its service communities, and

WHEREAS, the Authority believes and the Authority operates accordingly, that ratepayers of a sewage collection and treatment system (the “System”) should not be burdened with costs unrelated to the operation and maintenance of (the System”) should not be burdened with costs unrelated to the operation and maintenance of the System; and

WHEREAS, Senate Bill 3870 and Assembly Bill 5391 (the “Bills”) eliminate the public referendum presently required for the sale of a System depriving the public of an opportunity to voice its opinion on an essential basic service provided by a governmental entity; and

WHEREAS, the Bills, in words of New Jersey’s Rate Counsel, are “an egregious departure from traditional ratemaking practices and will substantially increase costs ratepayers must pay”; and

WHEREAS, the Bills marginalize public ownership in favor if an investor-owned utility purchaser.

THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby calls upon all Members of the New Jersey Senate and Assembly to

preserve the public ownership and operation of sewage collection and treatment systems by voting “NO” on Senate Bill S3870 and Assembly Bill A5391.

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 - 77

AUTHORIZING EXTENSION OF TIME FOR DeMAIO ELECTRICAL COMPANY, INC. TO COMPLETE 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, the Notice to Proceed was issued on November 29, 2018 stating the construction period would start on November 30, 2018 with a completion date of November 30, 2019; and

WHEREAS, DeMaio was not able to obtain permits for the commencement of the Project from the Borough of Interlaken in a timely manner, through no fault of DeMaio; and

WHEREAS, DeMaio has indicated construction will commence on September 15 2019; and

WHEREAS, as a result of the delay, DeMaio has requested an extension of the completion date.

THEREFORE, BE IT RESOLVED that the Township of Ocean Sewerage Authority hereby approves a change in the construction completion date to September 15, 2020.

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.

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:

Personnel
Potential 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. Bernhardt seconded the motion and all voted in favor of adjournment.

Respectfully submitted,

RALPH E. STUBBS, Secretary