

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY  
REGULAR MEETING**

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**Oakhurst, NJ**

**September 3, 2019**

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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, Theodora, Villapiano  
Absent:       Stubbs, Attorney Bonello  
Others:       Attorneys Douglas Long and Michael Burns,  
              Executive Director William Schmeling, Operations Manager 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**

Executive Directors Report. The Director reported that he has updated the list of future projects after reviewing ideas with the staff. He provided the updated list to the Board members.

Mr. Schmeling advised that he re-noticed the meeting scheduled for September 17, which will be a joint meeting with members of the Council.

Attorney's Report. Mr. Bonello was unable to attend this meeting. In his absence, the Executive Director reported that Mr. Bonello had sent a letter to the Township to advise them that TOSA was not required to obtain variances for proposed projects, but we have not yet received a response.

Operations Manager Report. Mr. Kwityn advised that a part-time employee was hired to set up the Lucity program. He has made progress in updating TOSA's list of assets.

He noted that the employees have been able to make some repairs to the jet truck. The new truck should be delivered by Thanksgiving.

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

Jack Kearns, a reporter from WORD on the Shore, was present at the meeting. He asked about the SCADA system, and the Chairman provided an explanation as to how the system works. He also asked about TOSA's membership in the JIF. Mr. Schmeling explained that this membership reduced the cost of TOSA's insurance.

**BUSINESS SESSION**

Communications. Mr. Schmeling received a request from an engineering firm asking about the location of the sewer lines at the corner of Poplar Avenue and Deal Road.

In addition, a member of the Poplar Village Association board came in to advise that the Association is trying to purchase a piece of property from the Township to build a community center. The last one was destroyed during Sandy. He wanted to know

where the sewer line was located. Since there is no line close to that property, it would be necessary to run a new line.

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

Resolution

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

**RESOLUTION 19 - 78  
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	\$ 187,069.46
REVIEW and INSPECTION	238.50
RENEWAL and REPLACEMENT	153,771.00
EIT and CONSTRUCTION	217,568.46
PAYROLL ACCOUNT	109,889.27
<b>TOTAL BILLS PAYABLE</b>	<b>\$ 514,765.69</b>

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

CONSENT AGENDA

Mr. Theodora moved the approval of the Minutes for the August 6, 2019 meeting, the Operation Managers Report and the adoption of Resolutions 19-79 through 19-81 as a Consent Agenda. Mr. Bernhardt seconded the adoption of the Consent Agenda.

- a. Approval of Minutes of August 6, 2019 regular meeting.
- b. Motion to receive and file Operation Manager’s Report.

**Operation Manager’s Report  
September 2019**

Operations:

Interlaken Pump Station progress meeting on August 16. No issues  
 Met with Monmouth County Road Engineer on August 19 to discuss Interlaken Pump Station driveway. They will allow driveway to be installed where we need it. The said it is allowed to be 30 feet wide. We will do this work towards the end of the stations upgrade completion.  
 JIF safety inspection was on August 29.  
 Made good progress with the Lucity program. Mike has taken a good approach to this system.  
 EMI now has the control room gutted out and started installing new equipment inside. Also, they have most of the overhead supports in place.  
 In the next couple of weeks, the new See-Plex pump will be installed.

The 70 horsepower VFDs are here and they too will be installed. These will go on the sludge mixing pumps for the sludge holding tank.

Morehouse Engineering should soon have the iFix program up and running. This will have all the Secco software gone and all Scada on the same platform.

#### **Electrical:**

Worked with Matt from EMI, installed new spare fiber optic connections in RTU cabinets.

Worked with Artie from EMI in control building, rerouted control circuits and

Disconnected old Autocon & MCC. This was all part of the electrical upgrade being done.

Worked with Matt from Morehouse Inc. on Scada issues in the RTU cabinets.

Worked with Frank from Sq. D. with warranty work. Replace the VFD on mixer # 120.

Installed new power supply in RTU cabinet in the main pump building.

Disconnected odor unit at Whalepond Pump Station.

Installed new GFCI outlet at Whalepond Pump Station for the Wet Well Wizard system.

Installed new T-box battery for Rolling Meadows Pump Station.

Repaired light at Interlaken Pump Station.

#### **Plant:**

Wasted sludge for the month of August, 1,800,000 gallons, pre-thickened.

Thickener sludge removed, 350,000 gallons about 80,000 gallons directly to trucks.

Sludge hauled 114 trucks 750,000 gallons.

Percent removal is at 97 with a TSS of 6. All numbers and results are approximate, but well within permit.

#### **Collections Department:**

##### **Line Maintenance**

Highway 35 to Red lobster

South Dittmar

South Edgemere

Waverly to Auth Ave. to Finderne. Finderne to Carol and Carol to the Townships.

Holbrook to Klein, Klein to West Park, West Park to Highway 35, Highway 35 to Starbucks parking lot

Jet drain line at Ocean Twp. pool for filtration system. Clogged with sand from filters, all cleared and running.

Raleigh Ct to Willow Dr. Willow Dr. to Raleigh Ct., Willow to Highway 35

Middlebrook easement to Fieldstone Ln.

6400 ft. of pipe cleaned

##### **Service Calls**

22 Oak Dr., water in basement, checked cleanout by curb and checked sewer main all empty and running well. Homeowner called plumber

93 Beecroft, plumber looking for triangulation because their snake was stuck in the lateral in roots, we didn't have a drawing on the house.

56 Wickapecko Dr., sinking manhole in road, Mark was called to fix the issue.

Ultimate Fitness had bathroom issues, checked main and everything looking good, they called a plumber

44 Monmouth Rd, sewer line cap inspection for demolition of house. Capped is in place

##### **Pump Station**

Cut grass at all stations

Cleaned and washed down all stations

Pulled pump #1 at Cedar Village, flush valve was running to long, added oil and its back to running normal

##### **TV inspection**

Electrical pigtail failed and causing camera lights to not work. AJ and Dan installed new pigtail by soldering 12 wires together. Seems to be working properly

Sinkhole above Storm drain on Carbury Ln., pipe looks in good shape

Dow and Finderne sinkhole above storm drain pipe. During inspection found buried manhole that was causing the sinkhole.

##### **Maintenance Report:**

###### **BLEACH BUILDING**

8/5/19 – Found Bleach Pump #2 leaking. Replaced plastic fittings.

8/15/19 – Bleach Pump head leaking on Pump #1. Installed new head.

###### **GRIT SYSTEM**

8/16/19 – Replaced Belts on Grit Pump #1.

CONTROL BUILDING

8/12/19 – Removed diesel storage tank and brought to recycling center.

PSA BUILDING

8/5/19 – Installed true union ball valve on cooling water bleed-off line, this to throttle system bleed-off and prevent pump from going air bound.

8/8/19 – Installed new motor, belt, and pulley in small floor fan.

8/26/19 – Found 4A valve actuator leaking instrument air. Replaced actuator.

AERATION TANK

8/20/19 – Calibrated all LEL sensors and rebuilt all sample pumps.

CEDAR VILLAGE P/S

8/8/19 – Pump #2 running longer than normal. Pulled pump and inspected. Found flush valve diaphragm and membrane ripped.

8/9/19 – Rebuilt flush valve and installed Pump #2.

WHALEPOND P/S

8/13/19 – Found pumps not rotating. Reprogramed controller. Pumps now rotating as they should.

8/15/19 – Install bubbler system in wet well. Wet Well Wizard

TRUCK MAINTENANCE

8/8/19- Jet Truck – Replaced broken airline on reservoir tank.

8/27/19 – Camera Truck – Soldered in new pigtail connector on camera chord.

RESOLUTIONS

**RESOLUTION 19 - 79  
AUTHORIZING THREE-YEAR RENEWAL OF MEMBERSHIP  
IN THE NEW JERSEY UTILITY AUTHORITIES  
JOINT INSURANCE FUND EFFECTIVE JANUARY 1, 2020**

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

**WHEREAS**, the Authority's membership terminates as of December 31, 2019 unless earlier renewed by agreement between the Authority and the Fund; and

**WHEREAS**, the Authority desires to renew its membership in the Fund.

**NOW THEREFORE BE IT RESOLVED** by the Township of Ocean Sewerage Authority, in the County of Monmouth, New Jersey 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 of the Fund as presently existing or as modified from time to time by lawful act of the Fund.

2. The Governing Body shall be and hereby are authorized to execute the attached agreement to renew membership in the New Jersey Utility Authorities Joint Insurance Fund evidencing the Authority's intention to renew its membership.

**19 - 80  
CONFIRMING THE HIRING OF MICHAEL KEIM**

**WHEREAS**, the Township of Ocean Sewerage Authority is desirous of hiring an intern to work for the Authority on its Lucity program; and

**WHEREAS**, Michael Keim recently graduated with an engineering degree and has experience working on asset management programs; and

**WHEREAS**, the Board recommended the hiring of an intern to work on the Lucity program at the Authority's August 6, 2019 meeting; and

**WHEREAS**, Michael Keim has agreed to work for the Authority on an as-available basis for up to 100 hours; and

**WHEREAS**, Michael Keim began working for the Authority on August 12, 2019.

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority hereby confirms the hiring of Michael Keim for up to 150 hours on an as-available basis at a salary of \$18.00 per hour.

**19 - 81**

**AUTHORIZING AMENDMENT TO CONTRACT FOR PROFESSIONAL SERVICES CONTRACT WITH MOREHOUSE ENGINEERING, INC.**

**WHEREAS**, the Township of Ocean Sewerage Authority authorized a contract with Morehouse Engineering, Inc. for engineering services to review, set up and integrate its pump station alarm system into its existing SCADA system on March 5, 2019; and

**WHEREAS**, Skylar Morehouse, P.E. of Morehouse Engineering, Inc. is a recognized expert in the field of communications and controls in sewage systems; and

**WHEREAS**, the Authority has experienced additional engineering issues related to communications and controls in its treatment plant and collection system; and

**WHEREAS**, Morehouse Engineering was able to address the issues in a timely and efficient manner; and

**WHEREAS**, the Authority’s Executive Director has certified that funds are available for this contract under the GL line for SCADA Improvements (01-500-00-018) and engineering (01-50-500-313).

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Ocean Sewerage Authority that Morehouse Engineering’s contract is amended to cover additional work on communications and control systems in the treatment plant and collection system at the hourly rates and terms in the original February

**VOTE ON CONSENT ITEMS:**

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

Resolution

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

**19 - 82**

**AUTHORIZING PAYMENT IN THE AMOUNT OF \$181,885.41 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 August 27, 2019 the Authority’s engineer has recommended payment in the amount of \$181,885.41 pursuant to its Payment Application No. 5.

**THEREFORE, BE IT RESOLVED** that the Township of Ocean Sewerage Authority hereby approves payment in the amount of \$181,885.41 to Weeks Marine Inc. for the Ocean Outfall Replacement Project in accordance with Payment Application No. 5.

Roll Call: Bernhardt, Galvin, Theodora, Villapiano

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

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, Theodora, Villapiano

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