

**BERNARDS TOWNSHIP SEWERAGE AUTHORITY
MEETING MINUTES
AUGUST 13, 2019**

CALL TO ORDER

The chairperson called the meeting to order at 6:30 PM. Those assembled saluted the flag and the chairperson read the open public meeting statement in accordance with the law.

ROLL CALL

Present: Baldassare, Esposito, Harris, Orr
Absent: Pavlini
Also Present: Director Timko, Superintendent Raymond, Mott MacDonald
Wohlleb, Attorney Lisette Guzman

APPROVAL OF MINUTES

Motion by Esposito, second Harris to approve the Regular Meeting Minutes of June 25, 2019.

Aye: Esposito, Harris, Orr

Nay:

Abstain: Baldassare

Motion Carried

Motion by Harris, second Esposito to approve the Closed Meeting Minutes of June 25, 2019.

Aye: Esposito, Harris, Orr

Nay:

Abstain: Baldassare

Motion Carried

CORRESPONDENCE

None

PUBLIC COMMENT

None

ACTION/DISCUSSION ITEMS

a. Resolution #1940–Refund of Sewer Payment 4 Woodward Lane

Motion by Baldassare, second Esposito to approve Resolution #1940.

ROLL CALL

Aye: Baldassare, Esposito, Harris, Orr

Nay:

Motion Carried

b. Resolution #1941 – Bernards Plaza TWA Dewey Meadow Village

Motion by Baldassare, second Harris to approve Resolution #1941.

ROLL CALL

Aye: Baldassare, Esposito, Harris, Orr

Nay:

Motion Carried

c. Resolution #1942 – Garcia CO #1 (\$13,626.00)

Motion by Harris, second Esposito to approve Resolution #1942.

ROLL CALL

Aye: Baldassare, Esposito, Harris, Orr

Nay:

Motion Carried

d. Resolution #1943 – Suburban Consulting I & I \$58,000

Motion by Baldassare, second Esposito to approve Resolution #1943.

ROLL CALL

Aye: Baldassare, Esposito, Harris, Orr

Nay:

Motion Carried

e. Resolution #1944 – Reject bid Belyea Company – Plant Switchgear

Motion by Baldassare, second Harris to approve Resolution #1944.

ROLL CALL

Aye: Baldassare, Esposito, Harris, Orr

Nay:

Motion Carried

f. Resolution #1945 – P2P Miracle Chemical Company

Motion by Esposito, second Harris to approve Resolution #1945.

ROLL CALL

Aye: Baldassare, Esposito, Harris, Orr

Nay:

Motion Carried

g. Resolution #1946 – Aqua Infrastructure 2016 Sewer Rehab CO #1 & Final \$3,354.24

Motion by Baldassare, second Esposito to approve Resolution #1946.

ROLL CALL

Aye: Baldassare, Esposito, Harris, Orr

Nay:

Motion Carried

h. Resolution #1947 – ESCNJ CO-OP

Motion by Baldassare, second Harris to approve Resolution #1947.

ROLL CALL

Aye: Baldassare, Esposito, Harris, Orr

Nay:

Motion Carried

i. Discussion – draft 2020 budget

Timko gave an overview of the budget to the members. Members discussed the amount of overtime and requested Finance split out the overtime on the spreadsheet for scheduled weekend o/t versus emergency/storm o/t going back 3 years. Members discussed the operating budget and the increases and decreases. Discussion on the capital projects. Surplus threshold has been around 8 million for the past few years. Members requested to check with Finance about line 90 on the

rate increase spreadsheets and to redo the chart for next years budget. Members are okay with the rate stabilization, proposed operating and capital budget and agreed on no rate increase. Budget will be introduced at the September 10th meeting.

j. Discussion – grease trap waivers

Tabled to the next meeting

k. Discussion – MEL JIF Cybersecurity

Primarily because of ransomware the MEL is gradually increasing what is required and will conduct audits. They are establishing criteria that we must meet. If we don't meet the criteria and make a claim it will affect the insurance deductible.

CONSULTING ENGINEERS REPORT

August 13, 2019 Meeting

DEVELOPER PROJECTS:

Bernards Plaza/Dewey Meadow Village Redevelopment

The applicant's NJDEP Treatment Works Approval Application materials were reviewed and commented upon. Review comments were provided to Director Timko, Superintendent Raymond, Authority Attorney Belardo and to the developer's engineer for review and response.

AUTHORITY PROJECTS:

Monarch Circle / Crown Court Pump Station

We defer update on the project closeout to the Authority Director.

Harrison Brook STP-RAS/WAS Rehabilitation

A formal startup was held on August 8th to review settings and operational condition of the return sludge pumping and waste activated sludge pumping systems. A few minor restoration items remain to be completed and the project is ready to proceed to final closeout.

Harrison Brook STP Sludge Hauling

No Updates.

OPERATORS REPORT

JUNE 2019 REPORT

FLOWS

Total Flow	57,387,000	Gallons
Average Flow	1,932,000	Gallons
Maximum Flow	3,142,000	Gallons
Minimum Flow	1,416,000	Gallons

OPERATION

<u>Suspended Solids</u>	<u>Dry Weight</u>		<u>NJDEP Limit</u>
Influent	1260 Kg		
Effluent	25 Kg		280 Kg/Day
Net	1235 Kg	96.0 % Removed	85%
Suspended Solids in Effluent	3.00 Mg/l		30 Mg/l

<u>CBOD</u>	<u>Dry Weight</u>		<u>NJDEP Limit</u>
Influent	933 Kg		
Effluent	20 Kg		75.7 Kg/Day
Net	913 Kg	94.0 % Removed	85%
CBOD in Effluent	2.5 Mg/l		8 Mg/l

<u>Phosphorus</u>	<u>Dry Weight</u>		<u>NJDEP Limit</u>
Influent	23 Kg		
Effluent	1.18 Kg		
Phosphorus in Effluent	0.14 Mg/l		0.76 Mg/l

Remarks

Hypochlorite Used: 956 Gals. Sulfur Dioxide Used: 692 Lbs. Alum Used: 5920 Gals.
Caustic Used: 455 Gals. Total Precipitation 6.18 Inches.

Comments

Routine work and samples completed. Ran gens at pump stations and plant. Checked Pleasant Valley Pump Station (**requested by DEP enforcement agent**), Checked drives, tanks, gens and vehicles. Checked all syphons, checked & jetted Barons and checked Jamestown Rd., changed carbon E. Oak, Juniper way, Fieldstone and MVR, flushed fieldstone force main, exercised valves at pump stations, exercised sluice gates and valves at plant, cleaned probes at stations, Cleaned CL2 contact tanks, repaired spray bar water line at O2 ditches, cleaned Madisonville wet well, Grease trap inspections, Replaced 4 inch "T" in city water pit (**repair performed in house by plant personnel saving the Township approx. \$800**), Set up an account with Garden State Labs so that we have a back up incase Eurofins in unavailable, changed oil in outside equipment, back flow preventer testing, Replaced #1 check valve in boiler room 3" back flow preventer (**repair performed in house by plant personnel saving the Township approx. \$600**), cleaned fieldstone wet well, assist DPW with blockage, cleaned Valley Rd and Rebel Hill wet wells, 2nd quarter backflow reports to DEP, assisted DPW with storm drains #119 Dyckman PL with TV and Jet equipment.

TV inspection:

Woods End,

Jetted:

Woods End, Edwards, Brook Ridge, Normandy

Manhole inspections:

None

Customer Service:

Cleared blockage in main line at #36 Lyons Pl, investigated sink hole at #133 Bernard's Dr (all ok dirt settled in their yard),

SAFETY

See attached report submitted by Brian Thornton Safety Coordinator.

PROJECTS

RAS/WAS: Ken Schroder from Coppola and Nancy from MM are scheduled to be on site Monday 7/15/19 to develop a punch list.

Plant Generator Phase 2: Gen switch gear specs have gone out. We have not received the updated version. A bidder came on site 7/11/19 and was confused by the specs. There was a mistake pertaining to the number of spare breakers and the types. I was under the impression that this was all worked out last week during phone conversations with Nancy and Frank from MM, and later during a phone conversation with Chris from MM. The corrected specs call for an extra **RWL 2000** breaker for the CAT gen as a **spare**. It should read as follows: **1 RL1600** spare, **1 RL2000** spare and **1 RWL2000** as a **replacement** for the CAT breaker in the enclosure. I phoned Nancy on 7/11/19 and brought this to her attention. She saw the mistake and suggested it would be easier to remove the work from a bid rather than send out an addendum. Also, it might come in handy if whoever gets the job runs into unforeseen issues with the CAT RWL2000 breaker.

Security communication upgrade: Albert's email 7/10/19: Albert installed the new sierra unit and we are back on cell service.

East Oak St. force main Rehab. Bid opening held on 5/29/19 produced no bids.

Collection System Rehabilitation Lining: BTSA performed additional cleaning for the King George and Spring valley Blvd. lines on 5/30/19. BTSA considering how to proceed.

Rewrite of sludge disposal specs. Nancy submitted a corrected draft on 2/17/19 for our review.

Holtaway: JCP&L installed voltage meter on incoming service on 6/11/19. They will monitor the voltage for 2 weeks. Their report was submitted on 7/3/19 stating that no voltage issues were detected.

Collection Point Repairs: Contract A: Spoke to Rich Carr on 7/10/19 requesting an update. He said he would send out an email this week.

June 2019 Monthly Safety Report

Monthly safety inspections were completed. Conducted weekly storm drain inspections. Completed all monthly checks on fire extinguishers, lights, emergency lighting, exit signs, emergency showers and eye wash stations. We had fire extinguisher training, we also completed fire safety training. I attended a Safety Expo. Cleaned wet wells at Stations. Coppola still working up at FST building, fixing the grass area around FST #2, painters painted FST stairwell and main room. Lost time no accidents 485 days (Plus Junes 30 days).

JULY 2019 REPORT

FLOWS

Total Flow	50,061,000	Gallons
Average Flow	1,615,000	Gallons
Maximum Flow	3,040,000	Gallons
Minimum Flow	1,125,000	Gallons

OPERATION

<u>Suspended Solids</u>	<u>Dry Weight</u>		<u>NJDEP Limit</u>
Influent	1227	Kg	
Effluent	35	Kg	280 Kg/Day
Net	1192	Kg	96.0 % Removed 85%
Suspended Solids in Effluent	5.08	Mg/l	30 Mg/l

<u>CBOD</u>	<u>Dry Weight</u>		<u>NJDEP Limit</u>
Influent	691	Kg	
Effluent	22	Kg	75.7 Kg/Day
Net	669	Kg	95.0 % Removed 85%
CBOD in Effluent	3.5	Mg/l	8 Mg/l

<u>Phosphorus</u>	<u>Dry Weight</u>		<u>NJDEP Limit</u>
Influent	17	Kg	
Effluent	1.11	Kg	
Phosphorus in Effluent	0.15	Mg/l	0.76 Mg/l

Remarks

Hypochlorite Used: 775 Gals. Sulfur Dioxide Used: 728 Lbs. Alum Used: 6040 Gals.
Caustic Used: 1029 Gals. Total Precipitation 6.78 Inches. Effluent reuse 4.951mg

Comments

Routine work and samples completed. Ran gens at pump stations and plant. Checked Valley Pump Station (**requested by DEP enforcement agent**), Checked drives, tanks, gens and vehicles. Checked all syphons, checked & jetted Barons and checked Jamestown Rd., changed carbon E. Oak, Juniper way, Fieldstone and MVR, flushed fieldstone force main, exercised valves at pump stations, exercised sluice gates and valves at plant, cleaned probes at stations, took scrap metal to Klein, replaced flexible coupling on both oxidation ditch adjustable weirs drive shafts (**performed in house by plant personnel saving the Authority approx. \$1,000**), checked UST sensors, Chris from ITS replaced CPU and Power supply at Stonehouse Rd., Flushed Fieldstone force main.

TV inspection:

Storm sewer at 200 Whiteneck Rd for DPW, Woods End Dr.

Jetted:

Riverwalk siphon, Edward Ct, Woods End Dr, Marilyn St, Harcourt Ln, Quincy Rd, Shepard Way, Coppergate Dr, Paddock Ct, Wolf Ln, Atlas Rd, Osbourne Dr, Woods End.

Manhole inspections:

None

Customer Service:

Inspected saddle and connection at #126 Dyckman Pl, inspected saddle connection at #3016 Valley Rd.

SAFETY

See attached report submitted by Brian Thornton Safety Coordinator.

PROJECTS

RAS/WAS: MM and Coppola were on site 8/8/19 with hvac & elect. inspectors along with Chris P. to develop final punch list.

Plant Generator Phase 2: Bid opening on 7/30/19 produced 1 bid. \$51,355 from Belyea Co. Inc. Bidder did not provide bond. Bid will be rejected at Aug. meeting, project must be rebid.

Security communication upgrade: Fieldstone and Stonehouse continue to be monitored.

East Oak St. force main Rehab. Suburban currently evaluating the force main to determine if it's possible to convert to gravity and other options.

Rewrite of sludge disposal specs. Nancy submitted a corrected draft on 2/17/19 for our review.

Collection Point Repairs: Contract A: Rich Carr is waiting for an update on the proposal for heavy cleaning needed to prepare the King George Road sewer sections for rehabilitation.

Dewey Meadow Village Redevelopment: Nancy from MM submitted a Technical Note with recommendations for our review.

July 2019 Monthly Safety Report

Monthly safety inspections were completed. Conducted weekly storm drain inspections. Completed all monthly checks on fire extinguishers, lights, emergency lighting, exit signs, emergency showers and eye wash stations. We had an issue with the breakers for the plant's gens during our routine monthly gen exercise. The breakers were not transferring after timer was done. ETC and Norsal came out to trouble shoot problem. We started the bid process for the plants rehab breaker job. We had a new meter installed on the service water. Lost time no accidents 516 days (Plus Julys 31 days).

RESOLUTION#1948 – Approval of Bill List Dated: August 13, 2019 - \$679,355.76

Motion by Baldassare, second Esposito to approve Resolution #1948 Bill List Dated August 13, 2019 in the amount of **\$679,355.76**

ROLL CALL

Aye: Baldassare, Esposito, Harris, Orr

Nay:

Motion Carried

MEMBER STAFF COMMENTS

None

ADJOURNMENT

Motion by Baldassare, second Esposito, to adjourn at 7:53 pm.

All in flavor; motion carried.

Respectfully submitted,

Susan Long