

**BERNARDS TOWNSHIP SEWERAGE AUTHORITY
MEETING MINUTES
NOVEMBER 26, 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, Harris (arrived at 6:32), Orr, Pavlini

Absent: Esposito

Also Present: Director Timko, Attorney John Belardo, Superintendent Raymond, Mott MacDonald Wohlleb

APPROVAL OF MINUTES

Motion by Baldassare, second Harris to approve the Regular Meeting Minutes of September 10, 2019.

ROLL CALL

Aye: Baldassare, Harris, Orr

Nay:

Abstain: Pavlini

Motion Carried

Motion by Baldassare, second Harris to approve the Closed Meeting Minutes of September 10, 2019.

ROLL CALL

Aye: Baldassare, Harris, Orr

Nay:

Abstain: Pavlini

Motion Carried

CORRESPONDENCE

3rd Quarter Flow Report

The flows are dropping off because of less rain and we are under the 12 month rolling average.

PUBLIC COMMENT

None

ACTION/DISCUSSION ITEMS

a. Discussion -NJD PES permit renewal Mott MacDonald Proposal \$7,500

Nancy Wohlleb explained the process for renewing the permit. The permit expires every 5 years and will be expiring in June of 2020. The renewal process is started 6 months in advance to ensure continuation of the permit. It involves approximately 50 hours of junior staff compiling data and about 80 man hours total.

b. Resolution #1963- Adopt 2020 Budget

Motion by Baldassare, second Harris to approve Resolution #1963.

ROLL CALL

Aye: Baldassare, Harris, Orr, Pavlini

Nay:

Motion Carried

c. Resolution #1964 – 2020 Salary Chart

Motion by Baldassare, second Harris to approve Resolution #1964.

ROLL CALL

Aye: Baldassare, Harris, Orr, Pavlini

Nay:

Motion Carried

d. Resolution #1965 – Labor and Equipment Rates

Motion by Pavlini, second Baldassare to approve Resolution #1965.

ROLL CALL

Aye: Baldassare, Harris, Orr, Pavlini

Nay:

Motion Carried

e. Resolution #1966 – Suburban CO #2 2018 General Sewer Repairs \$5,500

Motion by Baldassare, second Harris to approve Resolution #1966.

ROLL CALL

Aye: Baldassare, Harris, Orr, Pavlini

Nay:

Motion Carried

f. Resolution #1967 – Matt Hutchinson Op II/Safety Coordinator

Motion by Baldassare, second Harris to approve Resolution #1967.

ROLL CALL

Aye: Baldassare, Harris, Orr, Pavlini

Nay:

Motion Carried

g. Resolution #1968 – P2P Vanguard

Motion by Pavlini, second Harris to approve Resolution #1968.

ROLL CALL

Aye: Baldassare, Harris, Orr, Pavlini

Nay:

Motion Carried

h. Resolution #1969 – P2P Precision Electric

Motion by Baldassare, second Harris to approve Resolution #1969.

ROLL CALL

Aye: Baldassare, Harris, Orr, Pavlini

Nay:

Motion Carried

CONSULTING ENGINEERS REPORT

Belardo questioned the upgrades to the Monarch Circle Pump Station and where it stands with Bernards Plaza, the Dewy Meadow affordable housing developer. To date Plaza's engineer has not submitted a detailed analysis to support their position that upgrades to the station are not needed. Timko & MM met with them and discussed the Authority's position and its basis as well as what type of analysis is needed. Belardo advised MM to send Bernards Plaza a detailed letter summarizing the correspondence and Plaza's lack of supportive analysis with a deadline for a response.

October 16, 2019 Meeting

DEVELOPER PROJECTS:

Bernards Plaza/Dewey Meadow Village Redevelopment

The applicant has submitted its NJDEP TWA Permit.

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

We await completion of remaining minor punchlist items.

NJPDES Permit Renewal Harrison Brook STP

Mott MacDonald is currently preparing a proposal for the NJPDES permit renewal

November 26, 2019 Meeting

DEVELOPER PROJECTS:

Bernards Plaza/Dewey Meadow Village Redevelopment

Mott MacDonald continues to work with BTSA and the developer to finalize the Monarch Circle Pump Station improvements that will be needed as a result of the development connection.

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

There are a few remaining punchlist items to be addressed based upon a plant inspection made by Mott MacDonald in early November. The contractor should have them completed before the end of the year.

NJPDES Permit Renewal Harrison Brook STP

Mott MacDonald is proceeding with preparing the renewal application.

OPERATORS REPORT

October 2019 Meeting

September 2019 Report

FLOWS

Total Flow	36,394,000	Gallons
Average Flow	1,213,000	Gallons
Maximum Flow	1,551,000	Gallons
Minimum Flow	1,003,000	Gallons

Operation

<u>Suspended Solids</u>	<u>Dry Weight</u>		<u>NJDEP Limit</u>
Influent	1257	Kg	
Effluent	16	Kg	280 Kg/Day
Net	1241	Kg	85%
Suspended Solids in Effluent	3.25	Mg/l	30 Mg/l

<u>CBOD</u>	<u>Dry Weight</u>		<u>NJDEP Limit</u>
Influent	589	Kg	
Effluent	15	Kg	75.7 Kg/Day
Net	574	Kg	85%
CBOD in Effluent	3.0	Mg/l	8 Mg/l

<u>Phosphorus</u>	<u>Dry Weight</u>		<u>NJDEP Limit</u>
Influent	17	Kg	
Effluent	1.29	Kg	
Phosphorus in Effluent	0.26	Mg/l	0.76 Mg/l

Remarks

Hypochlorite Used: 950 Gals. Sulfur Dioxide Used: 694 Lbs. Alum Used: 5724 Gals.
Caustic Used: 0 Gals. Total Precipitation 1.35 Inches. Effluent reuse 10.635mg

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, repaired hydraulic steering piston on belt filter press (**repaired in house by BTSA personnel saving the Authority approx. \$1000**), pump #1 at South Maple sent out for repair (pumping services switched out with spare), Flushed Fieldstone force main, changed lower belt on filter press (**repaired in house by BTSA personnel saving the Authority approx. \$1000**), pumped out septic tanks at Dunham Park for parks dept., conducted polymer testing, took delivery of John Deere easement vehicle, conducted backflow inspections, conducted grease trap inspections, replaced hydrant at FTS's (**repaired in house by BTSA personnel saving the Authority approx. \$1500**), replaced hr. meter for pump #1 at South Maple (**repaired in house by BTSA personnel saving the Authority approx. \$750**),

TV inspection:

Jettied:

Penwood Rd, Manor Dr, Edward Ct, Normandy Ct, Penwood Rd, Arch Gate Rd, Woodstone Rd, Winding Way, Linden Dr, Hillcrest Way, Summit Dr, Tall Timber Ln, Crest Dr, Sun Rd, Goltra Dr

Manhole inspections:

Located manholes that need replacing on Wedgewood, Mt. Airy and Valley Rd.

Customer Service:

Investigate odor complaint at #240 Lurline Dr, TV inspection of #21 Cantor Dr and located a sag in our stub that we will repair,

SAFETY

See attached report submitted by Brian Thornton Safety Coordinator.

PROJECTS

RAS/WAS: HVAC technician scheduled to return the week of 9/30/19 to finish connections and charge the heating system. Ken Schroder submitted punch list.

Plant Generator Phase 2: Bid awarded to Belyea Co. at Sept. Authority meeting, waiting for a pre con. meeting.

Security communication upgrade: Paul Lomelo is reviewing update report from Albert as of 10/1/19.

East Oak St. force main Rehab. On 9/17/19 Suburban Consulting submitted updated plans for our review that include an additional structure to allow for the temp. bypass. They are finalizing specs. and construction cost estimate.

Collection System Repairs/Lining: King George Lining work to resume on 10/7/19. Awaiting confirmed schedule.

Smoke Testing: Suburban Consulting will submit final documents by 10/14/19.

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

September 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.

Exercised plant gens with no issues.

Exercised R.S.P valves and all sluice gates around plant.

Replaced all burnt out lights around plant, and some pump stations.

We had annual hoist inspections done by Maximum.

We had T-Slack come out and do the recalibration of the Veeder-Roots for our gas and diesel tanks.

There was one accident while swapping out a fire hydrant, the employee slipped and fell, Resulting in workers comp.

Lost time no accidents 0 days (Plus no days).

November 2019 Meeting

October 2019 Report

FLOWS

Total Flow	45,429,000	Gallons
Average Flow	1,465,000	Gallons
Maximum Flow	3,487,000	Gallons
Minimum Flow	1,008,000	Gallons

Operation

<u>Suspended Solids</u>	<u>Dry Weight</u>		<u>NJDEP Limit</u>
Influent	1351	Kg	
Effluent	21	Kg	280 Kg/Day
Net	1330	Kg	85%
Suspended Solids in Effluent	3.25	Mg/l	30 Mg/l

<u>CBOD</u>	<u>Dry Weight</u>		<u>NJDEP Limit</u>
Influent	659	Kg	
Effluent	12	Kg	75.7 Kg/Day
Net	647	Kg	85%
CBOD in Effluent	3.0	Mg/l	8 Mg/l

<u>Phosphorus</u>	<u>Dry Weight</u>		<u>NJDEP Limit</u>
Influent	25	Kg	
Effluent	0.93	Kg	
Phosphorus in Effluent	0.17	Mg/l	0.76 Mg/l

Remarks

Hypochlorite Used: 643 Gals. Sulfur Dioxide Used: 711 Lbs. Alum Used: 6020 Gals.

Caustic Used: 0 Gals. Total Precipitation 7.29 Inches. Effluent reuse 8.438mg

Comments

Routine work and samples completed. Ran gens at pump stations and plant. Checked Pleasant Valley Pump Stations (**requested by DEP enforcement agent**), BRI run, 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 station wet wells, equipment oil changes, cut easement behind Allen Rd, replaced rotted hydraulic lines on press (**repaired in house by BTSA personnel saving the Authority approx. \$1000**), Bob, Sam, Bernie, Johnny and Brian attended technology transfer seminars at Eatontown, French and Parrello conducted lagoon liner integrity testing, replaced entire eye wash/safety shower station in CL2 building (**repaired in house by BTSA personnel**

saving the Authority approx. \$2000), evacuate bearings on belt filter press, Replaced internal components of RSP #2 check valve (**repaired in house by BTSA personnel saving the Authority approx. \$750).**

TV inspection:

Storm sewer on Valley Rd for DPW, Bernard's Dr, Yorkshire Ct,

Jetted:

Gristmill Dr, Wexford Way, Oak Hill Rd, Lurline Dr, Bullion Rd, Wedgewood, Hessian, Essex, storm sewer at golf course, Bernard Dr, Yorkshire Ct, Brookfield Dr, Elizabeth St, Hill Top Rd, Brian Ln, Storm sewers on Goltra for DPW,

Manhole inspections:

Marked out sewer from Lewis to S. Finlay and corner of Henry St,

Customer Service:

AME Construction repaired lateral sag at #21 Canter Dr,

SAFETY

See attached report submitted by Brian Thornton Safety Coordinator.

PROJECTS

RAS/WAS: Email from Ken Schroder 11/6/19: "Drain line fixed, 90 was cracked also upon inspection and replaced. I have to confirm the sump valves were installed Plumbing completed, insulated. There was a small leak at a coupling that we were notified on yesterday. Cooper stopped onsite, found the leak. Isolated the leak, will repair tomorrow. I have to confirm area of grass re raked and seeded. I have the directional arrows to install, will stop out by Monday to complete. Will check on O&M hard copies Will create a Closeout Folder on ProjectWise - contractor to upload documents as discussed. I plan on stopping out Monday to confirm items from plumbing and electrical items, and all O&M ready I will bring 2 copies." **Also, we discovered that the breakers for the electric heaters in the pump room were never installed. Ken apologized and will resolve on 11/8/19.**

Plant Generator Phase 2: Bid awarded to Belyea Co. at Sept. Authority meeting, waiting for documents and pre con. meeting.

Security communication upgrade: Meeting held at 9am on 11/6 resulted in updates and plans to move forward with the rest of the system. Lomello will submit proposals.

East Oak St. force main Rehab. On 9/17/19 Suburban Consulting submitted updated plans for our review that include an additional structure to allow for the temp. bypass. They are finalizing specs. and construction cost estimate.

Collection System Repairs/Lining: The King George Road CIPP lining has been rescheduled for the week of November 12, 2019.

Smoke Testing: Suburban Consulting submitted Specifications for review.

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

October 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.

Exercised plant gens with no issues.

Exercised R.S.P valves and all sluice gates around plant.

The crew attended Hearing Conservation training.

Completed plant oil changes. No issues.

Replaced chlorine room eyewash station, with new updated Guardian eyewash station.

Bill M. still on WC for October. No other accidents.

Lost time no accidents 31 days (Plus no days).

RESOLUTION #1970 – Approval of Bill List Dated: November 26, 2019 - \$471,851.54

Motion by Baldassare, second Harris to approve Resolution #1970 Bill List Dated November 26, 2019 - **\$471,851.54**

ROLL CALL

Aye: Baldassare, Harris, Orr, Pavlini

Nay:

Motion Carried

MEMBER/STAFF COMMENTS

Timko gave an update on Monarch Circle Pump Station and Beaver Electric. We have been going back and forth with their attorney. They offered to take \$60,000 from the approximately \$300,000 balance. We will likely go to arbitration.

The wireless test at 2 of the pump stations was successful so we are getting a proposal to permanently install them at all the pump stations.

MEL/JIF has contracted with an IT cybersecurity firm that we can hire to assist with helping us meet our insurance requirements. They are going to audit us to see where we're at and we are going to also seek a proposal for the administrative side of cybersecurity from them.

Thank you and Happy Thanksgiving.

ADJOURNMENT

Motion by Baldassare, second Pavlini, to adjourn at 7:09 pm.

All in flavor; motion carried.

Respectfully submitted,

Susan Long