

**BERNARDS TOWNSHIP SEWERAGE AUTHORITY
MEETING MINUTES
JUNE 25, 2019**

CALL TO ORDER

The chairperson called the meeting to order at 6:31 PM. Those assembled saluted the flag and the chairperson read the open public meeting statement in accordance with the law.

ROLL CALL

Present: Esposito, Harris, Orr, Pavlini

Absent: Baldassare

Also Present: Director Timko, Attorney John Belardo, Superintendent Raymond, Mott MacDonald Wohlleb, Nisivoccia Lee, CFO Sean McCarthy, Steve Yglesias-3137 Valley Rd.

CLOSED SESSION – RESOLUTION #1940

Motion Pavlini, second Harris to temporarily adjourn to closed session at 6:32 PM.

All in favor; motion carried.

Motion Pavlini, second Esposito to resume in open session at 6:49 PM.

All in favor; motion carried.

APPROVAL OF MINUTES

Motion by Esposito, second Harris to approve the Regular Meeting Minutes of May 14, 2019.

All in favor; motion carried.

CORRESPONDENCE

None

PUBLIC COMMENT

Steve Yglesias-3137 Valley Road-commented on BTSA considering changing the rules/regulations for a separate connection and fee for separate buildings such as a pool house.

ACTION/DISCUSSION ITEMS

a. Discussion – FYE 2018 Audit – Man Lee, Nisivoccia

Man Lee gave a brief overview of the budget. Our net position is up from 35 million to 36.3 million including asset value. 26.7 million net investment in capital assets. 9.6 million is fund balance after considering pension liabilities and deferred outflow and inflow associated with pension. Net cash position without consideration of pension liability is almost 12 million. No recommendation from the auditors.

b. Resolution #1934 – Annual Audit Group Certification

Motion by Pavlini, second Harris to approve Resolution #1934.

ROLL CALL

Aye: Esposito, Harris, Orr, Pavlini

Nay:

Motion Carried

c. Resolution #1935 – FYE 2018 Audit NJSA Compliance

Motion by Pavlini, second Harris to approve Resolution #1935.

ROLL CALL

Aye: Esposito, Harris, Orr, Pavlini

Nay:

Motion Carried

d. Resolution #1936 – Budget Transfer Monarch Circle PS \$30,000

Motion by Esposito, second Harris to approve Resolution #1936.

ROLL CALL

Aye: Esposito, Harris, Orr, Pavlini

Nay:

Motion Carried

e. Resolution #1937 – MM CO #4 Monarch Circle PS \$28,521.81

Motion by Harris, second Esposito to approve Resolution #1937.

ROLL CALL

Aye: Esposito, Harris, Orr, Pavlini

Nay:

Motion Carried

f. Discussion – Rule Waivers

Discussion about establishing a process to address waivers. We are under no obligation to grant a waiver. Authority members discussed allowing smaller, undersink grease traps rather than the required 750 gallon grease trap. Also discussed waivers for secondary structures requiring a separate sewer connection. Authority members agree to allow waivers for grease traps but no waivers for a secondary structure. Members requested information on the number of grease trap inspections. Timko will revise the language.

g. Resolution #1938 – Dunkin Donuts grease trap waiver Dewey Meadow

Motion by Pavlini, second Esposito to approve Resolution #1938.

ROLL CALL

Aye: Esposito, Harris, Orr, Pavlini

Nay:

Motion Carried

g. Resolution #1941 – Bernards Plaza Dewey Meadow Allocation

Motion by Pavlini, second Harris to approve Resolution #1941 with the amended changes.

ROLL CALL

Aye: Esposito, Harris, Orr, Pavlini

Nay:

Motion Carried

h. Discussion – Quarterly Flow report

Table to the next meeting

i. Update – MEL JIF Cybersecurity

Table to the next meeting

CONSULTING ENGINEERS REPORT

DEVELOPER PROJECTS:

No Developer Activity This Month

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

No updates. The project is close to substantial completion.

Harrison Brook STP Sludge Hauling

Revised specifications were provided to BTSA for final review.

June 5, 2019

OPERATORS REPORT

May 2019 Report

FLOWS

Total Flow	79,421,000	Gallons
Average Flow	2,562,000	Gallons
Maximum Flow	4,906,000	Gallons
Minimum Flow	1,469,000	Gallons

OPERATION

<u>Suspended Solids</u>	<u>Dry Weight</u>		<u>NJDEP Limit</u>
Influent	2129	Kg	
Effluent	40	Kg	280 Kg/Day
Net	2089	Kg	85%
Suspended Solids in Effluent	3.40	Mg/l	30 Mg/l

<u>CBOD</u>	<u>Dry Weight</u>		<u>NJDEP Limit</u>
Influent	789	Kg	
Effluent	23	Kg	75.7 Kg/Day
Net	766	Kg	85%
CBOD in Effluent	2.0	Mg/l	8 Mg/l

<u>Phosphorus</u>	<u>Dry Weight</u>		<u>NJDEP Limit</u>
Influent	27	Kg	
Effluent	1.38	Kg	
Phosphorus in Effluent	0.13	Mg/l	0.76 Mg/l

Remarks

Hypochlorite Used: 1175 Gals. Sulfur Dioxide Used: 759 Lbs. Alum Used: 6030 Gals.
Caustic Used: 749 Gals. Total Precipitation 9.75 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, changed oil in station grinders, JVD installed new compacter screw, changed oil in Digester blowers, Fosbre plumbing replaced valves in hot water recirculation pumps, Foley serviced generators, pull algae from lagoon #2, located broken conduit for solar panels by CL2 contact tanks, cleaned E Oak wet well, oil changes, employee evaluations completed, plant equipment oil changes, repaired pressure sewer leak at #233 Madisonville Rd (see attached letter to DEP),

TV inspection:

Sherwood Dr, King George Rd and Spring Valley Blvd (**TV while using chain flail to remove scale**),

Jetted:

King George Rd and Spring Valley Blvd (**used chain flail to remove scale**), 214 Spencer Rd storm sewer,

Manhole inspections:

None

Customer Service:

Repaired pressure sewer leak at #233 Madisonville Rd (see attached letter to DEP)

SAFETY

See attached report submitted by Brian Thornton Safety Coordinator.

PROJECTS

Crown Ct.: MM is working with BTSA for project close out.

Press Building Demo. Contractor submitted request for final payment on 4/29/19. MM working on close out.

RAS/WAS: Painter nearly finished. Called Ken Schroder On 5/30/19 and brought to his attention a raised area of product on the floor in the basement that could potentially be a tripping hazard. He is scheduled to inspect the job on 5/31/19.

Plant Generator Phase 2: Approval received for MM to compose specs.

Security communication upgrade: Fieldstone Dr and Stonehouse Rd are up and running on cellular service. Systems are being monitored.

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.

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

Holtaway: Preston submitted final report for BTSA review on 4/23/19. Report also sent to First Energy.

Collection Point Repairs: Contract A: North Maple Avenue Point Repair completed. Manhole lining on Battle Hill Rd, Lexington Rd and Concord Ln scheduled for 5/31/19.

May 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 did routine oil changes on equipment around plant and stations. Cleaned wet wells at Stations. Coppola still working up at FST building, painters painting FST basement. Lost time no accidents 455 days (Plus Mays 31 days).

May 29, 2019

Mr. Douglas Speeney
Northern Bureau of Regional Enforcement
NJDEP
7 Ridgedale Avenue
Cedar Knolls, NJ 07927

CERTIFIED MAIL - RRR

Re: NJDEP Hotline Case No. 19-05-28-1557-38

Dear Mr. Speeney:

On May 28, 2019 at approx. 1430 hours we received a call from the homeowner of #233 Madisonville Rd in Basking Ridge concerning a slight leak he discovered with his residential pumping system. BTSA collection system Forman was immediately dispatched to investigate. Upon arrival, our Forman confirmed the leak and determined that it only occurred when the homeowners pump came on. The nature of the leak was very slight and unmeasurable. Due to the nature and position of the leak, he was unable to determine if the problem was the homeowner's responsibility or ours. The homeowner was notified and instructed to curtail usage as much as possible. Messercola Excavating from Plainfield NJ was immediately contacted for the repair.

NJDEP non-emergency Hot Line was notified at 3:50 pm on 5/28/19 and was logged in by operator #85, case #19-05-28-1557-38.

Repair was completed at 12:00 pm on 5/29/19. Plant personnel remained on site for the duration of the repair.

The NJDEP hotline was notified at 1325 hours on 5/29/2019 to close out the incident and was logged in by operator #15, case #19-05-29-1325-07.

Please feel free to contact me immediately at (908) 647-2460 if you require any additional information regarding this issue as the Authority wishes to maintain all available defenses with respect to this event.

Sincerely,

Bob Raymond

Plant Superintendent

Cc: Tom Timko, Director

Nancy Wohlleb, PE, CME, MM Consulting Engineer

John Belardo Esq., BTSA attorney

RESOLUTION #1939 – Approval of Bill List Dated: June 25, 2019 - \$452,775.63

Motion by Harris, second Esposito to approve Resolution #1939 Bill List Dated June 25, 2019 in the amount of \$452,775.63.

ROLL CALL

Aye: Esposito, Harris, Orr, Pavlini

Nay:

Motion Carried

MEMBER/STAFF COMMENTS

None

ADJOURNMENT

Motion by Pavlini, second Harris, to adjourn at 7:50 pm.

All in flavor; motion carried.

Respectfully submitted,

Susan Long