

**BERNARDS TOWNSHIP SEWERAGE AUTHORITY
MEETING MINUTES
JUNE 9, 2020**

CALL TO ORDER

The chairperson called the meeting to order at 6:36 PM. Those assembled saluted the flag and the chairperson read the open public meeting statement in accordance with the law.

Notice was provided that this meeting is being conducted through virtual means due to the COVID-19 outbreak until further notice in accordance with the Open Public Meetings Act on 05/04/2020 and notice for this meeting was updated on 06/04/2020. Such notice was posted on the township website and provided by e-mail to the Recorder Publishing / Bernardsville News, Whippany.

ROLL CALL

Present: Esposito, Fields, Harris, Orr, Pavlini

Absent:

Also Present: Director Timko, Attorney Lisette Guzman, Superintendent Raymond, Mott MacDonald Peter Kosik, Flett Exchange Michael Flett

APPROVAL OF MINUTES

Motion by Fields, second Harris to approve the Regular Meeting Minutes of March 10, 2020.

All in favor; motion carried

CORRESPONDENCE

1st Quarter Flow Report: Flows are average including future development.

PUBLIC COMMENT

Todd Edelstein-Riverside Drive, commented about why we couldn't have a regular meeting instead of a zoom meeting based on the new rules of 25% for indoor gatherings.

ACTION/DISCUSSION ITEMS

a. Discussion – Michael Flett Srec Market - Bernards Township Sewerage Authority owns a 1.1Mw solar array at the sewage plant. This array produces SRECs that need to be sold. BTSA currently has a 3 year contract with PSE&G to sell the SRECS. That contract ends at the end of May 2020. Flett Exchange proposes to provide SREC brokerage services to Bernards Township Sewage Authority in order to obtain another long term contract to lock in SREC prices if they are favorable or to assist in selling spot SRECs. If the Board decides to forego a long-term contract Flett Exchange will provide auction services to sell the SRECs periodically. **Long-term contract pricing:** Flett Exchange will charge 1.5% of the total value of the SREC contract to Bernards Township. (eg. \$200*1,250 SRECS*3 years*1.5%=\$11,250.00 commission) Flett Exchange will only charge the buyer of the SREC contract 0.75% brokerage – and no more. (Other brokers charge the buyer higher brokerage rates which directly reduce the contract price shown to the seller in a non- transparent transaction at \$200. Example: on a 3 year contract Flett will charge the buyer \$1.50 per SREC commission)

After a lengthy discussion Authority Members are comfortable moving forward awarding a contract for Flett Exchange's services.

b. Resolution #2040–Bid Award East Oak Force Main-Arold Construction \$369,550

Motion by Esposito, second Fields to approve Resolution #2040.

ROLL CALL

Aye: Esposito, Fields, Harris, Orr, Pavlini

Nay:

Abstain:

Motion Carried

c. Resolution #2041 Budget Transfer-Plant Switchgear Project

Motion by Esposito, second Harris to approve Resolution #2041.

ROLL CALL

Aye: Esposito, Fields, Harris, Orr, Pavlini

Nay:

Motion Carried

d. Resolution #2042 Bid Award Main Switchgear Repairs-Reuter & Hanney Inc. \$142,000

Motion by Fields, second Harris to approve Resolution #2042.

ROLL CALL

Aye: Esposito, Fields, Harris, Orr, Pavlini

Nay:

Motion Carried

e. Resolution #2043 Bid Award Flett Exchange SREC's \$15,000

Motion by Harris, second Pavlini to approve Resolution #2043.

ROLL CALL

Aye: Esposito, Fields, Harris, Orr, Pavlini

Nay:

Motion Carried

CONSULTING ENGINEERS REPORT

April 14, 2020 Meeting (No Meeting)

DEVELOPER PROJECTS:

Bernards Plaza/Dewey Meadow Village Redevelopment

MM defers the overall update to the Authority. We anticipate the developer submitting their TWA application when they are ready.

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 installation of the new PLC Controller for the HVAC equipment. Once this unit is installed, the project is completed.

NJPDES Permit Renewal Harrison Brook STP

We await NJDEP comments on the application

Harrison Brook STP Raw Sewage Pipe Header Replacement

No updates.

May 12, 2020 Meeting (Video Meeting)

DEVELOPER PROJECTS:

Bernards Plaza/Dewey Meadow Village Redevelopment

MM defers the overall update to the Authority. We anticipate the developer submitting their TWA application when they are ready. MM conducted a review of the drilling specification provided by the developer.

LCB Senior Living Mount Airy Road

MM conducted an allocation review of the proposed assisted living/care facility project. We are in the process of completing a technical review of their sewer application.

Mountainview

MM is currently in the process of completing a technical review of their sewer application.

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 installation of the new PLC Controller for the HVAC equipment. Once this unit is installed, the project is completed.

NJPDES Permit Renewal Harrison Brook STP

We await NJDEP comments on the application

Harrison Brook STP Raw Sewage Pipe Header Replacement

No updates.

OPERATORS REPORT

March 2020 Report

FLOWS

Total Flow	52,307,000	Gallons
Average Flow	1,687,000	Gallons
Maximum Flow	2,808,000	Gallons
Minimum Flow	1,188,000	Gallons

OPERATION

<u>Suspended Solids</u>	<u>Dry Weight</u>		<u>NJDEP Limit</u>
Influent	1615	Kg	
Effluent	25	Kg	280 Kg/Day
Net	1590	Kg	85%
Suspended Solids in Effluent	3.4	Mg/l	30 Mg/l

<u>CBOD</u>	<u>Dry Weight</u>		<u>NJDEP Limit</u>
Influent	584	Kg	
Effluent	14	Kg	75.7 Kg/Day
Net	570	Kg	85%
CBOD in Effluent	2.0	Mg/l	8 Mg/l

<u>Phosphorus</u>	<u>Dry Weight</u>		<u>NJDEP Limit</u>
Influent	19	Kg	
Effluent	1.5	Kg	

Phosphorus in Effluent

0.24 Mg/l

0.76 Mg/l

Remarks

Hypochlorite Used: 900 Gals. Sulfur Dioxide Used: 771 Lbs. Alum Used: 5930 Gals.

Caustic Used: 0 Gals. Total Precipitation 3.72 Inches. Effluent reuse 9.04mg

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 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, 243 to Cliffside Auto for crane replacement, **Passed NJDEP inspection with flying colors**, Joe Ragland repaired issue with switch gear voltage on plant gen, detected water leak in heat loop put by generator complex (**mark out company completed utility location and contractor has been notified to make repair**), Foley replaced batteries in CAT gen., Pumping Services installed new post CL2 analyzer, Grease trap inspections,

On Friday 3/20/2020 BTSA implemented a reduced employee schedule in response to the COVID-19 outbreak.

E Oak St pump #1 repaired by pumping services (seal fail), E Oak St pump #2 being repaired by pumping services (seal fail), BRI run, replaced ceiling tiles in CL2 analyzer room, new employees John and Kyle started work on 3/30/2020.

TV inspection:

TV camera computer sent out for repair on 2/24/2020.

Jetted:

Barons,

Manhole inspections:

E Allen, N Maple, Berkeley Cr, Blackburn Rd,

Customer Service:

Lateral #10 Canter installed cleanout at curb,

SAFETY

See attached report submitted by Matt Hutchinson Safety Coordinator.

PROJECTS

RAS/WAS: MM held a conference call with HVAC contractor on 3/4/20. Awaiting an update. now.

Plant Generator Phase 2: A representative from Energy Test is scheduled to conduct a walk through for bidding purposes on 3/27/2020. Bid opening tentatively scheduled for 4/7/2020.

Plant Office Computer Upgrade: Adam Girdner from First Look began remote system analysis on 3/13/20.

Security communication upgrade: MM and Lomelo working to get Verizon tech. out to the stations. Paul Lomelo has been in touch with Irene Donnelly from Verizon.

East Oak St. force main Rehab. Low bidder used the wrong bid package. Must be rebid.

Smoke Testing: Smoke testing of Crown Ct and Rebel hill areas has begun.

Raw Sewerage wet well piping: Nancy submitted scope of improvements for our review on 2/6/2020.

Dewey Meadow Village Redevelopment: BTSA working with contractor. Johnny met with Bob Gill from Menlo Eng. And Joe Matyi from master locators at Crown Ct on 3/9/2020 and Jose from Keenen Survey on 3/11/2020.

March 2020 Monthly Safety Report

On Friday 3/20/2020 BTSA implemented a reduced employee schedule in response to the COVID-19 outbreak. Bob Raymond

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

Continued work on Annual safety program updates.

PEOSH Inspection Conducted on 3/4 and 3/5.

Started Correcting PEOSH Citations.

Fire Inspection Conducted on 3/16.

Started Correcting Fire Citations.

1 Accident, Joe strained his back, cleared by doctor for full duty.

Lost time no accidents 183 days (Plus March 31 days).

OPERATOR'S REPORT

April 2020 Report

FLOWS

Total Flow	59,605,000	Gallons
Average Flow	1,988,000	Gallons
Maximum Flow	5,067,000	Gallons
Minimum Flow	1,433,000	Gallons

OPERATION

<u>Suspended Solids</u>	<u>Dry Weight</u>		<u>NJDEP Limit</u>
Influent	1712 Kg		
Effluent	37 Kg		280 Kg/Day
Net	1675 Kg	95.0 % Removed	85%
Suspended Solids in Effluent	4.0 Mg/l		30 Mg/l

<u>CBOD</u>	<u>Dry Weight</u>		<u>NJDEP Limit</u>
Influent	645 Kg		
Effluent	14 Kg		75.7 Kg/Day
Net	631 Kg	97.0 % Removed	85%
CBOD in Effluent	2.0 Mg/l		8 Mg/l

<u>Phosphorus</u>	<u>Dry Weight</u>		<u>NJDEP Limit</u>
Influent	24 Kg		
Effluent	2.0 Kg		
Phosphorus in Effluent	0.27 Mg/l		0.76 Mg/l

Remarks

Hypochlorite Used: 962 Gals. Sulfur Dioxide Used: 740 Lbs. Alum Used: 5790 Gals.
Caustic Used: 0 Gals. Total Precipitation 5.24 Inches. Effluent reuse 8.625mg

Comments

On Friday 3/20/2020 BTSA implemented a reduced employee schedule in response to the COVID-19 outbreak.

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 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 battery back up at valley rd., replaced battery on Valley Rd gen, welder installed new handrail on O2D steps, cleaned wet wells at Madisonville Rd, Rebel Hill and Valley Rd.

TV inspection:

None

Jetted:

Barons

Manhole inspections:

Blackburn Rd, Charter Ct, Dyckman Pl, Colonial Dr, Forbes Ct, Orchard Pl. and Southard Pl.

Customer Service:

Marked out 8" sewer line on N Finley for NJAW, Helped Liberty Corner First Aid attempt to clear blockage in their line (unsuccessful, they had to call Rotor Rooter), investigated water bubbling up in the yard of #37 Fieldstone. We TV inspected their lateral and found clear water entering at a joint. Appears to be water company issue.

SAFETY

See attached report submitted by Matt Hutchinson Safety Coordinator.

PROJECTS

RAS/WAS: I emailed Ray Virgens from Tech sales for a progress update on 4/30/20. He is working with the factory to get our telescopic valve repaired. Also, I informed Nick from Coppola that our #1 sump pump in FST bldg. is not working.

Plant Generator Phase 2: MM and BTSA working with contractor with regards to bid discrepancies.

Plant Office Computer Upgrade: Adam Girdner from First Look has scheduled the firewall installation for May 20th.

Security communication upgrade: Verizon techs were on site 4/28/2020 to attempt installation of the Fios line. They had to call in another department to install a new Pull line through the conduit. The existing one was too old. The new pull line was successfully installed and the Fios cable crew is being rescheduled by Verizon.

East Oak St. force main Rehab. Rebid opening on 4/1/2020 resulted in Arnold Construction Inc as lowest bidder.

Smoke Testing: CCTV inspections continue.

Raw Sewerage wet well piping: Nancy submitted scope of improvements for our review on 2/6/2020.

Dewey Meadow Village Redevelopment: BTSA working with contractor. Johnny met with Bob Gill from Menlo Eng. And Joe Matyi from master locators at Crown Ct on 3/9/2020 and Jose from Keenen Survey on 3/11/2020.

April 2020 Monthly Safety Report

Continued following implemented COVID-19 precautions: rotating skeleton crews, limited contact, use of facemasks with public interaction, sign-in sheet for visitors and deliveries.

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.

Continued work on Annual safety program updates.

Finished PEOSH citation abatements, submitted report to NJ LWD.

No Accidents.

Lost time no accidents 213 days (Plus April 30 days).

OPERATOR'S REPORT

May 2020 Report

FLOWS

Total Flow	48,376,000	Gallons
Average Flow	1,561,000	Gallons
Maximum Flow	2,811,000	Gallons
Minimum Flow	1,208,000	Gallons

OPERATION

<u>Suspended Solids</u>	<u>Dry Weight</u>		<u>NJDEP Limit</u>
Influent	2295 Kg		
Effluent	14 Kg		280 Kg/Day
Net	2281 Kg	99.0 % Removed	85%
Suspended Solids in Effluent	2.0 Mg/l		30 Mg/l

<u>CBOD</u>	<u>Dry Weight</u>		<u>NJDEP Limit</u>
Influent	611 Kg		
Effluent	11 Kg		75.7 Kg/Day
Net	600 Kg	97.0 % Removed	85%
CBOD in Effluent	2.0 Mg/l		8 Mg/l

<u>Phosphorus</u>	<u>Dry Weight</u>		<u>NJDEP Limit</u>
Influent	23 Kg		
Effluent	1.0 Kg		
Phosphorus in Effluent	0.15 Mg/l		0.76 Mg/l

Remarks

Hypochlorite Used: 621 Gals. Sulfur Dioxide Used: 755 Lbs. Alum Used: 5630 Gals.
Caustic Used: 0 Gals. Total Precipitation 2.95 Inches. Effluent reuse 7.311mg

Comments

On Friday 3/20/2020 BTSA implemented a reduced employee schedule in response to the COVID-19 outbreak.

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 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 wet wells at S Maple, Annin Rd, Crown Ct, Danelyo from ABB reset service water meter, Foley performed gen. inspections, Power washed belt press and belts, Pumping Services installed new motor saver at Fieldstone pump station, Coppolla repaired telescopic valve on FST #1, sent 02111 camera head to Cues in Delaware (lights will not work).

TV inspection:

None

Jetted:

From CC-00-01 to Crown Ct pump station

Manhole inspections:

None

Customer Service:

Investigated blockage complaint at #11 Forbes Ct (water company issue),

SAFETY

See attached report submitted by Matt Hutchinson Safety Coordinator.

PROJECTS

RAS/WAS: Contractor dropped off HV System Control Panel. Contractor repaired telescopic valve. Sump pump started working again so they left us a spare.

Plant Generator Phase 2: MM and BTSA working with contractor with regards to bid discrepancies.

Plant Office Computer Upgrade: Firewall installed on May 20th.

Security communication upgrade: Verizon rep. informed Paul Lomelo that the work order should be closed out two weeks from May 20th.

East Oak St. force main Rehab. Rebid opening on 4/1/2020 resulted in Arnold Construction Inc as lowest bidder.

Smoke Testing: Awaiting final report.

Raw Sewerage wet well piping: Nancy submitted scope of improvements for our review on 2/6/2020.

Dewey Meadow Village Redevelopment: BTSA working with contractor. Johnny met with Bob Gill from Menlo Eng. And Joe Matyi from master locators at Crown Ct on 3/9/2020 and Jose from Keenen Survey on 3/11/2020.

May 2020 Monthly Safety Report

Continued following implemented COVID-19 precautions: rotating skeleton crews, limited contact, use of facemasks, hygiene practices, social distancing, sign-in sheet for visitors and deliveries.

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.

Continued work on Annual safety program updates.

No Accidents.

Lost time no accidents 244 days (Plus May 31 days).

11. Resolution #2044 – Approval of Bill List Dated: June 9, 2020 - \$844,769.36

Motion by Esposito, second Fields to approve Resolution #2044 Bill List Dated June 9, 2020 - **\$844,769.36**

ROLL CALL

Aye: Esposito, Fields, Harris, Orr, Pavlini

Nay:

Motion Carried

13. Member/Staff Comments

Nancy Wohlleb had a baby girl. Members extend congratulations to her.

All members thanked staff for all the work being done during this difficult time and thanked everyone for participating.

14. ADJOURNMENT

Motion by Esposito, second Fields, to adjourn at 7:30 pm.

All in favor; motion carried.

Respectfully submitted,

Susan Long