

**BERNARDS TOWNSHIP SEWERAGE AUTHORITY
MEETING MINUTES
AUGUST 9, 2022**

1. 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.

2. ROLL CALL

Present: Asay, Crane, Fields, Orr, McNally

Absent:

Also Present: Director Timko, Attorney Belardo (by phone), Superintendent Raymond, Nisivoccia Man Lee, Flett Exchange Michael Flett (by phone)

3. APPROVAL OF MINUTES

Motion by Fields, second Crane to approve the Regular Meeting Minutes of June 14, 2022.

Abstain: Asay, McNally

All in favor; motion carried.

4. CORRESPONDENCE

None

5. PUBLIC COMMENT

Cara Piasecki, 41 Harrison Brook Drive-Inquired about when the last time the sewer lines were cleaned on Harrison Brook Drive. She was directed to email Tom Timko for the information.

6. ACTION/DISCUSSION ITEMS

a. Discussion – Audit FYE 11/30/21

Man Lee from Nisivoccia gave a recap of the audit. The total revenue for 2021 is \$5.88 million mostly from sewer charges, an increase of about \$97,000 from 2020. Expenses were \$4,517,136.00, \$200,000.00 more than last year due to normal increases. Overall, there is a \$1.6 million increase in net position. The net position is \$41,595,756.00 of which 26.43 million is invested in capital assets. There was discussion on how the numbers are calculated regarding current and future capital projects not encumbered yet. The audit is done based on figures spent or encumbered by November 30, 2021. Timko directed to get capital expenses from the Finance Department to be emailed to members. We are in a good financial position and there are no recommendations. As in previous years the Finance Department is doing a wonderful job. Man Lee directed to check capital figures on page 36 of the audit and revise. Crane questioned pension liability and Man Lee explained how that number is calculated.

b. Resolution #2246 Audit FYE 11/30/21

Motion by Crane, second McNally to approve Resolution #2246.

ROLL CALL

Aye: Asay, Crane, Fields, Orr, McNally

Nay:

Motion Carried

c. Resolution #2247 Audit FYE 11/30/21 group certification

Motion by McNally, second Asay to approve Resolution #2247.

ROLL CALL

Aye: Asay, Crane, Fields, Orr, McNally

Nay:

Motion Carried

McNally recused himself for Resolution #2248

d. Resolution #2248 award SREC Contract

Motion by Asay, second Crane to approve Resolution #2248.

ROLL CALL

Aye: Asay, Crane, Fields, Orr

Nay:

Motion Carried

e. Resolution #2249 P2P Betts Environmental. Garden State Laboratories

Motion by Fields, second McNally to approve Resolution #2249.

ROLL CALL

Aye: Asay, Crane, Fields, Orr, McNally

Nay:

Motion Carried

f. Resolution #2250 Insituform CO #1 \$25,052.60

Motion by Crane, second McNally to approve Resolution #2250.

ROLL CALL

Aye: Asay, Crane, Fields, Orr, McNally

Nay:

Motion Carried

g. Discussion Draft 2023 Budget

Timko gave an overview of the budget and upcoming capital projects. Dewey Meadow will be paying their connection fee of over one million dollars in 2023 increasing our revenue. Our insurance expense has gone up close to 30% because of ransomware. Electrical power costs came in over 30% higher at the auction. Chemical budget was increased based on past usage. The proposed capital projects are the replacement of the industrial computers (PLCs) and beginning replacements of the solar field inverters. The rehabilitation of the clarifier is the last big project of old equipment to be replaced at the plant, it is over 30 years old. The Annin Road pump station is the last pump station to be rehabilitated and we're looking into getting a possible grant. Looking into getting a grant for more I & I work also.

h. Discussion Plant Hydraulic Improvements

Timko stated we were going to put piping between buildings to handle more flow. DEP has now said no, we can't make those improvements. 5 years ago, DEP was proactive in helping us, now they are leaning towards us expanding the plant. Options discussed were building a 3rd clarifying tank for \$5,000,000 funded over many years, starting a sump pump inspection program, or working with what already exists and being very aggressive with the current inflow and infiltration (I & I) program. The current drought is affecting the flows too much to be able to do any kind of flow study. Crane wants to discuss a risk assessment. Discussion on possible grants. Members decided to continue the discussion at the next meeting.

7. OPERATORS REPORT

JUNE 2022 REPORT

FLOWS

Total Flow	42,063,000	Gallons
Average Flow	1,402,000	Gallons
Maximum Flow	3,839,000	Gallons
Minimum Flow	904,000	Gallons

OPERATION

<u>Suspended Solids</u>	<u>Dry Weight</u>		<u>NJDEP Limit</u>
Influent	1273	Kg	
Effluent	21	Kg	280 Kg/Day
Net	1252	Kg	85%
Suspended Solids in Effluent	4.0	Mg/l	30 Mg/l.

<u>CBOD</u>	<u>Dry Weight</u>		<u>NJDEP Limit</u>
Influent	484	Kg	
Effluent	12	Kg	75.7 Kg/Day
Net	472	Kg	85%
CBOD in Effluent	3.0	Mg/l	8 Mg/l

<u>Phosphorus</u>	<u>Dry Weight</u>		<u>NJDEP Limit</u>
Influent	11.0	Kg	
Effluent	1.00	Kg	
Phosphorus in Effluent	0.15	Mg/l	0.76 Mg/l

Remarks

Hypochlorite Used: 731 Gals. Sulfur Dioxide Used: 845 Lbs. Alum Used: 5850 Gals.
Caustic Used: 0 Gals. Total Precipitation 3.12 Inches. Effluent reuse 6.958 mg

Comments

Routine work and samples completed. Ran gens at pump stations and plant, BRI run, checked drives, tanks, gens, and vehicles. Flushed Fieldstone force main, checked all syphons, checked Barons, and checked Jamestown Rd., changed carbon E. Oak, Juniper Way, Fieldstone and MVR, exercised valves at pump stations, exercised sluice gates and valves at plant, cleaned probes at stations, new diesel pump installed, cleaned E. Oak wet well, vehicle oil changes, landscape stations, Komline repaired belt tracking problem with belt press, Cummins updated software on Stonehouse generator, cleaned Crown Ct wet well, Foley serviced generators, cleaned CL2 contact tanks, back flow inspections.

TV inspection:

Newell Dr storm sewer

Jetted:

Riverwalk Syphon, Newell Dr storm sewer

Manhole inspections:

Yorkshire Rd, Normandy Ct, repaired and plastered MH HB-00-24

Customer Service:

Vac out grounds pump pit, repair ruts at #55 Pond Hill Rd, cleared blockage in main at #22 Lyons Pl, SE Rose replaced 30 feet of line from main towards house including saddle at #40 Canter Dr., inspected new connection and capping of old connection at #37 Stonehouse Rd.

PROJECTS

Security Communication Upgrade: Verizon submitted estimates for nine pump stations. They are working on pricing and running fiber to remaining 3 stations.

East Oak St. Force Main Rehab Phase 3: On hold.

Fieldstone Force Main: Mike M. is updating plans for DOT permit.

Smoke Testing/CCTV/Cleaning/I&I Repairs: Suburban Consulting along with contractor are working with PSE&G to rectify two gas main intrusions. Mike M. also requested scheduling update for the remaining manhole rehabs along with the Rebel Hill meter pit.

Harrison Brook & Annin Rd CCTV: Email from Raj on 6/28/22 said he would have a Wexford easement clearing plan ready in a day or so and would send it over for approval.

O2D High Flow Bypass: Meeting with Mike M. on 6/17/22. Will work up another approach focusing on the bottle neck at the FSTs.

Tie Breaker MCC4 – MCC5: Buchart Horn proposal for design approved.

Wet well Header: Update requested.

Solar Software: Vanguard is trying to resolve issues with AlsoEnergy and inverter #1.

Peracetic Acid Pilot study: Update requested.

New Camera Rig: Brett said he would be picking up the truck on 6/30/22. He has training scheduled for 7/12 & 7/13/2022.

JUNE 2022 MONTHLY SAFETY REPORT

Monthly safety inspections were completed.

Conducted weekly and monthly stormwater inspections.

Completed weekly emergency shower/ eye wash inspections.

Completed monthly checks on fire extinguishers, lights, emergency lighting, and exit signs.

Conducted noise exposure inspections for hearing conservation program

Completed and submitted 2021 RTK survey for treatment plant.

Brian still out from 2/21 for recovery from medical emergency.

Replaced light bulbs where needed.

Exercised plant gens, gates, and valves.

No lost time accidents 141 days. (Plus, June 30 days)

JULY 2022 REPORT**FLOWS**

Total Flow	27,979,000	Gallons
Average Flow	903,000	Gallons
Maximum Flow	1,003,000	Gallons
Minimum Flow	740,000	Gallons

OPERATION

Suspended Solids

Dry Weight

NJDEP Limit

Influent	1332 Kg		
Effluent	10 Kg		280 Kg/Day
Net	1322 Kg	98.0 % Removed	85%
Suspended Solids in Effluent	3.0 Mg/l		30 Mg/l.

<u>CBOD</u>	<u>Dry Weight</u>		<u>NJDEP Limit</u>
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Influent	434 Kg		
Effluent	12 Kg		75.7 Kg/Day
Net	422 Kg	95.0 % Removed	85%
CBOD in Effluent	3.0 Mg/l		8 Mg/l

<u>Phosphorus</u>	<u>Dry Weight</u>		<u>NJDEP Limit</u>
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Influent	13.0 Kg		
Effluent	0.44 Kg		
Phosphorus in Effluent	0.13 Mg/l		0.76 Mg/l

Remarks

Hypochlorite Used: 625 Gals. Sulfur Dioxide Used: 885 Lbs. Alum Used: 6050 Gals.
Caustic Used: 517 Gals. Total Precipitation 1.37 Inches. Effluent reuse 6.958 mg

Comments

Routine work and samples completed. Ran gens at pump stations and plant, BRI run, checked drives, tanks, gens, and vehicles. Flushed Fieldstone force main, checked all syphons, checked Barons, and checked Jamestown Rd., changed carbon E. Oak, Juniper Way, Fieldstone and MVR, exercised valves at pump stations, exercised sluice gates and valves at plant, cleaned probes at stations, took delivery of new CCTV truck, Training provided for new CCTV rig, Vac out grinder pit for DPW, BTSA cleared a blockage in the Fieldstone pump station force main using two of our 6" pumps (**repair performed in house saving the Authority \$6,500**), installed rebuilt motor on E. Oak muncher (**repair performed in house saving the Authority \$1,500**), Grease trap inspections.

TV inspection:

TV storm sewer @ #34 Hass Rd.

Jetted:

Riverwalk Syphon, Newell Dr storm sewer.

Manhole inspections:

Uncovered manhole HBW 22-06 on Beechwood.

Customer Service:

Investigate blockage complaint at #84 Galloping Hill (homeowners' issue),

PROJECTS

Security Communication Upgrade: Verizon submitted estimates for nine pump stations. They are working on pricing and running fiber to remaining 3 stations.

East Oak St. Force Main Rehab Phase 3: On hold.

Fieldstone Force Main: Mike M. sent updated plans to DOT on 7/21/22.

Smoke Testing/CCTV/Cleaning/I&I Repairs: Suburban Consulting is still working with PSE&G to rectify two gas main intrusions.

Harrison Brook & Annin Rd CCTV: Raj submitted plans for the Wexford easement. Adjustments need to be worked out.

O2D High Flow Bypass: Meeting with Mike M. on 6/17/22. Will work up another approach focusing on the bottle neck at the FSTs.

Tie Breaker MCC4 – MCC5: Mike P. scheduled site survey with a certified electrician for 8/2/22.

Wet well Header: Mike P. said preliminary plans should be ready by the week of Aug. 1st.

Solar Software: Vanguard emailed an update on 7/12/22. They are still trying to work out the issue with inverter #1 with Also Energy.

Peracetic Acid Pilot study: Mike P. said preliminary plans should be ready by the week of Aug. 1st.

JULY 2022 MONTHLY SAFETY REPORT

- Monthly safety inspections were completed.
- Conducted weekly and monthly stormwater inspections.
- Completed weekly emergency shower/ eye wash inspections.
- Completed monthly checks on fire extinguishers, lights, emergency lighting, and exit signs. Replaced batteries where needed.
- Brian still out from 2/21 for recovery from medical emergency.
- Kyle attended CDL training 7/20
- Replaced light bulbs that where needed at Madisonville and RSP basement.
- Exercised plant gens, gates, and valves.

No lost time accidents 172 days. (Plus, July 31 days)

8. RESOLUTION #2251 – Approval of Bill List Dated: August 9, 2022 - \$1,161,255.54

Motion by Fields, second Asay to approve Resolution #2251 Bill List Dated August 9, 2022 - \$1,161,255.54

ROLL CALL

Aye: Asay, Crane, Fields, Orr, McNally

Nay:

Motion Carried

9. MEMBER/STAFF COMMENTS

Timko stated Dish Wireless wants to go on the cell tower at the plant. That will be the last spot on the cell tower and will bring in more revenue.

Crane commented on the current state of I and I.

10. ADJOURNMENT

Motion by McNally, second Fields, to adjourn at 7:53 pm.

All in flavor; motion carried.

Respectfully submitted,

Susan Long