

**BERNARDS TOWNSHIP SEWERAGE AUTHORITY
MEETING MINUTES
JULY 14, 2020**

CALL TO ORDER

The chairperson called the meeting to order at 6:37 PM. Those assembled saluted the flag and the chairperson read the open public meeting statement in accordance with the law.

ROLL CALL

Present: Fields, Harris (called in), Orr
Absent: Esposito, Pavlini
Also Present: Director Timko, Attorney John Belardo, Sean McCarthy CFO,

APPROVAL OF MINUTES

Motion by Harris, second Fields to approve the Regular Meeting Minutes of June 9, 2020.

All in favor; motion carried.

CORRESPONDENCE

None

PUBLIC COMMENT

None

ACTION/DISCUSSION ITEMS

a. Discussion-FYE 2019 Audit Sean McCarthy CFO

Sean gave a brief synopsis of the audit. The total net position increased \$1,495,304 from 2018 and there are no recommendations from the auditors which is always our goal.

b. Resolution #2045 FYE 2019 Audit Group Certification

c. Resolution #2046 FYE 2019 Audit NJSA Compliance

Motion by Fields, second Harris to approve Resolution #2045 and #2046.

ROLL CALL

Aye: Fields, Harris, Orr

Nay:

Motion Carried

d. Resolution #2047 Bernards Plaza Amended AA Dewey Meadow, Monarch Circle PS

Motion by Harris, second Fields to approve Resolution #2047.

ROLL CALL

Aye: Fields, Harris, Orr

Nay:

Motion Carried

e. Resolution #2048 Bernards Plaza Amended TWA Dewey Meadow, Monarch Circle PS

Motion by Fields, second Harris to approve Resolution #2048.

ROLL CALL

Aye: Fields, Harris, Orr

Nay:

Motion Carried

f. Resolution #2049 LCB Senior Living II, 219 Mt Airy Rd-Allocation Agreement

Motion by Fields, second Harris to approve Resolution #2049.

ROLL CALL

Aye: Fields, Harris, Orr

Nay:

Motion Carried

g. Resolution #2050 Bid threshold increase

Motion by Harris, second Fields to approve Resolution #2050.

ROLL CALL

Aye: Fields, Harris, Orr

Nay:

Motion Carried

h. Resolution #2051 Verizon Wireless cell tower lease

John Belardo recused himself as they are a client of his firm.

Motion by Fields, second Harris to approve Resolution #2051.

ROLL CALL

Aye: Fields, Harris, Orr

Nay:

Motion Carried

OPERATORS REPORT

June 2020 Report

			FLOWS
Total Flow	36,680,000		Gallons
Average Flow	1,223,000		Gallons
Maximum Flow	1,454,000		Gallons
Minimum Flow	1,085,000		Gallons

OPERATION

<u>Suspended Solids</u>	<u>Dry Weight</u>			<u>NJDEP Limit</u>
Influent	1948	Kg		
Effluent	25	Kg		280 Kg/Day
Net	1923	Kg	95.0 % Removed	85%
Suspended Solids in Effluent	5.0	Mg/l		30 Mg/l

<u>CBOD</u>	<u>Dry Weight</u>			<u>NJDEP Limit</u>
Influent	673	Kg		
Effluent	10	Kg		75.7 Kg/Day
Net	663	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	15 Kg	
Effluent	0.95 Kg	
Phosphorus in Effluent	0.21 Mg/l	0.76 Mg/l

Remarks

Hypochlorite Used: 537 Gals. Sulfur Dioxide Used: 726 Lbs. Alum Used: 5750 Gals.
Caustic Used: 0 Gals. Total Precipitation 2.03 Inches. Effluent reuse 8.762mg

Comments

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

On Monday 6/29/2020 BTSA returned to normal pre-covid-19 staffing and scheduling.

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, landscape stations, changed VFD filters at E. Oak, Vehicle oil changes, quarterly backflow tests, Goldcon repaired broken water pipe at generator access rd. for heating system, Grease trap inspections, replaced coil on grit unit solenoid (**repair performed in house saving the Authority approx. \$800**).

TV inspection:

None

Jetted:

Vac our sewer pit at community service building,

Manhole inspections:

None

Customer Service:

Replaced shut off valve for #64 Mine Brook Rd pressure sewer, Trouble shoot community service pumping system,

Projects

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On Monday 6/29/2020 BTSA returned to normal pre-covid-19 staffing and scheduling.

RAS/WAS: Contractor Ordering remaining parts for HVAC. Also ordering parts for WAS valve #2.

Plant Generator Phase 2: Contract awarded to Reuter & Hanney Inc. at the 6/9/2020 authority meeting.

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

Security communication upgrade: Next conference call was supposed to be scheduled for 7/1/2020. I have not received any information yet. I put in a call to Albert and he said they were waiting for paperwork from MM.

East Oak St. force main Rehab. Contract awarded to Arold Construction Inc at the 6/9/2020 authority meeting.

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.

June 2020 Monthly Safety Report

Continued following implemented COVID-19 precautions: rotating skeleton crews, limited contact, use of facemasks, increased hygiene practices, social distancing, sign-in sheet for visitors and deliveries. Returned to full staff as of 6/29, maintaining COVID-19 safeguards.

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 and valves

Continued work on annual safety program updates.

Continued work on annual RTK survey

No Accidents

Lost time no accidents 274 days (Plus June 30 days).

RESOLUTION #2052 – Approval of Bill List Dated: July 14, 2020 - \$746,442.74

Motion by Fields, second Harris to approve Resolution #2052 Bill List Dated July 14, 2020 - \$746,442.74

ROLL CALL

Aye: Fields, Harris, Orr

Nay:

Motion Carried

MEMBER/STAFF COMMENTS

Timko stated he spoke to Michael Flett who expects to come back with a bidder in August.

Flett is projecting the SREC's to land at \$230 in 2021 and \$220 in 2022 which is higher than the contract that just ended. We should lock in a number in the next month or two.

Members thanked staff for setting up our first in person meeting and for keeping thing running during COVID 19 crisis.

ADJOURNMENT

Motion by Harris, second Fields, to adjourn at 7:03 pm.

All in flavor; motion carried.

Respectfully submitted,

Susan Long