

MINUTES
TOWNSHIP OF MIDDLETOWN SEWERAGE AUTHORITY
ADMINISTRATION OFFICE
100 BEVERLY WAY, BELFORD, NJ 07718
CAUCUS AND REGULAR MEETINGS

DATE OF MEETING: June 19, 2017

MEETING CALLED TO ORDER:

The Caucus and Regular Meetings of the Township of Middletown Sewerage Authority were called to order at 8:00 PM, by Chairperson Bouw with the announcement that the notice requirement provided for in the Open Public Meetings Act has been satisfied. Notice of this meeting was properly given and the meeting date was published in the Two River Times on March 2, 2017, The Independent on March 2, 2017 & the Star Ledger on March 1, 2017. This notice has been posted at the TOMSA Administration Building, the Middletown Township Municipal Building, and filed with the Township Clerk.

PLEDGE OF ALLEGIANCE:

ROLL CALL:

On roll call, the following members were present: Mrs. Smith; Mr. Wrede, Mr. Rogers; Mr. Stokes & Mrs. Bouw. Also in attendance were: Raymond Nierstedt, Executive Director; Brian Rischman, Staff Engineer; Richard C. Leahey, Jr., Esq., Counselor; William Meyler, CPA; George Nole, Maintenance Manager; & John Van Dorpe, Engineer. Mr. Zapcic & Mr. Hrycyk were absent.

PUBLIC HEARING:

Amendments of Schedule of Sewer Charges 40;14 A-8 Rates and Sewer Charges was reviewed.

INTRODUCTION:

Affidavits of Publication- The Independent 6/7/17 and The Two River Times 6/8/17.

TESTIMONY:

Calculation of Fees was reviewed.

AMENDMENTS OF SERVICE CHARGES:

Res. 52/17 Approving Amendment to Sewer Charges Connection Fee. It was moved to be adopted by Mr. Stokes & seconded by Mr. Rogers. On roll call, Mr. Rogers, Mrs. Smith, Mr. Stokes, Mr. Wrede & Mrs. Bouw voted yes. Carried to adopt Res. 52/17.

Mr. Aveta arrived at 8:07 P.M.

MINUTES OF REGULAR MEETING:

The minutes of May 15, 2017 were moved to be adopted by Mr. Stokes & seconded by Mr. Aveta. On roll call, Mr. Stokes, Mr. Rogers, Mrs. Smith, Mr. Wrede & Mrs. Bouw voted yes.

CONSENT AGENDA:

Mr. Nierstedt announced consideration of a Consent Agenda and asked if anyone had a desire to discuss an individual item that it would be removed from the Consent Agenda. It was moved to be adopted by Mr. Stokes & seconded by Mrs. Smith. On roll call, Mr. Rogers, Mr. Wrede, Mrs. Smith, Mr. Stokes & Mrs. Bouw voted yes. Carried to adopt Res. 53/17 through 56/17.

TREASURER'S REPORT:

OPERATING BILLS:

Res. 53/17 Approving Payment of Operating Bills in the amount of \$606,605.83.

CONSTRUCTION FUND:

Res. 54/17 Approving Payment of Construction Fund bills in the amount of \$489,294.87.

REVENUE FUND REQ:

Res. 55/17 Approving Revenue Fund req. 6/2017 in the amount of \$830,605.83.

GENERAL FUND:

Res. 56/17 Approving Transfer from the General Fund to the Construction Fund in the amount of \$489,294.87.

ENGINEER'S STATUS REPORT:

The following is a report on the status of projects for which Maser Consulting is responsible:

1. Main Street Repair/Replacement Evaluation Report (MSA-139) – Due to higher priority, and in some cases, emergency nature of other projects, the Main Street Sewer Replacement Project has been temporarily put on hold.
2. NJEIT Funded Projects (MSA-163) – Work is proceeding or has been completed on the various projects.

The status of the individual projects is as follows:

- A. Sanitary Sewer Aerial Crossings (MSA-132)
The project was closed out in October 2016.
- B. Administration Building ADA Improvements (MSA-153) –The project was closed out in May 2016.
- C. Sludge Thickener Building Roof Replacement (MSA-157) – The project was closed out in June 2016.
- D. Building Sump Pumps (MSA-162) – The project was closed out in January 2017.

- E. New Power Building (MSA-167) – Construction work is proceeding and is anticipated to be completed by September 2017.
- F. WWTP Phase II Improvements (MSA-168) – Construction work is proceeding and is expected to be completed by July 2017.
- G. Flood Barriers (MSA-170) – The project was closed out in January 2017.
- H. Raw Sludge Building Improvements (MSA-171) – The project was closed out in January 2017.
- 3. Basin #6 I & I Study (MSA-183) – The Contractor has completed grouting work and internal repairs as previously authorized. Upon completion of the remediation work, the Report will be finalized and submitted.
- 4. Compton Creek Effluent Barrier Project (MSA-185) – This project was closed out in April 2017.
- 5. Broadway Interceptor Project - Northeast Remsco (NER) (MSA-197)
This project was closed-out in May 2017.

Partial Payment Request No. 11 in the amount of \$446,682.75 to MCCAULEY CONSTRUCTION CO. INC. for the ELECTRICAL POWER SYSTEM UPGRADE PROJECT.

ENGINEER'S SUB-DIVISION REPORT:

FINAL APPROVAL:

Res. 57/17 Approving Final Approval for Sub-division No. 439, MOE'S at Middle-Town Plaza, Brixmor Middletown Plaza Owner, LLC, Two Tower Ridge, 1 Layette Street, Suite 300, Conshohocken, PA 19428. It was moved to be adopted by Mr. Stokes & seconded by Mr. Rogers. On roll call, Mr. Rogers, Mrs. Smith, Mr. Stokes, Mr. Wrede & Mrs. Bouw voted yes. Carried to adopt Res. 57/17.

EXECUTIVE DIRECTOR'S REPORT:

MONTHLY STATUS REPORT:

June 12, 2017 report was reviewed. No lost time accidents during the month of May. All operations were conducted within permit guidelines during May. Financial results for year to date through the end of April were presented.

We have not received any additional correspondence from MCBOA relative to emergency power alternatives.

The June bills that were sent to Atlantic Highlands and Highlands were calculated as if there were no agreement between these entities and TOMSA. This caused the costs for each entity to more than double. I have included these bills, calculated with and without an Agreement in this packet. Atlantic Highlands has raised their opposition to any changes made to the 2012 Agreement.

The closing date for the NJEIT Notes was July 14th and we have received \$4,629,864 in funds to date. We are continuing to receive checks as we continue to send copies of our bills and other backup material to the NJEIT.

Capital projects;

The two remaining projects from the original eight are both proceeding according to schedule. These are the power building project and WWTP Phase II project. The two contract projects, sewer TVing and emergency dig-ups are also proceeding as needed. The five projects that have been identified for consideration are listed here:

- Basin 13 I & I project
- Primary Settling Tanks skimmer mechanisms replacement and possible other repairs
- Digester cleaning with improvements to the mixer system
- Second set of aerial crossings
- Replacement of gasoline and diesel underground storage tanks

We have an initial proposal for the primary settling tank repairs from Maser. A second proposal for the aerial crossings project is being prepared. This was within the anticipated range. We will need to receive estimates for the remaining projects, and determine how many projects can be undertaken within our current financial constraints.

The assistant maintenance supervisor is programming a PLC for the raw sludge pumping operation. He has completed the programming for the project and is ready to begin moving the equipment to the raw building for installation. When he is successful with this, he will move to the belt filter press project.

We are continuing with our safety training programs. The updating of our written programs is ongoing.

The average daily flow during May was 9.18 MGD. The collection crew attended to forty-nine service calls throughout the month. Twelve service calls required clearing of blockages.

The final repair work for the Basin 6 I&I project is being performed at this time. The cured-in-place liners have been installed. The project is nearing completion.

The new bioxide system at the Emory Drive pump station is in use. We are adding bioxide at a rate of about eight gallons per day. A higher dose will be required during the summer. We are continuing to monitor the discharge manhole for the presence of hydrogen sulfide gas.

We are adding potassium permanganate to the Fairview wet well to address odor concerns.

There was one new subdivision application submitted in May (65 Center Avenue). There were two connection fees collected in May.

Key Indicators for the second quarter of 2017 will be reviewed at the August meeting.

Raymond Nierstedt spoke with Brian Geoghehan of Highlands and Adam Hubeny of Atlantic Highlands regarding their Wastewater Agreements with TOMSA.

CONSTRUCTION FUND ANALYSIS:

Analysis of Funds available and three (3) year Projections were reviewed.

BUDGET ANALYSIS:

Operating Budget Analysis Through April 30, 2017 was reviewed.

STAFF ENGINEER'S REPORT:

Report for June 19, 2017 was reviewed.

The following is a list of major tasks performed and projects I worked on since May 5th.

1. Lockheed Martin contacted and met with the Authority about design-build-finance services it can provide centered on energy efficiency and infrastructure. Lockheed Martin is preparing a preliminary report. A meeting to discuss the report's findings was held on June 8th. A memo summarizing the offer is being prepared.
2. Documents for FEMA, EIT and insurance reimbursements are collected on an on-going basis and submitted as appropriate.
3. Updated flood insurance rate quotes have been requested and are currently being reviewed. A meeting was held with Peter Soriero, the Authority's risk advisor, on June 8th to review existing policies, inspect the Power Building for addition to the Authority's policies and discuss insurance strategies and limitations in light of FEMA's requirement to obtain and maintain flood insurance. A report is being prepared outlining the Authority's flood insurance options and potential obligations.
4. Coordination with the various contractors continues on a daily basis to minimize interruption with the Authority's activities.
5. A technology to increase cake solids percentage from the belt filter presses is being evaluated. If the technology works as advertised, it will reduce hauling and tipping costs for cake disposal. Tentatively the technology has to save approximately \$60,000 per year for a one time capital investment of \$300,000. In short, the

company offers a two-month trial where, if negotiable performance standards are met, would obligate TOMSA to purchasing the equipment for a set fee. Investigation into technology, applicability to the Authority's operation and details of a potential performance contract is on-going.

6. Scanned sanitary sewer applications are being integrated into VueWorks by Maser.
7. Monthly sewage flows from the Boroughs of Highlands and Atlantic Highlands were reviewed. The Boroughs utilized 105% and 100.2%, respectively, of the proposed flow limits. Written notification of the exceedance will be sent to the Boroughs.

MAINTENANCE DEPARTMENT:

Project Report/work orders for May 2017 were reviewed.

PUBLIC COMMENTS:

None.

EXECUTIVE SESSION:

Mr. Stokes motioned, seconded by Mr. Aveta at 8:48 P.M., to go into Executive Session to discuss matters of personnel and litigation. All members agreed and results to be made public at the appropriate time.

Mr. Aveta motioned, seconded by Mr. Rogers at 9:36 P.M. to come out of Executive Session. On roll call, Mr. Rogers, Mr. Stokes, Mr. Wrede, Mrs. Smith & Mrs. Bouw voted yes.

ADJOURNMENT:

There being no further business to discuss, Mr. Aveta motioned, seconded by Mr. Rogers at 9:36 P.M., to adjourn the meeting. All members agreed.

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