

MINUTES
TOWNSHIP OF MIDDLETOWN SEWERAGE AUTHORITY
ADMINISTRATION OFFICE
100 BEVERLY WAY, BELFORD, NJ 07718
CAUCUS AND REGULAR MEETINGS
DATE OF MEETING: July 15, 2024

MEETING CALLED TO ORDER:

The Caucus and Regular Meetings of the Township of Middletown Sewerage Authority were called to order at 6:30 P.M., by Chairperson Schweizer with the announcement that the notice requirement provided for in the Open Public Meetings Act had been satisfied. The notice of this meeting was published in the Star Ledger on February 28, 2024, The Two River Times on February 29, 2024 and The Asbury Park Press on March 3, 2024.

PLEDGE OF ALLEGIANCE AND ROLL CALL:

On roll call, the following members were present: Mr. Rogers; Mr. Iannaci; Ms. Eteson; Mr. Schweizer, Mr. Skelly & Mr. Kratz. Also in attendance were: Mr. Paul Thomson, Acting Executive Director; Terence Bane, Assistant Manager; Mitchell B. Jacobs Esq., Counselor, Larry Schachtel, Safety Manager, Mr. Jonathan Mannarino & Jordan Volk of Colliers and Engineering and Design. Mr. Aveta was absent for roll call.

MINUTES OF REGULAR MEETING:

The minutes of June 17, 2024 were moved to be adopted by Mr. Kratz & seconded by Mr. Rogers. On roll call, Mr. Rogers, Ms. Eteson, Mr. Iannaci, Mr. Kratz & Mr. Schweizer voted yes.

CONSENT AGENDA:

Mr. Schweizer 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. Kratz & seconded by Mr. Rogers. On roll call, Mr. Rogers, Ms. Eteson, Mr. Iannaci, Mr. Kratz & Mr. Schweizer voted yes. Carried to adopt Resolutions 84/2024 through 87/2024.

- **TREASURER'S REPORT:**
- **OPERATING BILLS:** Resolution 84/2024 Approving Payment of Operating Bills in the Amount of \$642,749.49.
- **CONSTRUCTION FUND:** Resolution 85/2024 Approving Payment of Construction Fund bills in the amount of \$57,881.07.
- **REVENUE FUND REQ.:** Resolution 86/2024 Approving Revenue Fund req. 7/2024 in the amount of \$992,749.49.
- **GENERAL FUND:** Resolution 87/2024 Approving Transfer from the General Fund to the Construction Fund in the amount of \$57,881.07.

AWARD CONTRACT FOR SANITARY SEWER SYSTEM CLEANING:

Res. 88/2024 Award Contract for Sanitary Sewer System Cleaning and Inspection to Oswald Enterprises, Inc. P.O. Box 126, 161 East Road Belford, NJ 07748.

It was moved to be adopted by Mr. Kratz and seconded by Mr. Iannaci. On roll call, Mr. Rogers, Ms. Eteson, Mr. Iannaci, Mr. Kratz & Mr. Schweizer voted yes. Carried to adopt Res. 88/2024.

ENGINEER'S STATUS REPORT:

Jordan Volk of Collier's presented his report to the Board.
Engineer Proposal- started with generators, pumps, piping
Fairview – rehab of pump station
Construction phase – requires constant maintenance
Engineering Services - \$809,825- half is for inspections that the I Bank requires
the scope has increased – new proposal – Pump Station – brand new inside

STAFF REPORTS

SAFETY MANAGER – Larry Schachtel

Year to date – 0 injuries
Daily safety toolbox meetings
Scissor Life Certification – 7/12 – 16 employees
PEOSH – all items abated
Scheduling PEOSH hosted training
Forklift Train the Trainer – 2 employees attending

Plant Manager – Bart Brophy

Plant performed in compliance with permit regulations for June.
Avg. daily flow was 8.319 MGD, with a peak flow of 13.50 MGD.
BOD for the month was 8.13 mg/l with 95.5% removal.
TSS for the month was 8.60 mg/l with 96.5% removal.
Equipment status – Bar Screens unit 1 & 2 are in service.
Grit chamber – is in service and removing grit daily.
Primary Tanks - 3 primary tanks are presently online and are functioning properly.

Aeration Tanks - #2 & 3 remain online. Aeration Tank #1 remains offline as maintenance continues to make necessary repairs.
All 4 secondary Clarifiers remain online.
All plant personnel continue to wear appropriate safety gear.

MAINTENANCE DEPT: George Nole & Terence Bane

Completed

1. Fire extinguisher inspections completed by Rob Ambrozia.
2. Repiped 2" chlorine line for tanker filling line.
3. Eye wash and emergency shower were inspected by Sean & Brendan.
4. Installed new 2" ball valves and repiped 2" Polymer lines in dewatering.

5. Replaced GBT# 1 belt in control building.
6. Replaced Carbon filters on main pump blower.
7. Did oil changes at pump stations on generators and pumps also greased pump stations.
8. Replaced emergency valve and shower head outside Lab.
9. Had fence repaired @ Meadow View and gate widened at Bamm Hollow.
10. Security fence and gate is complete at the plant

Ongoing

1. Aeration Tank #1 we are waiting on motorized valve before we move on to #2
2. In Raw, we are rebuilding a 3rd Grit pump to have as a backup
3. Waiting on WiFi install by ocean computer
4. Main pumps, we are waiting on a price from Municipal Maintenance for sleeves
5. Waiting on new exhaust fan for main pump
6. Exterior doors project has started there are closers on back order and FRP is BO
7. Starting new heating coils in Dewater building

Projects Pending

1. Need to replace belt on belt press #2 upper belt tearing on the edge and will only get worse.
2. Ordered new shaft, it is but still waiting on rings and seals for Hellan strainer
3. RAS building #2 pump #5 needs to rebuilt.

COLLECTIONS-

In the month of June

There were 0 reported Sanitary Sewer Overflows.

The team fielded a total of 30 calls.

5 Total forcemain markouts were completed.

Continued preventative maintenance on the pump station wet wells.

Assisted maintenance and operations with multiple jobs around the plant.

Main line cleaning slowly continues in Basin #2.

Grease trap inspections are going to start again, this time with a letter stating the new policy and procedures, so we can deal with offenders accordingly.

INTERIM EXECUTIVE DIRECTOR/STAFF ENGINEER- Paul Thomson

Projects Bidding:

1. The 2024/2025 Sewer main cleaning and CCTV inspections bid documents were received. There were 2 bids received. The two bidders were
 - A. Oswald Enterprises Ins. combined two years bid \$339,683.20.
 - B. Vortex Services, LLC. Combined two years bid \$607,824.00Tonight's meeting recommendation for Oswald Enterprises.
Completed and current ongoing projects – PLANT

1. Bar screen #1, the Andritz technician arrived onsite to work on the punch list items. TOMSA will be tracking cost with supporting these operations with our manpower and special services. There will be an additional day to install the seals in the channel

area. This will be additional cost tracking and a back charge will be generated. The cause of these back charges resulted in the screen arriving at TOMSA and being installed with our sub without all the ordered parts in stock or shipped when agreed.

2. Grit tank bypass underground piping 24-inch line subsurface investigations are on hold currently due to other priority work in place.
3. 10 week look ahead schedule for the plant maintenance work. This work is ongoing but sometime comes to a halt due to emergency work and items that have moved up in priority. The progression continues as time allows. Our goal is to still move through aeration, final tanks and chlorination tanks.
4. Repair procedures for the drive support and catwalk on top of the gravity thickener have been completed. Quote packages are expected to be submitted to TOMSA soon.
5. GPR (Ground Penetrating Radar) will be brought back at the start of the slab project. There are still some uncertainties with the underground locations of sludge lines, the clearer confirmation will be needed.
6. Digester work is currently underway. Work in progress. BR Welding is looking to begin heat exchanger circulations testing sometime around the 22nd of July. We have been pushing them hard for accurate updated work schedules but has been a struggle receiving them.
7. After having a meeting and financial discussion with our team I would like to discuss in executive session some thoughts and findings on some of the information that I have just acquired access to. This is added on the agenda.

Billings for the month of June Atlantic Highlands/Highlands

1. Borough of Atl. Highlands \$57,272.39
 2. Borough of Highlands \$61,758.77
- Total for month of May \$119,031.16.

Mr. Aveta arrived at 6:47 P.M.

BUDGET ANALYSIS:

Operating Budget Analysis through May 31, 2024

CASH MANAGEMENT REPORT:

Cash Management Report through June 30, 2024
was reviewed by the Board.

GENERAL DISCUSSION:

Old business – none
New – none

PUBLIC COMMENTS:

There were no public comments.

CLOSE PUBLIC Meeting:

Mr. Aveta motioned, seconded by Mr. Rogers at 6:52 P.M. to close Public Session. On roll call, Mr. Aveta, Mr. Rogers, Ms. Eteson, Mr. Iannaci & Mr. Schweizer voted yes.

EXECUTIVE SESSION:

There was no Executive Session.

ADJOURNMENT:

There being no further business to discuss, Mr. Aveta motioned, seconded by Mr. Rogers at 6:52 P.M., to adjourn the meeting. All members agreed.