



BAYSHORE REGIONAL SEWERAGE AUTHORITY

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Robert C. Fischer
EXECUTIVE DIRECTOR

Minutes of the Bayshore Regional Sewerage Authority Agenda Meeting Monday, December 12th, 2011

At 7:00 P.M. on Monday, December 12th, 2011 Chairman Pisano opened the Agenda Meeting of the Bayshore Regional Sewerage Authority, called the meeting to order; and made the following announcement: "I hereby announce pursuant to Section 5 of the Open Public Meetings Act, that adequate notice of this Meeting has been sent to the Asbury Park Press and the Newark Star Ledger. Notice has also been sent to the Clerks of the Aberdeen, Hazlet, Holmdel, Keyport, Matawan, Keansburg, Union Beach and Marlboro, and the W.M.U.A. This notice is also posted in the lobby of the Bayshore Regional Sewerage Authority Administration Building". The Chairman requested a **PLEDGE OF ALLEGIANCE** to the Flag and a Moment of Silence for the Troops serving our Country around the World. The Chairman then asked for an attendance roll call recorded as follows:

Present: Commissioners Cohen, Colligas, Parsells, Wells and Chairman Pisano

Absent: Commissioner DiNardo

Also in Attendance: Robert C. Fischer, Executive Director
J. Michael Broyles, Plant Superintendent
Pete Canal, BRSA Engineer
Manuel Ponte, P.E., Consulting Engineer
James Wancho, PS&S, Consulting Engineers, WTE Project
Louis E. Granata, Esq., General Counsel

Mr. Fischer reported on the status of the Wind to Energy Project. He then spoke at length about repairs to the Niro Incinerator as well as the need to upgrade the Dorr Oliver Incinerator in the near future. Mr. Canal provided a review of his Engineer's report and spoke further about the condition of each incinerator.

Commissioner Wells OFFERED a MOTION: To have the Incinerator Consultants prepare and advertise specifications for the necessary Niro Incinerator repairs and to conduct a feasibility study and begin the Permit application process with the NJDEP for substantial upgrades to both the Niro and Dorr Oliver Incinerators to maintain compliance in accordance with NJDEP and EPA recent regulations concerning sewage sludge incinerator standards. This MOTION was SECONDED BY: Commissioner Parsells and carried by roll call vote recorded as follows: Ayes: Commissioners Cohen, Colligas, Parsells, Wells and Chairman Pisano.

Committed to a Clean Environment for Today, Tomorrow and Generations to Come

BRSA staff, November 2006

Mr. Fischer gave an overview of the Change Order request discussed earlier with the Engineering Committee members, Mr. Wancho, Mr. Canal and himself. **Commissioner Wells OFFERED a MOTION** to accept the recommendations of the Engineering Committee to accept Change Order #3 in the amount of \$268,000 for Permit delay, transportation, storage and maintenance related costs. This was **SECONDED BY Commissioner Colligas** and carried by roll call vote, recorded as follows: Ayes: Commissioners Cohen, Colligas, Parsells, Wells and Chairman Pisano.

Mr. Canal requested: **Authorization to prepare specifications for approval and to advertise for bids for the Furnishing and Delivery of Liquid Caustic Soda for a period of one year.** This was **OFFERED BY Commissioner Parsells** and **SECONDED BY Commissioner Wells** and carried by roll call vote recorded as follows: Ayes: Commissioners Cohen, Colligas, Parsells, Wells and Chairman Pisano.

Mr. Canal reported the contract for the furnishing and delivery of #2 Fuel Oil with John Duffy Energy expires in January, 2012. In accordance with Local Public Contract Law and the contract documents, the contract can be renewed for up to two (2) one-year extensions. John Duffy Energy has requested a one year extension with no contract price increase. Mr. Canal recommended the one-year extension be considered. **Commissioner Colligas OFFERED a MOTION to extend the current contract with John Duffy Energy for the furnishing and delivery of #2 Fuel Oil for a one (1) year period in accordance with Local Public Contract Law and the current contract's terms and conditions.** This was **SECONDED BY Commissioner Wells** and carried by roll call vote recorded as follows: Ayes: Commissioners Cohen, Colligas, Parsells, Wells and Chairman Pisano.

Mr. Ponte gave a review of his Consulting Engineer's report. He said the Stack Test of the new Odor Control Unit is scheduled for Wednesday, December 21, 2011 and all outstanding punch list items have been completed by the contractor. Final Close-Out of Contract 56, Water Pollution Control Plant Improvements will be executed after the stack testing is successfully completed.

Mr. Ponte said an annual inspection of BRSA facilities has taken place and Arcadis is currently preparing a draft report for review by BRSA staff. Mr. Ponte then spoke about the bid results for Contract 59, Repair or Replacement of the Reinforced Concrete Beam in Return Sludge Pump Station No. 1. A Resolution recommending award to replace the beam will be prepared for the next Regular Meeting of the Authority and the Board's consideration.

Mr. Broyles reviewed his Superintendent's Report with the Board. He said both belt filter presses were back on line and running well. He is awaiting receipt of the Health and Safety compliance report from Skyline Environmental. There were two mid-afternoon odor complaints; one on November 23rd and one on 24th of November. Both days wind speeds were accelerated and from north - northwest (back to the front of the plant.) Staff investigated on both occasions to ensure all doors and hatches were closed and no exhaust fans were running unnecessarily. They applied ZEP Lemon around the grit area, grit chamber, primary settling tanks and the main pump station. No other complaints occurred during the month of November.

Mr. Broyles discussed the Industrial Pretreatment Program; renewal of International Flavors and Fragrances Pretreatment Permits and Cosmetic Essence, Incorporated's continued non-compliance with discharge monitoring reporting. Mr. Granata will be informed if CEI reaches significant non-

compliance status. Thereafter, the matter must be noticed publicly in the Authority's newspaper of record in accordance with NJDEP Regulations as well as the BRSA Rules and Regulations.

Commissioner Cohen commended Mr. Broyles for once again meeting all Permit requirements. He noted the Authority now has 59 out of the last 60 months of complete compliance with NJDEP and USEPA Permit(s) standards. Mr. Fischer commended Mr. Broyles and his entire staff for the 99% Total Suspended Solids Removal from the plant's effluent (discharged water). He said the NJDEP standard is 85%, and you can't get much better than 99% removal. Commissioner Colligas equated this achievement to the old Ivory Soap advertisements wherein they claimed "99 and 44/100% pure" as the best of quality. He and the other Board members also commended Mr. Broyles on this outstanding achievement.

Mr. Fischer reviewed his Executive Director's report. He spoke about the Basic Generation Services bid put out by the Energy Aggregate Group. He said the BRSA specifications will be bid separately because the BRSA needs a provider who can perform net metering calculations for power that can be returned to the grid from the wind turbine; once it is in operation. If no bidders with net metering capabilities respond, the rate will stay the same as it currently is; at least through May of 2012.

Mr. Fischer said he attended the New Jersey Utility Authorities Joint Insurance Fund (JIF) Annual Budget Hearing and reported the 2012 JIF Budget passed and represents a reduction in premium for the BRSA. The BRSA will also be receiving a dividend of \$29,095 which comes from the prior year's JIF surplus. This dividend will be used as a credit against the first 2012 premium installment to the JIF.

Mr. Fischer said during the month of November, BRSA hosted sixty (60) High School students and six (6) environmental science teachers from the Ranney School in Tinton Falls to a tour and presentation on the wastewater process. The teachers and students were very impressed with and complimentary of the facilities and staff of BRSA.

Mr. Fischer reviewed the revised draft of a new service agreement with the Board. The revised draft responds to comments received on the earlier draft. In particular, the revised draft will eliminate the complex metering system for Hazlet and Union Beach and eliminates the adjustment for final flow at year end. The Board agreed it would be a good idea to invite all of the member and customer towns to the Authority to have a group discussion of the matter. Mr. Fischer said he would extend an invitation for everyone to meet after the first of the New Year.

Chairman Pisano addressed the next agenda item and called for a **MOTION - to approve payment of Operating Fund Req. No. 473 (Regular) for \$ 64,558.70**. This was OFFERED BY Commissioner Wells and SECONDED BY Commissioner Parsells and carried by roll call vote recorded as follows:
Ayes: Commissioners Cohen, Colligas, Parsells, Wells and Chairman Pisano

Chairman Pisano then opened the meeting to the public for comment. There were no public present at this evening's meeting. Chairman Pisano then closed the public portion of the meeting.

At 9:29 P.M. the Chairman called for a **MOTION to enter Closed Session** in accordance with Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975; permitting the exclusion of the public from a meeting in certain circumstances. This action was taken to discuss matters of pending litigation and personnel. It is anticipated at this time that the above stated subject matter shall be made public at such time as the need for non-disclosure no longer exists.

This **MOTION** was **OFFERED BY Commissioner Parsells** and **SECONDED BY Commissioner Wells** and carried unanimously by voice vote recorded as follows:

Ayes - Commissioners Cohen, Colligas, Parsells, Wells and Chairman Pisano

(Closed Session Minutes are recorded separately.)

At 10:38 P.M., a **MOTION** to end Closed Session was **OFFERED BY Commissioner Wells** and **SECONDED BY Commissioner Parsells** and carried unanimously by voice vote recorded as follows: Ayes - Commissioners Cohen, Colligas, Parsells, Wells and Chairman Pisano.

With no further discussion before the Board, Chairman Pisano made the following announcement: **A Public Hearing on the 2012 Authority Budget will be held on Monday, December 19th, 2011** at 7:00 P.M., prevailing time. The Regular Meeting of the Authority will commence immediately thereafter. All meetings take place in the Administration Building of the BRSA located at 100 Oak Street, Union Beach, NJ, 07735.

At 10:39 P.M., Chairman Pisano called for a **MOTION** to adjourn: This was **OFFERED BY Commissioner Wells** and **SECONDED BY Commissioner Colligas** and carried by unanimous voice vote.

Ayes - Commissioners Cohen, Colligas, Parsells, Wells and Chairman Pisano

Respectfully submitted,



Kimberly A. Newins
Recording Secretary to the Board