



# BAYSHORE REGIONAL SEWERAGE AUTHORITY

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Robert C. Fischer  
EXECUTIVE DIRECTOR

## MINUTES AGENDA MEETING MONDAY, DECEMBER 10, 2012

At 7:05 P.M. on Monday, December 10, 2012 Chairwoman Parsells called the meeting of the Bayshore Regional Sewerage Authority to order and made the following announcement:

I hereby announce that pursuant to Section 5 of the Open Public Meetings Act, that adequate notice of this meeting has been sent to the Newark Star Ledger and Asbury Park Press. Notice has also been sent to the Clerks of Aberdeen, Hazlet, Holmdel, Keansburg, Keyport, Matawan, Union Beach and Marlboro and the Western Monmouth Utilities Authority. This notice is also posted in the lobby of the Bayshore Regional Sewerage Authority Administration Building.

Chairwoman Parsells asked all in attendance to stand for the Pledge of Allegiance and a Moment of Silence for the safety of US Troops all over the world, Chairwoman Parsells requested a roll call of attendance recorded as follows:

Present: Commissioners DiNardo, Tedeschi, Sutton and Chairwoman Parsells  
Absent: Commissioners Cohen and Vella

Also in Attendance: Robert C. Fischer, Executive Director  
Peter Canal, BRSA Engineer  
J. Michael Broyles, BRSA Superintendent  
Manuel Ponte, Consulting Engineer  
Louis Granata, BRSA Attorney

Chairwoman Parsells called for **MOTION** for the approval of minutes for:  
Regular Meeting - October 15, 2012  
Agenda Meeting – November 12, 2012  
Regular Meeting – November 19, 2012

OFFERED BY: Commissioner DiNardo, SECONDED BY: Commissioner Sutton and carried by unanimous voice vote recorded as follows:  
Ayes: Commissioners DiNardo, Sutton, Tedeschi & Chairwoman Parsells

*Committed to a Clean Environment for Today, Tomorrow and Generations to Come*  
BRSA staff, November 2006

The Executive Director reported on the update of the treatment plant since Hurricane Sandy. He stated that the BRSA has been meeting permit since mid-November, and spoke about the thickening and hauling of sludge since the incineration system went down. There was also an update on equipment in need of repair. BRSA expects to inspect the incinerators sometime next week.

Mr. Fischer reported on BRSA's insurance coverage and that Inland Marine Insurance adjuster sent us a check for \$250,000. He stated that the Administration building and Main Pump Building are covered by Selective Insurance and are separate policies..

Chairwoman Parsells asked if BRSA should hire an independent adjuster. Mr. Fischer stated that at the last meeting the Commissioner's hired David Brauner. Mr. Brauner will assist in guiding the Authority through the FEMA process to maximize our FEMS reimbursement. Mr. Brauner held a pre-FEMA meeting and attended the BRSA FEMA kick-off meeting as well

Mr. Fischer said the BRSA is following the Local Public Contract Law for purchasing under Emergency conditions. While emergency contracts can be let without competing quotes BRSA is making attempts to acquire at least 3 quotes. He also stated that FEMA wants to see quotes whenever possible.

Pete Canal reported on Return Pump Station #1 which is under Contract 59. He requested certain contracts to extend as stated in the contracts. Conti roofing was in to inspect the roofs and they found minor damage at a cost of around \$500.00.

Manuel Ponte submitted his report for October and November 2012. He asked if anyone had any questions. There were none.

Mike Broyles reported that the influent meter was not accurate. He lost most of the flow meters in the hurricane. He has been using the effluent flow meter in the back which wasn't damaged. He explained that IFF and CEI were also out of service for the 2 weeks. He plans to hold his yearly inspection soon. Mike stated that the staff is doing a lot of work manually since the plant automation has been damaged. Mike stated that there were no odor complaints for November.

Chairwoman Parsells and the Commissioners said that the staff of BRSA has done an excellent job since the hurricane. She stated that there is still a lot of work to be done. Lou Granata said that BRSA has excellent Commissioners that gave the employees what they needed to get the plant operating again.

Mr. Fischer stated that the Borough of Union Beach and the Township of Aberdeen had not paid there 4<sup>th</sup> quarter payment in time because of the hurricane. Aberdeen got their check to us and Union Beach said they mailed it. After several weeks a call went to Boro Hall to inquire about the check. The check was lost in the mail. On December 6<sup>th</sup> the Boro brought over a new check with a copy of the Stop Payment on the lost check. The Commissioners agreed to waive the late payment interest on both the participants in light of the circumstances..

Chairwoman Parsells announced that this portion of the meeting is now open to the public for comments or questions related only to the resolution on the agenda.

Mr. Charles Hoffman stated that he had no questions.

The Chairwoman asked if there was any other business. The Director stated that we have an employee with us tonight who has been with us for 35 years this past October. The Commissioners all applauded Ms. Susan DuBey for her service during some important time periods in BRSA history not the least of which is occurring now with the Hurricane. Mr. Fischer

spoke of Ms. DuBey's accomplishments and the Commissioners and Staff and Professionals all thanked Ms. DuBey. A cake was presented and a Commemorative Resolution was entered into the records.

**1. RESOLUTION (123/12): To engage in the services of Gary W. Gray Trucking Inc. to haul & dispose sludge on an emergency basis.**

**WHEREAS**, the Bayshore Regional Sewerage Authority is in a State of Emergency as a result of the damage caused by Hurricane Sandy on October 29, 2012; and

**WHEREAS**, Hurricane Sandy flooding affected the Bayshore Regional Sewerage Authority sludge handling process; and

**WHEREAS**, the Bayshore Regional Sewerage Authority requires sludge hauling services for thickened sludge discharged from belt filter presses; and

**WHEREAS**, Gary W. Gray Trucking Inc. provides such services and has provided the Bayshore Regional Sewerage Authority with a price of \$550.00 per 30 yard container for hauling of thickened sludge to Stoney Brook Regional Sewerage Authority; and

**WHEREAS**, the Bayshore Regional Sewerage Authority has funding available to procure these disaster related services,

**NOW THEREFORE BE IT RESOLVED** by the Commissioners of the Bayshore Regional Sewerage Authority that it engages the services of Gary W. Gray Trucking Inc., 56 U.S. 46, Delaware, NJ 07833 on an emergency basis to provide sludge hauling.

**BE IT FURTHER RESOLVED** that the Secretary shall cause a brief notice of the adoption of this Resolution to be published once in the Authority's designated official newspaper as required by law within ten (10) days of its adoption and will be posted on the BRSA official website.

OFFERED BY: Commissioner Tedeschi and SECONDED BY: Commissioner DiNardo and carried by unanimous voice vote recorded as follows:

Ayes: Commissioners DiNardo, Sutton, Tedeschi, Chairwoman Parsells

**2. RESOLUTION (124/12): To engage in the services of Accurate Waste Systems Inc. to haul & dispose of liquid sludge on an emergency basis.**

**WHEREAS**, the Bayshore Regional Sewerage Authority is in a State of Emergency as a result of the damage caused by Hurricane Sandy on October 29, 2012; and

**WHEREAS**, Hurricane Sandy flooding affected the Bayshore Regional Sewerage Authority sludge handling process; and

**WHEREAS**, the Bayshore Regional Sewerage Authority requires sludge hauling and disposal services of liquid sludge accumulated in storage tanks as well as sludge settling in the primary clarifiers as an emergency contract; and

**WHEREAS**, Accurate Waste Systems Inc. provides such services and has provided the Bayshore Regional Sewerage Authority with a price of \$0.15 per gallon for hauling and disposal of liquid sludge at Somerset-Raritan Valley Sewerage Authority on an emergency basis; and

**WHEREAS**, the Bayshore Regional Sewerage Authority has funding available to procure these disaster related services,

**NOW THEREFORE BE IT RESOLVED** by the Commissioners of the Bayshore Regional Sewerage Authority that it engages the services of Accurate Waste Systems Inc., 226 Prospect Point Road, Lake Hopatcong, NJ 07849 on an emergency basis to provide liquid sludge hauling and disposal services to Somerset-Raritan Valley Sewerage Authority.

**BE IT FURTHER RESOLVED** that the Secretary shall cause a brief notice of the adoption of this Resolution to be published once in the Authority's designated official newspaper as required by law within ten (10) days of its adoption and will be posted on the BRSA official website.

OFFERED BY: Commissioner Sutton and SECONDED BY: Commissioner DiNardo and carried by unanimous voice vote recorded as follows:

Ayes: Commissioners DiNardo, Sutton, Tedeschi, Chairwoman Parsells

**3. RESOLUTION (125/12): To amend Resolution (121/12) to correctly state the rental charge of \$2,000 per week.**

**WHEREAS**, at the Public Meeting of November 19, 2012 Resolution No. 121/12 awarded a contract for rental of a thickened sludge pump at a cost of \$2,000.00 per month from Schwing Bioset while the Authority awaits the procurement of a new pump; and

**WHEREAS**, the correct rental charge for this equipment is \$2,000.00 per week; and

**NOW THEREFORE BE IT RESOLVED** by the Commissioners of the Bayshore Regional Sewerage Authority that they amend Resolution No.121/12 to correctly state the rental charge of \$2,000.00 per week.

**BE IT FURTHER RESOLVED** that the Secretary shall cause a brief notice of the adoption of this Resolution to be published once in the Authority's designated official newspaper as required by law within ten (10) days of its adoption and will be posted on the BRSA official website.

OFFERED BY: Commissioner DiNardo and SECONDED BY: Commissioner Sutton and carried by unanimous voice vote recorded as follows:

Ayes: Commissioners DiNardo, Sutton, Tedeschi, Chairwoman Parsells

**4. RESOLUTION (126/12): To authorize the creation of the limited 2013 benefits advancement to employees whose homes had significant damage.**

**WHEREAS**, on October 29, 2012, the Bayshore Regional Sewerage Authority (the "Authority") and the surrounding communities sustained severe damage due to the impact of Hurricane Sandy; and

**WHEREAS**, the Authority recognizes the burden placed on several employees whose homes sustained significant damage and/or destruction as a result of the storm; and

**WHEREAS**, the Authority understands that in working to remediate the damage caused to their homes, these employees may from time to time need to absent themselves from their employment at the Authority; and

**WHEREAS**, the Authority wishes to assist in minimizing the economic impact on these employees who must be absent from their employment because of the damage caused by the storm; and

**WHEREAS**, under the circumstances presented, the Authority wishes to establish a limited, one time 2013 benefit advancement program to assist these employees, whereby employees will be permitted to utilize sick, vacation and/or personal days that would be earned for use during the 2013 calendar year during the remainder of 2012. The specific terms and conditions of the program have been set forth in a Memorandum from the Executive Director to all employees of the Authority, dated December 11, 2012, which is attached hereto and incorporated herein.

**NOW THEREFORE BE IT RESOLVED** by the Commissioners of the Bayshore Regional Sewerage Authority hereby authorize the creation of the limited 2013 benefit advancement program under the terms and conditions set forth in the December 11, 2012 Memorandum from the Executive Director to all employees of the Authority, with the expressed understanding that the 2013 benefit advancement program shall not be deemed to create any future precedent; and

**BE IT FURTHER RESOLVED** that the Executive Director is hereby authorized to take all necessary action to implement this limited 2013 benefit advancement program.

OFFERED BY: Commissioner Tedeschi and SECONDED BY: Commissioner DiNardo and carried by unanimous voice vote recorded as follows:

Ayes: Commissioners DiNardo, Sutton, Tedeschi, Chairwoman Parsells

**5. RESOLUTION (127/12): To engage in the services of Cuny & Guerber Inc. to supply electrical components for MCC 6.**

**WHEREAS**, Hurricane Sandy caused extensive damage to the Bayshore Regional Sewerage Authority; and

**WHEREAS**, Hurricane Sandy flooding affected the Bayshore Regional Sewerage Authority Motor Control Center #6 (MCC #6) located in the Plant Control Building basement; and

**WHEREAS**, there is a need to replace flood damaged electrical components; and

**WHEREAS**, the Authority solicited competitive quotes for the essential electrical components of MCC #6; and

**WHEREAS**, the solicited competitive quotations received on November 28, 2012 for the supply of electrical components of MCC #6 were opened at 4:00 p.m. and the lowest quote was received from Cuny & Guerber Inc. at a cost of \$17,326.94; and

**WHEREAS**, the Bayshore Regional Sewerage Authority has funding available to procure these disaster related services,

**NOW THEREFORE BE IT RESOLVED** by the Commissioners of the Bayshore Regional Sewerage Authority that it engages the services Cuny & Guerber Inc., P.O. Box 1192 Union City, NJ 07087-1192 at a cost of \$17,326.94.

OFFERED BY: Commissioner Sutton and SECONDED BY: Commissioner Tedeschi and carried by unanimous voice vote recorded as follows:

Ayes: Commissioners DiNardo, Sutton, Tedeschi, Chairwoman Parsells

**6. RESOLUTION (128/12): To engage in the services of Iron Hill Construction to repair the sludge dewatering process and associated equipment.**

**WHEREAS**, Hurricane Sandy caused extensive damage to the Bayshore Regional Sewerage Authority; and

**WHEREAS**, Hurricane Sandy flooding affected the Bayshore Regional Sewerage Authority sludge dewatering process; and

**WHEREAS**, the Authority is in need of emergency repair services to repair flood damage to the Authority sludge dewatering belt filter processes; and



**WHEREAS**, the Authority solicited competitive quotations for the repair of the sludge dewatering process and associated equipment; and

**WHEREAS**, the sealed solicited competitive quotations received on December 7, 2012 for the repair of the sludge dewatering process and associated equipment were opened and the lowest quote was received from Iron Hills Construction Inc. at a cost of \$61,428.00; and

**WHEREAS**, the Bayshore Regional Sewerage Authority has funding available to procure these disaster related services,

**NOW THEREFORE BE IT RESOLVED** by the Commissioners of the Bayshore Regional Sewerage Authority that it engages the services of Iron Hills Construction Inc., 17 Alpine Drive, Wayne, NJ 07470 for the repair of the sludge dewatering process and associated equipment at a cost of \$61,428.00.

**BE IT FURTHER RESOLVED** that the Secretary shall cause a brief notice of the adoption of this Resolution to be published once in the Authority's designated official newspaper as required by law within ten (10) days of its adoption and will be posted on the BRSA official website.

OFFERED BY: Commissioner DiNardo and SECONDED BY: Commissioner Tedeschi and carried by unanimous voice vote recorded as follows:

Ayes: Commissioners DiNardo, Sutton, Tedeschi, Chairwoman Parsells

**7. RESOLUTION (129/12): To engage in the services of Electro Maintenance Inc. to repair MCC#6 GE Buckets.**

**WHEREAS**, Hurricane Sandy caused extensive damage to the Bayshore Regional Sewerage Authority; and

**WHEREAS**, Hurricane Sandy flooding affected the Bayshore Regional Sewerage Authority Motor Control Center #6 GE Buckets (MCC #6); and

**WHEREAS**, there is a need to repair MCC #6 GE Buckets using Authority purchased components; and

**WHEREAS**, the Authority solicited competitive quotes for the building of MCC #6 GE Buckets which were opened on December 3, 2012 with the lowest quote being received from Electro-Maintenance Inc. for a cost of \$40,100.00; and

**WHEREAS**, the Bayshore Regional Sewerage Authority has funding available to procure these disaster related services,

**NOW THEREFORE BE IT RESOLVED** by the Commissioners of the Bayshore Regional Sewerage Authority that it engages the services of Electro Maintenance Inc., 5133 W. Hurley Pond Road, Farmingdale, NJ 07727 at a cost of \$40,100.00.

**BE IT FURTHER RESOLVED** that the Secretary shall cause a brief notice of the adoption of this Resolution to be published once in the Authority's designated official newspaper as required by law within ten (10) days of its adoption and will be posted on the BRSA official website.

OFFERED BY: Commissioner Sutton and SECONDED BY: Commissioner DiNardo and carried by unanimous voice vote recorded as follows:

Ayes: Commissioners DiNardo, Sutton, Tedeschi, Chairwoman Parsells

**8. RESOLUTION (130/12): To revise the Authority Emergency Purchasing Policy.**

**WHEREAS**, the Bayshore Regional Sewerage Authority has an emergency purchasing policy; and

**WHEREAS**, the Authority desires to further define emergency purchasing of supplies or contractual services in emergency conditions or situations; and

**NOW THEREFORE BE IT RESOLVED** that the Authority hereby adopts the attached emergency purchasing policy, titled Bayshore Regional Sewerage Authority Emergency Purchasing Policy – revised December 10, 2012.

OFFERED BY: Commissioner Tedeschi and SECONDED BY: Commissioner Sutton and carried by unanimous voice vote recorded as follows:

Ayes: Commissioners DiNardo, Sutton, Tedeschi, Chairwoman Parsells

**9. RESOLUTION (131/12): To approve agreement between BRSA and Local 641 to modify the operation schedule due to Hurricane Sandy.**

**WHEREAS**, Hurricane Sandy caused extensive damage to the Bayshore Regional Sewerage Authority; and

**WHEREAS**, the Authority requires enhanced staffing on a 24-hour per day basis; and

**WHEREAS**, the Authority and members of Local 641 have agreed to temporarily modify the operation schedule from an 8-hour per day shift to a 12-hour per day shift; and

**WHEREAS**, said shift includes a 48-hour work week including 8-hours of overtime per week per employee in the Operations Department until the emergency phase of recovery is complete; and

**WHEREAS**, the Bayshore Regional Sewerage Authority has funding available to procure these disaster related services,

**NOW THEREFORE BE IT RESOLVED** by the Commissioners of the Bayshore Regional Sewerage Authority that it authorizes the modification of the operations staff work week as stated.

OFFERED BY: Commissioner Sutton and SECONDED BY: Commissioner Tedeschi and carried by unanimous voice vote recorded as follows:

Ayes: Commissioners DiNardo, Sutton, Tedeschi, Chairwoman Parsells

**10. RESOLUTION (132/12):**

**WHEREAS**, the Bayshore Regional Sewerage Authority and its Commissioners wish to formally acknowledge the contributions of their longstanding employees, and

**WHEREAS**, Mrs. Susan DuBey has served the public as an employee of the Bayshore Regional Sewerage Authority for thirty-five years; beginning in October of 1977, and

**WHEREAS**, Susan DuBey has served the Authority in many ways and continues to serve in her capacity as Payroll and Accounts Payable Clerk.

**NOW THEREFORE BE IT RESOLVED**, the Bayshore Regional Sewerage Authority, its Commissioners and employees hereby express sincere appreciation to Mrs. Susan DuBey and gratitude for her many years of service with the Authority and present her with a 35 Year Service Appreciation Award of \$500.00

**BE IT FURTHER RESOLVED**, a copy of this Resolution will be entered into the permanent records of the Authority.

OFFEDER BY: Commissioner DiNardo and SECONDED BY: Commissioner Tedeschi and carried by unanimous voice vote recorded as follows:

Ayes:Comissioners DiNardo, Sutton, Tedeschi, Chairwoman Parsells

Chairwoman Parsells asked if anyone in the audience had any comments or questions. Mr. Charles Hoffman of Hazlet asked Mr. Fischer if the base of the turbine or any of the electrical components in the ground and on the substation were damaged during Hurricane Sandy. Mr. Fischer stated that the base of the turbine is fine and the electrical conduits are meant to be underground so no damage was done that he was aware of.

Mr. Hoffman wanted to know if the transformers were damaged. Mr. Fischer said that the power to the transformers was turned off, once they were opened and cleaned and turned back on and are operating without issue.

Mr. Hoffman asked if there was any long term damage. Mr. Fischer said that the incinerators were damaged but he didn't know the extent until they open them up and do an inspection with the engineers. The incinerator system sustained the most damage and will take the longest to repair.

At 8:20 P.M. Chairwoman Parsells called for a **MOTION** to go into Closed Session

OFFEDER BY: Commissioner DiNardo and SECONDED BY: Commissioner Tedeschi and carried by unanimous voice vote recorded as follows:

Ayes:Comissioners DiNardo, Sutton, Tedeschi, Chairwoman Parsells

CLOSED SESSION MINUTES ARE RECORDED SEPERATELY

At 8:45 P.M. Chairwoman Parsells called for a **MOTION** to come out of Closed Session.

OFFEDER BY: Commissioner DiNardo and SECONDED BY: Commissioner Sutton and carried by unanimous voice vote recorded as follows:

Ayes:Comissioners DiNardo, Sutton, Tedeschi, Chairwoman Parsells

Chairwoman Parsells announced that a Public Hearing for the BRSA 2013 Budget will be held on Monday, December 17<sup>th</sup> @ 7:00 P.M. prevailing time and the Regular Meeting will be conducted immediately following the Hearing.

Chairwoman Parsells called for MOTION to close the meeting.

OFFEDER BY: Commissioner DiNardo and SECONDED BY: Commissioner Sutton and carried by unanimous voice vote recorded as follows:

Ayes:Comissioners DiNardo, Sutton, Tedeschi, Chairwoman Parsells

Respectfully Submitted

Robert C. Fischer  
Executive Director