



# BAYSHORE REGIONAL SEWERAGE AUTHORITY

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Robert C. Fischer  
EXECUTIVE DIRECTOR

## AGENDA MEETING MINTUES BAYSHORE REGIONAL SEWERAGE AUTHORITY MONDAY, NOVEMBER 12, 2012

At 3:00 P.M. on Monday, November 12, 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 Cohen, DiNardo, Tedeschi, Sutton, Vella and Chairwoman Parsells

Also in Attendance: Robert C. Fischer, Executive Director  
Peter Canal, BRSA Engineer  
J. Michael Broyles, BRSA Superintendent  
Charles Theodora, Asst. Superintendent  
Roy Anderson, Asst. Superintendent of Maintenance  
Manuel Ponte, Consulting Engineer  
Louis Granata, BRSA Attorney

Chairwoman Parsells called for Reports:

The Executive Director reported the treatment plant suffered severe damage due to Hurricane Sandy on October 29, 2012. The entire 24 acre plant was submerged to a depth of approximately 3 feet and rendered inoperable. All JCP&L power was out as were phones, internet, fax etc.

The Director and Consulting Engineer advised the Commissioners of the need to declare an emergency and authorize all necessary action to restore the facility to safe operation.

Flooding entered the basements of the main pump station dry-well, the NIRO and DORR incinerator buildings, the return building #1 and primary sludge building 1&2. Flooding entered the administration building as well as the laboratory/office building and the maintenance building. Flooding also entered both blower building #1 and blower building #2.

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

Emergency diesel powered sewer pumps were used to pump sewerage while the main sewer pumps were being repaired. The Authority is treating all sewage and sludge is being hauled out by tanker trucks. The plant effluent is being chlorinated. Many plant processes are functioning on temporary power.

The Director informed the Commissioners that the Authority has 2 separate insurance policies to cover flood and advised that the Authority submit a request for public assistance to FEMA as well. He advised the Board of Commissioners of the action taken to date to respond to the emergency and requested resolutions to authorize emergency procurement of supplies, material services and repairs.

The Director and Superintendent spoke about the commitment of Staff onsite and on the road the night of the Hurricane and the actions taken by the staff to limit damage. The Commissioners expressed their gratitude for their action which was more than could have been requested of them.

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

There was no one from the Public in attendance

**1. RESOLUTION (99/12) – To declare an emergency exists and authorize the Executive Director to take any and all actions to secure the necessary services, equipment and supplies to protect the employees, community and facility.**

**WHEREAS**, on October 29, 2012 Hurricane Sandy caused extensive flooding damage to the Bayshore Regional Sewerage Authority and the entire Jersey Coastline; and

**WHEREAS**, Hurricane Sandy was unprecedented in size and force; and

**WHEREAS**, on October 30, 2012 Governor Christie declared a State of Emergency for Monmouth County; and

**WHEREAS**, as a result of Hurricane Sandy the Bayshore Regional Sewerage Authority treatment plant processes were rendered inoperable; and

**WHEREAS**, the Authorizing Staff, Commissioners and Professionals must take immediate action to protect the health, safety and welfare of the employees, community & facility,

**NOW THEREFORE BE IT RESOLVED**, the Commissioners of the Bayshore Regional Sewerage Authority declare that an emergency exists at the authority facilities, collection system and pump sections and invoke the emergency procurement sections of the local public contracts law at NJSA 40A:11-6 as well as the Authority policy for purchasing.

**BE IT FURTHER RESOLVED** the Commissioners of the Bayshore Regional Sewerage Authority authorize the Executive Director to take the necessary action to procure the service, materials, equipment and supplies needed to protect the health, safety and welfare of the employees, community and facilities to restore the Bayshore Regional Sewerage Authority to safe operating condition and to file this resolution and Executive Directors Declaration of Emergency with the Authority Qualified Purchasing Agent.

**OFFERED BY** Commissioner Vella and **SECONDED BY** Commissioner Tedeschi and carried by unanimous vote as recorded

**AYES** – Commissioners Cohen, DiNardo, Sutton, Tedeschi, Vella & Chairwoman Parsells

**2. RESOLUTION (100/12) - To authorize the emergency procurement of sludge hauling services from Russell Reid for disposal at Mount Holly MUA.**

**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 sludge accumulated in storage tanks as well as sludge settling in the primary clarifiers as an emergency contract; and

**WHEREAS**, Russell Reid provides such services and has provided the Bayshore Regional Sewerage Authority with a price of \$0.187 per gallon for 2% solids and \$0.258 per gallon for 3% solids for hauling and disposal of sludge at Mount Holly MUA on an interim 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 Russell Reid, 200 Smith Street P.O. Box 130, Keasbey, NJ 08832-0130 on an emergency basis to provide sludge hauling and disposal services to Mount Holly MUA.

**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** Chairwoman Parsells and **SECONDED BY** Commissioner Sutton and carried by unanimous vote as recorded

**AYES** – Commissioners Cohen, DiNardo, Sutton, Tedeschi, Vella & Chairwoman Parsells

**3. RESOLUTION (101/12) – To authorize the emergency procurement of sludge hauling services from Russell Reid for disposal at Somerset Raritan Valley Sewerage Authority.**

**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 sludge accumulated in sludge storage tanks as well as settling in primary clarifiers as an emergency contract; and

**WHEREAS**, Russell Reid provides such services and has provided the Bayshore Regional Sewerage Authority with a price of \$0.15 per gallon for hauling and disposal of sludge at Somerset Raritan Valley 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 Russell Reid, 200 Smith Street P.O. Box 130, Keasbey, NJ 08832-0130 on an emergency basis to provide sludge hauling and disposal services to Somerset Raritan Valley Regional 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 Cohen and **SECONDED BY** Commissioner DiNardo and carried by unanimous vote as recorded

**AYES** – Commissioners Cohen, DiNardo, Sutton, Tedeschi, Vella & Chairwoman Parsells

**4. RESOLUTION (102/12) – To authorize the emergency procurement of sludge hauling services from Spectra Serve for disposal at their Kearny, NJ facility.**

**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 sludge accumulated in sludge storage tanks as well as settling in primary clarifiers as an emergency contract; and

**WHEREAS**, Spectra Serve 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 sludge at their facility in Kearny, NJ; 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 Spectra Serve Inc., 200 Smith Street P.O. Box 130, Kearny, NJ on an emergency basis to provide sludge hauling and disposal services to their facility in Kearny, NJ.

**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 Cohen and carried by unanimous vote as recorded

**AYES** – Commissioners Cohen, DiNardo, Sutton, Tedeschi, Vella & Chairwoman Parsells

**5. RESOLUTION (103/12) – To authorize the emergency procurement of hi-voltage inspection, cleaning and testing services from M&L Power for the inspection, cleaning, testing and return to service at the main distribution center, T1, T2, T3, T4 and T5 transformers and various hi-voltage switch gear and breakers throughout the plant.**

**WHEREAS**, 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 damaged the Bayshore Regional Sewerage Authority high voltage switchgears, breakers, controls and various breakers throughout the plant; and

**WHEREAS**, Bayshore Regional Sewerage Authority requires high voltage equipment repair services as an emergency contract; and

**WHEREAS**, M&L Power Inc. provides such services and has provided Bayshore Regional Sewerage Authority with a rate of \$1,350.00 per technician for an eight (8) hour day; and

**WHEREAS**, the function of these systems necessitates their immediate repair; and

**WHEREAS**, 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 M&L Power Inc., 109 White Oak Lane, Suite #82, Old Bridge, NJ 088857 is hereby awarded a contract on an emergency basis to provide repair services of the Authority switchgears, breakers and controls.

**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 Cohen and carried by unanimous vote as recorded

**AYES** – Commissioners Cohen, DiNardo, Sutton, Tedeschi, Vella & Chairwoman Parsells

**6. RESOLUTION (104/12) – To authorize the emergency procurement of vehicles to replace flood damaged vehicles during Hurricane Sandy.**

**WHEREAS**, 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 Bayshore Regional Sewerage Authority vehicles rendering four of the Authority vehicles inoperable; and

**WHEREAS**, Bayshore Regional Sewerage Authority requires two vehicles as an emergency purchase; and

**WHEREAS**, Sansone Ford in Ocean Township provides such vehicles and has provided Bayshore Regional Sewerage Authority with a price for two (2) Ford F250 with plows pickup trucks for \$65,336.00; and

**WHEREAS**, Bayshore Regional Sewerage Authority has funding available for this disaster related expense to procure these vehicles,

**NOW THEREFORE BE IT RESOLVED** by the Commissioners of the Bayshore Regional Sewerage Authority Sansone Ford, 900 Route 35, Ocean Township, NJ 07712 is hereby awarded a contract on an emergency basis to provide two (2) vehicles to replace two (2) damaged by Hurricane Sandy.

**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 Cohen and **SECONDED BY** Commissioner DiNardo and carried by unanimous vote as recorded

**AYES** – Commissioners Cohen, DiNardo, Sutton, Tedeschi, Vella & Chairwoman Parsells

**7. RESOLUTION (105/12) – To authorize the emergency procurement of additional temporary staff from Snelling Staffing Services for two (2) laborers to assist in the labor needs associated with the recovery from Hurricane Sandy.**

**WHEREAS**, 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 Bayshore Regional Sewerage Authority Staff due to personal loss as well as increased workload to repair equipment, pump water, clean buildings remove debris and provide continuous inspection of equipment; and

**WHEREAS**, Bayshore Regional Sewerage Authority requires additional staff in the form of labor assistance as an emergency contract; and

**WHEREAS**, Snelling Staffing Services provides such staffing and has provided Bayshore Regional Sewerage Authority with a rate of \$15.53 per hour for a laborer wherein such fee includes all workers comp insurance, social security, payroll taxes, liability insurance up \$1,000,000.00 cost of payroll check processing, handling of reference checks,

**WHEREAS**, Snelling Staffing Services has provide the Authority with two (2) temporary laborers, Sean Jones and Mike Brodie; and

**WHEREAS**, 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 Snelling Staffing Services is hereby awarded a contract on an emergency basis to provide two laborers, Sean Jones and Mike Brodie to assist the Authority with response to Hurricane Sandy.

**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 Vella and **SECONDED BY** Commissioner Tedeschi and carried by unanimous vote as recorded

**AYES** – Commissioners Cohen, DiNardo, Sutton, Tedeschi, Vella & Chairwoman Parsells

**8. RESOLUTION (106/12) – To authorize the emergency procurement of additional staff from Snelling Staffing Services for an Administrative Assistant to as a Document Control Assistant for matters related to Hurricane Sandy.**

**WHEREAS**, 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 Bayshore Regional Sewerage Authority Staff due to personal loss as well as increased workload at the facilities and

**WHEREAS**, Bayshore Regional Sewerage Authority requires additional staff in the form of a Documents Control Assistant to record activities and costs associated with the damage to the Authority caused by Hurricane Sandy as an emergency contract; and

**WHEREAS**, Snelling Staffing Services provides such staffing and has provided Bayshore Regional Sewerage Authority with a rate of \$21.36 per hour for an Administrative Assistant wherein such fee includes all workers comp insurance, social security, payroll taxes, liability insurance up \$1,000,000.00 cost of payroll check processing, handling of reference checks; and

**WHEREAS**, the Documents Control Assistant will provide services specific to the impact caused by Hurricane Sandy, and

**WHEREAS**, Snelling Staffing Services has provide the Authority with one (1) employee, Denise Vesce; and

**WHEREAS**, 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 Snelling Staffing Services is hereby awarded a contract on an emergency basis to provide an administrative assistant to serve as the Authority Documents Control Assistant for activities and costs associated with the impact of Hurricane Sandy.

**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 Vella and **SECONDED BY** Commissioner Sutton and carried by unanimous vote as recorded

**AYES** – Commissioners Cohen, DiNardo, Sutton, Tedeschi, Vella & Chairwoman Parsells

**9. RESOLUTION (107/12) – To authorize the emergency procurement of computers from Staples and Dell Inc. to replace computers damaged in Hurricane Sandy.**

**WHEREAS**, 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 Bayshore Regional Sewerage Authority computers; and

**WHEREAS**, Bayshore Regional Sewerage Authority requires the purchasing of new computers as an emergency contract; and

**WHEREAS**, Dell Computers provides such equipment and has provided Bayshore Regional Sewerage Authority with a cost of \$5,547.00 for four (4) new desktop computers to meet the needs of the Authority staff affected by the damaged computers; and

**WHEREAS**, Bayshore Regional Sewerage Authority has funding available to procure this disaster related equipment,

**NOW THEREFORE BE IT RESOLVED** by the Commissioners of the Bayshore Regional Sewerage Authority Dell is hereby awarded a contract on an emergency basis to provide four new desktop computers to replace the computers damaged by Hurricane Sandy.

**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** Chairwoman Parsells and carried by unanimous vote as recorded

**AYES** – Commissioners Cohen, DiNardo, Sutton, Tedeschi, Vella & Chairwoman Parsells

**10. RESOLUTION (108/12) – To authorize the emergency procurement of sludge thickening systems from Johnson Screens Inc.**

**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 thickening services as an emergency contract; and

**WHEREAS**, the Authority solicited 3 quotes for installation and operation of a temporary sludge thickening system and,

**WHEREAS**, the lowest quote was from Johnson Screens of Lexington, South Carolina for a price of \$38,300.00 for a 20 day operating month including \$7,000.00 for mobilization and demobilization services; 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 Johnson Screens, 175 Rich Lex Drive, Lexington, SC 29072 on an emergency basis to provide sludge thickening processes.

**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 Vella and **SECONDED BY** Commissioner Tedeschi and carried by unanimous vote as recorded

**AYES** – Commissioners Cohen, DiNardo, Sutton, Tedeschi, Vella & Chairwoman Parsells



**11. RESOLUTION (109/12) – To authorize the emergency procurement of cleaning, drying and decontamination service from SERVPRO.**

**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 offices; and

**WHEREAS**, the Bayshore Regional Sewerage Authority requires professional office cleaning, drying and decontamination services as an emergency contract; and

**WHEREAS**, SERVPRO has provided the Authority with a cost to provide these services to the Administration Building for a cost of \$25,058.79; 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 SERVPRO, 8 Crown Plaza, Suite #108, Hazlet, NJ 07730 on an emergency basis to provide cleaning, drying and decontamination services.

**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 vote as recorded

**AYES** – Commissioners Cohen, DiNardo, Sutton, Tedeschi, Vella & Chairwoman Parsells

**12. RESOLUTION (109-A/12) – To engage in the services of Stoney Brook Regional Sewerage Authority to accept sludge from the BRSA at a cost of \$50 per cubic yard.**

**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 process; and

**WHEREAS**, the Bayshore Regional Sewerage Authority requires a disposal site to dispose of sludge generated from its treatment process on an emergency basis, and

**WHEREAS**, Stoney Brook Regional Sewerage Authority has agreed to accept sludge hauled from the Bayshore Regional Sewerage Authority at the cost of \$50 per cubic yard.

**WHEREAS**, funding is available for these disaster related expenses

**NOW THEREFORE BE IT RESOLVED** by the Commissioners of the Bayshore Regional Sewerage Authority has engaged the services of Stoney Brook Regional Sewerage to accept sludge from BRSA at that cost of \$50 per cubic yard.

**OFFERED BY** Commissioner DiNardo and **SECONDED BY** Chairwoman Parsells and carried by unanimous vote as recorded

**AYES** – Commissioners Cohen, DiNardo, Sutton, Tedeschi, Vella & Chairwoman Parsells

The Director announced that he would lead the Commissioners on a tour of the Treatment plant after the meeting while there was still day light available. All Commissioners were interested to attend.

Chairwoman Parsells announced that there was no reason to go into Closed Session. She also announced that the Next Regular Meeting of the BRSA will be on Monday, November 19, 2012 @ 7:00 prevailing time at the BRSA Administration Building @ 100 Oak Street, Union Beach, NJ.

Chairman Parsells called for a **MOTION** to adjourn the meeting at 4 P.M.

**OFFERED BY** Commissioner Cohen and **SECONDED BY** Commissioner Tedeschi and carried by unanimous vote as recorded

**AYES** – Commissioners Cohen, DiNardo, Sutton, Tedeschi, Vella & Chairwoman Parsells

Respectfully Submitted,

Robert C. Fischer  
Executive Director