



BAYSHORE REGIONAL SEWERAGE AUTHORITY

100 Oak Street, Union Beach, NJ 07735
732-739-1095 OFFICE 732-739-2459 FAX

Robert C. Fischer
EXECUTIVE DIRECTOR

MINUTES AGENDA MEETING MONDAY, JANUARY 14, 2013

At 7:00 P.M. on Monday, January 14, 2013 Chairwoman Parsells calls 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 asks 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.

Commissioner Khachaturian was sworn in by Louis Granata, BRSA Attorney. Commissioner Khachaturian is replacing Commissioner Tedeschi who resigned from his position.

Chairwoman Parsells requested a roll call of attendance:

PRESENT: Commissioners Khachaturian, Sutton, Vella and Chairwoman Parsells

ABSENT: Commissioners Cohen, DiNardo

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

The Chairwoman asked for a report on Projects, Special Reports and Connections. The Executive Director spoke of Recovery Efforts from Hurricane Sandy, referring to a Pie Chart showing Hurricane Sandy Expenses. He explained in length how BRSA is

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BRSA staff, November 2006

proceeding with recovery efforts, stating that our biggest cost is Sludge hauling & Disposal and how we are working to halt liquid sludge hauling and proceeding with only cake sludge which is thickened and a more efficient way to dispose of solids.

Commissioner Vella asked how long we expect to be hauling sludge. The Executive Director gave an estimate of 6 more months.

The Director went on to speak about the Dorr Oliver and Niro Incinerators and the actions we are taking to get them up and running. He said that the estimated time to get the Dorr Oliver Incinerator up and running would be sometime in June. He also said the Niro Incinerator will take longer, stating that he is trying to get a waiver from the DEP for the Dorr Oliver Incinerator to run longer.

The Chairwoman moved on to the Engineers report. Mr. Canal explained that Contract 61-Niro Incinerator Heat Exchange Repair & Reinstallation was stopped due to water damage. He said that our Consulting Engineer Chavond-Barry Engineering (CBE) will be coming out to give an estimate of the repair, stating he may ask for a Resolution for this work. He also stated that we will need two Resolutions to advertise to go out to bid for the Furnishing and Delivery of Bioxide, and for the Furnishing and Delivery of Sodium Hypochlorite, as both contracts are due to expire in March 2013.

The Engineer stated that he reviewed the following projects:

1) Buhler Auto Project. A Connection fee of \$28,720.17 was proposed and found to be acceptable. He will be seeking a Resolution at this month's Public Meeting to approve the application.

2) Villages at Aberdeen, Block 114, Lot 4 Township of Aberdeen, adding that the Villages at Aberdeen were looking for a bond reduction based on what they have already paid. He will be seeking a resolution at this month's Public Meeting to approve a Bond Reduction for C&M Realty, for a total balance amount of \$143,396.

Mr. Canal said three quotations were received for Electrical Parts to Rebuild MCC #6 Buckets. Cuny & Guerber being the lowest quote supplied the materials and they were installed under RFQ 12-09.

RFQ 12-09 – Temporary Repairs for labor to Rebuild MCC #6 buckets, which was issued to the lowest responsible bidder, Electro-Maintenance, Inc. in the amount of \$40,100. The rebuilding of the MCC Buckets has been completed and installing and testing has begun.

RFQ 12-10-Temporary Emergency Repairs to Sludge Dewatering Process: Formal Request for Quotations were received with the lowest responsible bidder being Iron Hills in the amount of \$61,428. It is anticipated that all work will be completed this month and the sludge dewatering presses will be functional.

RFQ 12-11-Temporary Repairs to Blower Building #1: Formal Request for Quotations was received. The lowest responsive bidder was Longo Electric in the amount of \$32,950. Work is almost completed. It is anticipated that Blower Building #1 will be partially operational. We can then begin the process of starting up Plant #1.

Quotation: Temp. Repairs to Scum Pumps & Connection: Municipal Maintenance Co. was the lowest quote in the amount of \$6,340. It is anticipated that all work will be completed at the end of this month.

RFQ 13-01-Emergency Cleaning of Main Pump Station Wet Well: Sealed quotes were to be received on Monday January 14, 2013. An addendum was put out extending the Bid/Quote date until Friday, January 18, 2013 at 2pm, EST. We will look to award at the BRSA Public Meeting on 1/21/13 and issue authorization on to proceed on 1/22/13, work is expected to begin immediately following dry weather.

Quotation-Purchase Replacement Valve Actuators - is anticipated that the quote request will go out next week.

RFQ 13-02-Emergency Replacement of Sanitary Sewer Process Meters - we plan to have CME assist us in preparing the Scope of Work for the RFQ.

Chairwoman Parcels then asked for R3M the Consulting Engineer Report.

Mr. Ponte discussed ideas to prevent future problems by putting a barrier around the whole plant, or doing one building at a time. Commissioner Sutton asked if a barrier would work. Commissioner Vella said he would have doubts about a barrier. The Superintendent mentioned that Blower Building is made of metal. Commissioner Vella said that moving everything up seems like a better idea. Commissioner Parcels stated it would be expensive to do that. Mr. Ponte continued to talk about building by building. The Executive Director suggested we look at New Orleans, to see what litigation steps they took. Mr. Ponte stated that he has reached out to the President of the WEF in Louisiana. Commissioner asked if FEMA has given a time frame for payment. Executive Director said it is 6 months.

Chairwoman Parcels asked if there were any other questions for Manual Ponte. With no more questions, Chairwomen Parcels asked for the Superintendents Report. The Superintendent spoke of Flows. He also mentioned that there have been quite a few odor complaints, due to wind speed and direction. He said that we were using odor control chemicals, stating that it is not the cure all, but that it does help. The Superintendent also said we are trying to back into a routine. He went to a JIF Meeting, the BRSA has resumed Safety Meetings, and we were able to do an annual inspection of each facility.

The Executive Director spoke about complaints from 9th Street and Dock Street, insisting that sewerage sludge had washed up on their property. The Authority asked the Joint Insurance Fund to send an Environmental Engineer to inspect. He also asked the Monmouth County Health Department to inspect as well. The conclusion of both inspections was no evidence was found. The Executive Director said there was a meeting with the DEP on December 12, 2012. The Superintendent is keeping records for the DEP and giving updated to them. The Executive Director said the 2013 budget has been adopted. He also recommends that we go back out to bid for natural gas with the NJSEM as we saw a 38% reduction last year while participating in this group. Chairwomen Parcels agreed. The Executive Director spoke about FEMA reimbursement for debris & emergency equipment. Lou Granata asked about No Interest Letters. The Executive Director said that because of the volume of houses being demolished, the BRSA is providing letters of no interest to the homeowners, to help speed up the process for the homeowner. Over 100 letters have been given. A letter was sent to Bob Burlew to

certify that these laterals are being sealed off correctly. He also mentioned that the Borough of Matawan returned their contract to the BRSA and the BRSA issued a check to the Borough in the amount of \$501,617. He added that the American Legion send a thank you letter to the BRSA for the donation that was made. Before closing the Executive Director announced that he would be a speaker at the AEA Annual Convention in Atlantic City speaking about Hurricane Sandy issues on Wednesday January 16, 2013.

The Chairwoman announced that this portion of the meeting is now open to the public for comments or questions related to RESOLUTIONS ONLY. There were no comments.

1. RESOLUTION (01/13): to award State Contract to Winner Ford for purchase of 2 utility vehicles lost to flooding.

WHEREAS, the Commissioners of the Bayshore Regional Sewerage Authority instructed the Executive Director to take all necessary action to restore the treatment plant from Hurricane Sandy damages, and

WHEREAS, the Commissioners previously instructed the Executive Director to purchase replacement vehicles for those lost to flooding, and

WHEREAS, the Authority can purchase vehicles under State Contract without competitive bidding in accordance with the Local Public Contract Law, and

WHEREAS, Winner Ford of Cherry Hill, New Jersey has supplied the Authority with two (2) Ford Police Interceptor Utility vehicles for \$27,929.00 per vehicle under State Contract #82925, and

WHEREAS, with this purchase the Authority has replaced four (4) out of six (6) vehicles lost due to flooding.

NOW THEREFORE BE IT RESOLVED the Commissioners of the Bayshore Regional Sewerage Authority award the contract for the purchase of two (2) utility vehicles to Winner Ford at a price of \$27,929.00 under State Contract #82925.

OFFERED BY Commissioner Sutton, and **SECONDED BY** Commissioner Vella and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Khachaturian, Sutton, Vella and Chairwoman Parsells

2. RESOLUTION (02/13): to hire CME Associates to assist BRSA in preparing bid documents and proposals for repair and recovery work from damages from Hurricane Sandy

WHEREAS, the Bayshore Regional Sewerage Authority requires assistance developing bidding and proposal documents for various projects needed to restore the sewerage system to pre-disaster condition, and

WHEREAS, the Commissioners have previously reviewed the qualifications of twenty-one (21) engineering firms who submitted an expression of interest to support the Authority's Capital Improvement Plans, and

WHEREAS, the firm of CME Associates submitted a response to the expression of interest request, and

WHEREAS, CME Associates has experience and staffing to assist the Authority with its bidding and proposal requirements, and

WHEREAS, CME has submitted a proposal to assist the Authority to develop bidding and proposal documents which the Staff and Commissioners find acceptable, and

WHEREAS, CME Associates has certified compliance with the Authority pay-to-play regulations.

NOW THEREFORE BE IT RESOLVED the Commissioners of the Authority hire the firm of CME Associates of Parlin, New Jersey as a non-fair and open contract to develop bid documents and proposals as required by the Authority for repair and recovery work associated with the damage caused by Hurricane Sandy.

OFFERED BY Commissioner Sutton, and **SECONDED BY** Commissioner Vella and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Khachaturian, Sutton, Vella and Chairwoman Parsells

3. RESOLUTION (03/13): to authorize the Executive Director to participate with NJ SEM to obtain bids for National Gas

WHEREAS, the Bayshore Regional Sewerage Authority is a member of the New Jersey Sustainable Energy Management Group, and

WHEREAS, the NJ SEM will solicit bids for the obtaining of Natural Gas Supply for its members for a twelve (12) month or twenty-four (24) month period, and

WHEREAS, the Authority has seen significant reduction in the cost of Natural Gas supply while a member of the NJ SEM, and

WHEREAS, the Commissioners of the Authority deem it in the best interest of the participants of the Authority to continue to solicit Natural Gas supply through NJ SEM.

NOW THEREFORE BE IT RESOLVED the Commissioners of the Authority authorize the Executive Director to participate in the January 30, 2013 bid for Natural Gas through the NJ SEM and to execute the contract on behalf of the Authority to the lowest responsible bid which complies with the pre-determined strike price set by the NJ SEM.

OFFERED BY Commissioner Vella, and **SECONDED BY** Commissioner Khachaturian and carried by a unanimous voice vote recorded as follows:

AYES: Commissioners Khachaturian, Sutton, Vella and Chairwoman Parsells

4. RESOLUTION (04/13) – TABLED -to award emergency contract for cleaning and repairs of the Main Pump Station Wetwell.

At 8:10 P.M. the Chairwoman called for a **MOTION** to go into Closed Session.

Minutes from the Closed Session will be recorded separately.

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

AYES – Commissioners Khachaturian, Sutton, Vella & Chairwoman Parsells

At 8:55 P.M. Chairwoman Parsells calls for a **MOTION** to end Closed Session.

OFFERED BY Commissioner Sutton, and **SECONDED BY** Commissioner Khachaturian, and carried by unanimous vote as recorded.

AYES – Commissioners Khachaturian, Sutton, Vella & Chairwoman Parsells

OPEN TO THE PUBLIC: To discuss any BRSA matters the public may care to address.

The public is reminded, only questions or comments not previously addressed; and/or specific to the scope of BRSA's operations or projects will be addressed.

As a courtesy to all members of the public wishing to speak, please be mindful of limiting your comments and time accordingly.

There were no Public Comments

Chairwoman Parsells announced the next Regular Meeting of the BRSA will be held on Monday, January 21, 2013 @ 7PM prevailing time.

At 8:57 PM Chairwoman Parsells called for a **MOTION** to Adjourn the meeting.

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

AYES – Commissioners Khachaturian, Sutton, Vella & Chairwoman Parsells

Respectfully submitted,

Robert C. Fischer
Executive Director