



BAYSHORE REGIONAL SEWERAGE AUTHORITY

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Robert C. Fischer
EXECUTIVE DIRECTOR

AGENDA MEETING MONDAY, MARCH 11, 2013

At 7:04 P.M. on Monday, March 11, 2013 Chairman Vella 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 Asbury Park Press and is on the BRSA Official Website. 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.

Chairman Vella 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.

Chairman Vella requested a roll call of attendance:

Present: Commissioners Khachaturian, McMullen, Steiner, Sutton and Chairman Vella
Absent: Commissioner Pisano

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

Reports

BRSA Projects, Special Reports & Connection Applications

Architectural Review of Administration Building Restoration

Mr. Fischer reminded the Commissioners that the Administration Building and the Main Pump Building both had \$500,000 insurance with a \$20,000 and \$25,000 deductible respectively and \$207,000 content insurance for the Administration Building along with 75% from FEMA.

Mr. Fischer introduced Dan Dunzik who has worked with Manuel Ponte.

Dan's presentation to the Commissioners explained code compliance, cost breakout, high density filing system and American Disability Act (ADA) compliance. He explained the need for a wheelchair ramp at the side door, the danger of the single pane glass in the front doors (no marking) and the loss of heat and air conditioning through front doors. Dan said some fixtures may be reusable depending on the condition upon removal. Dan explained the advantage of modular furniture, the consistency in all the rooms and the ability to have the meeting room table wired for lap tops, computers and conference calls.

Dan also explained that all the rooms will have 32oz. carpet except for the lunch room. He said it hide stains, requires very little prep work and will be glued directly to the cement floor. He said there were other methods like tile however the prep work would be very costly.

Commissioner McMullen asked Dan if all the furniture had to be replaced or is it for cosmetic.

Dan explained all the furniture stood in salt water and the legs are starting to flair out.

Commissioner Khachaturian asked Dan if the ramp was required by code. Dan said the ADA law states you must have the best accessible route and he felt the side door was the best choice.

Mr. Fischer asked Kevin of R3M to explain about the air curtain. Kevin said air curtains are used for doors that are constantly open like at Costco and they are very costly because they always run.

Kevin explained that the 3 wall heating/air units located in the kitchen, engineers office and file room were the main entry point of water coming into the administration building. He said they are expensive to replace and repair. They intend to put units (heat and air conditioning) in the ceiling with their own temperature control.

Chairman Vella asked Kevin if he intended to take the wall units out. Kevin said yes to seal up the holes. He said they couldn't match the brick but intend to leave the grills there.

Commissioner McMullen asked if carpet is better then tile.

Dan explained that the prep work to put tile down was tremendous and the installation costly.

Commissioner McMullen asked about the thickness of the padding. Dan said there's no padding, carpet glued directly to the floor.

Chairman Vella said that the carpet didn't feel very thick and asked if it would be OK for the workers on the cold cement floor.

Dan said that 32oz. was more than enough for comfort.

Commissioner McMullen asked Dan about the warranty. Dan said he wasn't sure and would get back to her.

Commissioner McMullen asked if the life of tile was longer than the carpet. Dan said tile life was longer. Chairman Vella said that carpet was warmer.

Charles Hoffman called point of order and asked if Dan could stay so he could ask him some questions.

Mr. Fischer explained that he would put forth a proposal for the design and send it to everyone and have a resolution for approval Monday night.

Manuel Ponte said bids will be ready by next Tuesday, advertise for bids and receive bids in 21 days. He hopes to award a bid at April's meeting and work will proceed for 3 to 4 months.

Commissioner McMullen asked where everyone will work while the restoration is being done.

Mr. Fischer explained that he would get PODs to move files & furniture out.

Manuel Ponte said the cost is estimated at \$400,000 to \$500,000.

Commissioner McMullen asked Mr. Fischer if he received any money from the insurance company yet. He said no.

Disaster Recovery Update

Mr. Fischer announced that after a building to building review, the estimated cost for recovery is \$17,212,426.00. He said that \$10,000,000 of the damages are in the incinerator building. He stated that to date we have spent approx. \$2.4 million dollars, \$906,000 of that went towards sludge hauling. Mr. Fischer explained that BRSA is almost out of the emergency phase and is approaching the recovery phase.

Mr. Fischer explained to the Commissioners that in November, 2012 the former Board hired a FEMA Consultant who worked for CDM. FEMA has since hired CDM staff which becomes a potential conflict of interest for BRSA.

Mr. Fischer stated it would be best to seek proposals for a FEMA Consultant and said that Arcadis & PS&S have both indicated they have such Consultants.

Commissioner McMullen asked if CDM gave any recommendations.

Mr. Fischer said that could also be a conflict of interest.

Chairman Vella said he has been at meetings and these guys are very knowledgeable when it comes to FEMA.

Mr. Fischer said CDM was very helpful up to this point and had recommended I hire a temp. to take care of all flood invoices and recording of damages. Denise was hired as a result and she logs all invoices & makes spread sheets to submit to the insurance companies and FEMA.

Commissioner McMullen questioned Mr. Horton the Arcadis Consultants being based out of Florida.

Pete Canal said he is but intends to stay in New Jersey for the duration.

Commissioner Steiner said a group presented themselves to Union Beach and they get a percentage of what is recovered.

Mr. Fischer reassured Commissioner Steiner that Arcadis is paid an hourly rate.

Commissioner Sutton stated that if we hired CDM first then FEMA should have had the conflict not us.

Public Portion

At 8:00 PM Chairman Vella announced that this portion of the meeting is now open to the public for comments or questions related to Agenda items only. The public is reminded; only questions or comments specific to the scope of the Agenda items are to be addressed at this time. As a courtesy to all, please be mindful of limiting your comments accordingly.

Charles Hoffman of Florence Avenue in Hazlet asked Dan if he could see the drawing of the administration building. He asked Dan if the U shape conference table design would take away from the space for the public. Dan said no it would open it up.

Charles Hoffman stated that he was no contract specialist. The Board should terminate the contract with Conti & have the State Legislators contact NJEIT to cancel BRSA's debt-just put it aside, and investigate other use of the turbine base. He said other renewable energy use for the turbine base could be solar panels. He stated they may overlap over the wetlands and we should extend sharing with the County.

Staff Engineer Report

Pete spoke about the Dorr Oliver incinerator and Chavond Barry's plan to divide the project into two phases. He anticipates having draft bids by next week. We are still waiting for DEP's decision on the permit amendment to increase the Dorr Oliver run time.

Pete is preparing a resolution to award the Flow Meter Calibration and Actuator bid spec contract next Monday night. The total was \$19,306.00 including some service work. Maser Consulting Engineers will be doing the work.

Pete informed Jim Gorman that the Hypo contract needs to be reviewed and signed.

Mr. Fischer explained that BRSA has two treatment plants and under our NJDEP permit effluent samples must include both plants. The single sampling point is located in the Outfall Junction Chamber (OJC) located in the wetlands. There is no electricity or sampling pipe. Planning Progress, LLC has been retained to acquire the permit to install a cat walk to get to the chamber. Pete is preparing a resolution to reduce The Bluffs @ Aberdeen payment bond from \$693,467 to \$632,246 since they have made recent connections fee payments in accordance with the Developers Agreement. He also stated that Camelot @ Marlboro came in with plans of approx. 250 units and the engineer, William Wentzien of Cranmer Engineering said the applicant (Kaplan Associates) will be seeking a Developer's Agreement.

Chairman Vella ask how much the connect fee is. Pete said approx. \$1.7 million.

Jim Gorman said that the Developer's Agreement language should be put in our Rules & Regulations. Pete reported the Collection System cleaning is ongoing and looks like it will come in under budget.

Pete said the Fire Alarm/Sprinkler System received extensive damage from Superstorm Sandy at the cost of \$50K. Total Fire Safety, LLC still has to test the main panels in each building to see if they could be repaired or need to be replaced. This is the main reason why we have to have employees at the plant 24/7.

Commissioner Sutton said that we have to get away from that.

Consulting Engineer

Manuel Ponte reported that he and Kevin have been working very closely with the BRSA staff. He said that the Final Flow figures were calculated and available of adoption next Monday. He explained the calculation (from his report) used being Superstorm Sandy wiped out the meters.

Mr. Fischer asked Mike Broyles about the flows before the storm.

Mike said that the flows were relatively low.

Chairman Vella stated that everyone should be getting money back.

Jim Gorman asked Manuel Ponte if he still calculated I&I for Hazlet.

Manuel Ponte said yes.

Superintendents Report

Mike Broyles reported that the wet well cleaning was done last week, overnight, and all the sewer pumps are pumping at capacity. He said that the DEP was here for an inspection and they had no issues with us. The DEP is anxious for BRSA to get their 2nd plant on line in case of substantial rainfall which may cause us problems. Mike said the 2nd plant may be online in 1 or 2 weeks. The DEP also did a collection system inspection with Roy.

Mike reported that Mike Dow (BRSA electrician), himself and Chuck Theodore as well as Kevin and Mr. Fischer did a safety tour of the plant. He stated that most employees are very careful but accidents do happen.

Mr. Fischer said that he is having a General Staff meeting on Thursday to go over their findings. The main focus is securing our damaged electrical system to protect the workers and contractors. Mike reported that the IPP report was submitted to the State including a summary of this year's activity.

Mike also informed the New Commissioners that he needed to take their pictures after the meeting for their ID cards.

Commissioner McMullen asked Mike about the lost time report especially the operators. Mike explained that one incident has not been ruled workers comp. yet and one was a shoulder pain from pulling debris out of a manhole. Operators work the most hours, are all over the plant and are most exposed to an incident.

Commissioner Sutton asked if the accidents are on the OSHA log. Mike said yes.

Executive Director's Report

Mr. Fischer reported that BRSA's NJPDES permit expires 8-31-13 and must be submitted 180 days prior to expiration.

Mr. Fischer announced that BRSA won the Wave Award that was submitted by R3M for our outstanding response to Superstorm Sandy. The presentation will be on Wednesday, March 13th at the Golden Nugget in Atlantic City. Chairman Vella, BRSA Staff members and an employee who was working the night of the storm will attend. Mr. Fischer asked if any other Commissioner would like to attend.

Mr. Fischer reported on the Sludge Management which the NJDEP realized is a major issue in the State of NJ. Several major sewerage authorities went offline during Superstorm Sandy and had to come up with alternative ways to get rid of sludge. Atlantic County Utility Authority, Stony Brook Regional Sewerage Authority, Somerset Raritan Valley Sewerage Authority, Mount Holly Sewerage Authority all accepted sludge from damaged plants and the State realizes the necessity for a disaster plan. He said part of our emergency plan is to have the DEP issue a new permit for our Dorr Oliver incinerator to run 24/7.

Chairman Vella asked Mr. Fischer if the DEP said they would issue the permit right away.

Mr. Fischer said they will probably take up to 120 days and the Consulting Engineer submitted a backup letter to the DEP after our meeting with them.

Executive Session

Chairman Vella calls for a **MOTION** to go into Closed Session for matters on PERSONNEL at 8:50 P.M. 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 will be taken to discuss matters falling within attorney-client privileges, specifically, pending and anticipated litigation, matters of employment and the terms and conditions of the collective bargaining agreement. 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.

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

AYES: Commissioners Khachaturian, McMullen, Pisano, Steiner, Sutton and Vella

CLOSED SESSION MINUTES ARE RECORDED SEPERATELY

At 9:15 P.M. Chairman Vella calls for a **MOTION** to end Closed Session.

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

AYES: Commissioners Khachaturian, McMullen, Pisano, Steiner, Sutton and Vella

Chairman Vella calls for a **MOTION** to go into Closed Session for matters of LITIGATION at 9:18 P.M.

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

AYES: Commissioners Khachaturian, McMullen, Pisano, Steiner, Sutton and Vella

CLOSED SESSION MINUTES ARE RECORDED SEPERATELY

At 10:10 P.M. Chairman Vella calls for a **MOTION** to end Closed Session.

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

AYES: Commissioners Khachaturian, McMullen, Pisano, Steiner, Sutton and Vella

Approval of Minutes

Chairman Vella calls for a **MOTION** to approve the following Minutes:

Agenda Meeting of February 11, 2013

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

AYES: Commissioners Khachaturian, McMullen, Pisano, Steiner, Sutton and Vella

Adjournment

Chairman Vella announced that the next Regular Meeting of the BRSA will be held on Monday, March 18, 2013 @ 7PM prevailing time. At 10:25 PM

Chairman Vella calls for a **MOTION** to Adjourn the meeting.

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

AYES: Commissioners Khachaturian, McMullen, Pisano, Steiner, Sutton and Vella

Respectfully submitted,

Susan A. DuBey