

Monday Afternoon
 Riverside, NJ
 May 9, 2022
Regular Meeting
 4:40pm

STATEMENT:

Public Notice of this meeting pursuant to the Open Public Meetings Act has been given by the Riverside Sewerage Authority in the following manner:

- 1) Posting written notice on the official bulletin board at the Township Administrative Office Building on February 16, 2022.
- 2) Written notice was delivered to the Burlington County Times and the Courier Post on February 16, 2022.
- 3) Filed written notice with the Clerk of the Township of Riverside on February 16, 2022.

The Regular Meeting of the Riverside Sewerage Authority was held at the Riverside Township Municipal Building.

FLAG SALUTE:

Chairman Horton led the Flag Salute.

ROLL CALL:

Mr. Mingin – not in attendance, Mr. Giovanetti – present, Mr. George Conard – present, Mr. Van Meter – present, Mr. Horton – present.

Also present: Authority Secretary Susan M. Dydek, Authority, Treasurer Meghan Jack and Superintendent Joseph Bader.

Authority Secretary Dydek left the meeting at 4:42pm.

RESOLUTION:

Mr. Conard made a motion to adopt Resolution 2022 - #19 entitled, "Resolution to Designate the Position of Purchasing Agent" seconded by Mr. Van Meter. Upon roll call the vote was as follows: Ayes – Messrs. Giovanetti, Conard, Van Meter and Horton. Nays – None. Abstain None. Motion carried.

Mr. Conard made a motion to adopt Resolution 2022 - #20 entitled, "Appointment of a Qualified Purchasing Agent" seconded by Mr. Giovanetti. Upon roll call the vote was as follows: Ayes – Messrs. Giovanetti, Conard, Van Meter and Horton. Nays – None. Abstain None. Motion carried.

**RIVERSIDE SEWERAGE AUTHORITY
RESOLUTION 2022 - #19
RESOLUTION TO DESIGNATE THE POSITION OF PURCHASING AGENT**

WHEREAS, P.L. 2009, c. 166, codified as N.J.S.A. 40A:11-2 et seq., supplementing and amending Chapter 11 of Title 40A of the New Jersey Statutes allows local contracting units in New Jersey to create the position of Purchasing Agent; and

WHEREAS, the Riverside Sewerage Authority desires to create the position of a Qualified Purchasing Agent;

NOW, THEREFORE, BE IT RESOLVED by the Riverside Sewerage Authority that the position of Purchasing Agent is hereby created for the Riverside Sewerage Authority; and

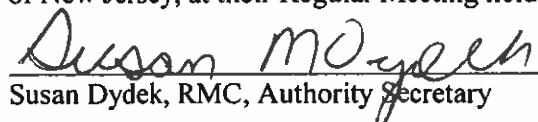
BE IT FURTHER RESOLVED as follows:

- 1) The Purchasing Agent shall be appointed by the Riverside Sewerage Authority; and
- 2) The Purchasing Agent shall possess a valid Qualified Purchasing Agent certificate, as issued by the New Jersey Division of Local Government Services, Department of Community Affairs; and,
- 3) The Purchasing Agent shall have the authority, responsibility and accountability for the purchasing activity for the Riverside Sewerage Authority, to prepare public advertising for bids and to receive bids and requests for proposals for the provision or performance of goods, services and construction contracts on behalf of the Riverside Sewerage Authority, and to award contracts permitted through New Jersey statutes and in accordance with the regulations, forms and procedures promulgated by state regulatory agencies in the name of the Riverside Sewerage Authority, and conduct any activities as may be necessary or appropriate to the purchasing function of the Riverside Sewerage Authority; and,
- 4) The Public Bidding Threshold and the Quotation Threshold shall be set forth by the State of New Jersey, Office of the Comptroller pursuant to N.J.S.A. 52:15C-10 et. seq and N.J.S.A. 40A:11-3.

Authority Member	Motion	2 nd	Yes	Abstain	No	Absent
Horton			X			
Conard	1st		X			
Mingin						X
Giovanetti			X			
Van Meter		2nd	X			

CERTIFICATION

I, Susan M. Dydek, RMC, Authority Secretary, hereby certify that the foregoing Resolution was duly adopted by the Riverside Sewerage Authority, in the Township of Riverside, County of Burlington, State of New Jersey, at their Regular Meeting held on the 9th day of May, 2022.



 Susan Dydek, RMC, Authority Secretary

RESOLUTION 2022 - #20
APPOINTMENT OF A QUALIFIED PURCHASING AGENT

WHEREAS, there exists a need for a Qualified Purchasing Agent; and

WHEREAS, funds are available for this purpose; and

WHEREAS, N.J.A.C. 5:34-5 et. seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, Julia Edmondson possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et. seq.

NOW, THEREFORE, BE IT RESOLVED by the Riverside Sewerage Authority in the Township of Riverside, County of Burlington, New Jersey hereby appoints Julia Edmondson as the Qualified Purchasing Agent for the Riverside Sewerage Authority to exercise the duties of a purchasing agent pursuant to N.J.S.A. 40A:11-2(30), with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the contracting unit effective May 1, 2022.

BE IT FURTHER RESOLVED that in pursuant with N.J.A.C. 5:34-5.2 the Authority Secretary is hereby directed to forward a certified copy of this resolution and a copy of Julia Edmondson's certification to the Director of the Division of Local Government Services.

Committee Member	Motion	2 nd	Yes	Abstain	No	Absent
Kimble			X			
Higgins			X			
Weaver		2ND	X			
Giovanetti	1ST		X			
Kirk			X			

CERTIFICATION

I, Susan Dydek, RMC, Authority Secretary, hereby certify that the foregoing resolution was duly adopted by the Riverside Sewerage Authority at its Regular Meeting held on the 9th day of May, 2022.



 Susan Dydek, RMC
 Riverside Township Clerk

APPROVAL OF MINUTES:

Mr. Conard stated that the minutes of April 11, 2022 should be amended to reflect that he was present at the meetings.

Motion made by Mr. Conard, seconded by Mr. Van Meter that the minutes of the Work Session Meeting of April 11, 2022 be approved carried.

Motion made by Mr. Giovanetti, seconded by Mr. Conard that the minutes of the Regular Meeting of April 11, 2022 be approved carried.

PUBLIC PORTION – (TECHNICAL):

In seeing no members of the Public wishing to speak, Mr. Conard made a motion to close Public Portion (Technical,) seconded by Mr. Giovanetti carried.

OLD BUSINESS:

- 1) Hiring of two (2) laborer positions – Mr. Giovanetti, Mr. Horton and Assistant Superintendent Jeffrey Conard will conduct the interviews.

NEW BUSINESS:

- 1) Victor Fernandes – 206 Fairview Street – Sewer backing up into the basements of 206 and 208 Fairview Street. Superintendent Bader reported that the inspection revealed that this is the homeowner's problem.
- 2) Riverside Township Code Enforcement Officer – Sewer overflowing at 221 Taylor Street. Superintendent Bader reported that the inspection revealed that this is the homeowner's problem.
- 3) CDL Policy – New class requirements for new and existing employees. Treasurer Jack will provide a draft policy.
- 4) 11-13 Pavilion Avenue. This issue has been resolved.

CORRESPONDENCE:

- 1) Joe and Kelly Bader – Thank you card.

REPORTS:**PLANT:**

Mr. Conard reported that there were problems at the lab and Superintendent Bader will report on this issue further.

APPEALS

Mr. Mingin had no report.

REVENUE AND FINANCE:

Mr. Giovanetti had no report.

STREETS:

Mr. Van Meter had no report but questioned the Township Curb Cut Project.

INSPECTIONS:

Mr. Horton reported that he performed an inspection at 11-13 Pavilion Avenue to determine the number of billing units.

SUPERINTENDENT'S REPORT:

Superintendent Bader reported that the total Suspend Solids Removal Efficiency was not in compliance with the Permit. Superintendent Bader believes that this was due to a reporting error with an Influent TSS result from the lab. The Plant commonly receives an Influent TSS of 200 mg/l or higher. On March 16, 2022, the lab reported an Influent of 48 mg/l which affected the TSS Removal Efficiency.

The Carter Pump #1 has been returned to service after Willier completed the repairs. The pump is now operating as designed.

Motion made by Mr. Giovanetti, seconded by Mr. Van Meter to accept the Superintendent's Report carried.

ENGINEER'S REPORT:

The Engineer's Report was distributed. There were no questions or concerns presented.

Motion made by Mr. Conard, seconded by Mr. Giovanetti to accept the Engineer's Report as read, carried.

MONTHLY FINANCIAL REPORT:

Treasurer Jack reported that she is currently working on the Audit.

Motion made by Mr. Conard, seconded by Mr. Giovanetti to accept the Treasurer's Report carried.

BILLS AND EXPENDITURES:

Motion made by Mr. Conard, seconded by Mr. Van Meter that all bills and expenditures be paid carried.

PUBLIC PORTION (INFORMATIONAL)

In seeing that no members of the public wishing to speak, motion made by Mr. Conard and Mr. Giovanetti that Public Portion (Informational) be closed carried.

**RIVERSIDE SEWERAGE AUTHORITY
PLANT OPERATOR'S REPORT
AUTHORITY MEETING – May 9, 2022**

1. The Plant Performance Summary for March, 2022 is attached for review. The Total Suspend Solids Removal Efficiency was not in compliance with the Permit. I believe this was due to a reporting error with an Influent TSS result from the lab. The Plant commonly receives an Influent TSS of 200 mg/l or higher. On March 16, 2022 the Lab reported an Influent TSS of 48 mg/l which affected the TSS Removal Efficiency.

The Residuals [Sludge] Management Summary for March, 2022 is also attached for review. Dewatered sludge [25 yds] were removed by the Seaside Waste Services for composting at the County facility.

2. The Trouble Log Summary for April, 2022 is attached for review.

One Properties was reported to the NJDEP for a lateral vent overflow this reporting period.

a) 221 Taylor Street - NJDEP Case # 220426113242.

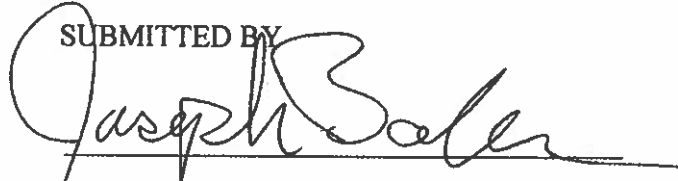
3. There is no Line Maintenance Summary for April, 2022 attached for review.
4. No measurements were taking for the Secondary Digester Cover tilt during this reporting period.

[The Secondary Digester is not operating as designed. The Secondary Digester Dome requires methane gas produced in the Primary Digester for the secondary roof to float correctly.

5. Carter Pump # 1 has been returned to service after Willier completed the repairs. The pump is now operating as designed.
 6. An Emergency Condition still exists at the Hooker Street Pump Station. The parts for the Pneumatic Ejector Controller have been delayed. The station pumps are operating, but not as designed. Waiting on delivery of parts.
 7. The Hot Water Recirculation Pump for the Boiler used to heat the Primary Digester Sludge is in need of repair. To treat the sludge in the Primary Digester properly, the sludge needs to be maintained in a certain temperature range. Four Quarters Plumbing was contacted. Waiting on delivery of pump.
-
8. Sand Filter # 1 has been removed from service for inspection and maintenance. The NJDEP Case # is 211108074550.

**RIVERSIDE SEWERAGE AUTHORITY
PLANT OPERATOR'S REPORT
AUTHORITY MEETING - May 9, 2022**

SUBMITTED BY

A handwritten signature in black ink that reads "Joseph Bader". The signature is written in a cursive style with a large initial "J" and "B".

JOSEPH G. BADER
SUPERINTENDENT

PLANT PERFORMANCE SUMMARY

March-22

PARAMETER	PERMIT	REPORTED	PARAMETER	PERMIT	REPORTED
FLOW, INFLUENT			NITRATE (AS N), EFFLUENT 1 / 6 months		
Monthly Avg	Report	0.711 MGD	Mon Avg Conc	Report	21.30 MG/L
Daily Maximum	Report	0.863 MGD	Daily Max Conc	Report	21.30 MG/L
FLOW, EFFLUENT			E. COLI 2 / month		
Monthly Avg	Report	0.666 MGD	Monthly Avg	Report	48.00 /100ML
Daily Maximum	Report	0.719 MGD	Instant Max	Report	72.00 /100ML
5 DAY BOD, INFLUENT			FECAL COLIFORM, EFFLUENT Require Reuse Only		
Mon Avg Conc	Report	291.00 MG/L	Monthly Avg	200/100ML	573.57 /100ML
Weekly Avg Conc	Report	344.00 MG/L	Weekly Avg	400/100ML	2419.00 /100ML
5 DAY BOD, EFFLUENT			BIOASSAY, EFFLUENT		
Mon Avg Load	98 KG/D	55.97 KG/D	LC50 96 hr Acute	50	#DIV/0!
Weekly Avg Load	147 KG/D	61.36 KG/D	IC28 7 day Chron	Report	#DIV/0!
Mon Avg Conc	30 MG/L	22.40 MG/L	CHLORINE PRODUCED OXIDANTS, EFFLUENT		
Weekly Avg Conc	45 MG/L	25.50 MG/L	Mon Avg Conc	Report	1.40 MG/L
5 DAY BOD REMOVAL EFFICIENCY			Daily Max Conc	Report	1.50 MG/L
Mon Avg Min	88.5	92.30 %	TEMPERATURE, INFLUENT		
pH, INFLUENT			Minimum	Report	12.9 DEG C
Minimum	Report	7.10 S.U.	Monthly Avg	Report	15.8 DEG C
Maximum	Report	7.64 S.U.	Maximum	Report	17.0 DEG C
pH, EFFLUENT			TEMPERATURE, EFFLUENT		
Minimum	6.00 S.U.	6.37 S.U.	Minimum	Report	9.1 DEG C
Maximum	9.00 S.U.	7.10 S.U.	Monthly Avg	Report	14.6 DEG C
TOTAL SUSP SOLIDS, INFLUENT			Maximum	Report	17.1 DEG C
Mon Avg Conc	Report	186.0 MG/L	DISSOLVED OXYGEN, EFFLUENT		
Weekly Avg Conc	Report	306.0 MG/L	Wdy Avg Conc	4.0 MG/L	4.09 MG/L
TOTAL SUSP SOLIDS, EFFLUENT			PHOSPHOROUS, EFFLUENT 1 / month		
Mon Avg Loading	113 KG/D	79.98 KG/D	Mon Avg Conc	Report	7.2 MG/L
Weekly Avg Load	170 KG/D	82.49 KG/D	Weekly Avg Conc	Report	7.2 MG/L
Mon Avg Conc	30 MG/L	32.67 MG/L	COPPER, EFFLUENT Quarterly only		
Weekly Avg Conc	45 MG/L	34.00 MG/L	Mon Avg Conc	Report	Code=n MG/L
TOTAL SUSP SOLIDS REMOVAL EFFICIENCY			Daily Max Conc	Report	Code=n MG/L
Mon Avg Mini	85	82.44 %	ZINC, EFFLUENT Quarterly Only		
OIL & GREASE, EFFLUENT Quarterly			Mon Avg Conc	Report	Code=n MG/L
Mon Avg Conc	10 MG/L	0 MG/L	Daily Max Conc	Report	Code=n MG/L
Daily Max Conc	15 MG/L	0 MG/L	Total Dissolved Effluent 1/month		
AMMONIA NITROGEN (NOV-APB), EFFLUENT			Mon Avg Conc	Report	470.0 MG/L
Mon Avg Loading	75.7 KG/D	38.74 KG/D	Daily Max Conc	Report	470.0 MG/L
Daily Max Loading	151.4 KG/D	38.74 KG/D			
Mon Avg Conc	20 MG/L	16.10 MG/L			
Daily Max Conc	40 MG/L	16.10 MG/L			

RESIDUALS MANAGEMENT SUMMARY

March-22

SLUDGE PRODUCED			RAW SLUDGE		
Total Gallons		gal	% Total Solids, minimum	1.3	%
Average Gallons/Day	0	gpd	% Total Solids, average	2.8	%
Total Dry Tons	0	dt	% Total Solids, maximum	4.3	%
Average Dry Tons/Day	0	dt/d	% Total Volatile Solids, minimum	75.8	%
Total Metric Tons	0	mt	% Total Volatile Solids, average	79.25	%
Average Metric Tons/Day	0	mt/d	% Total Volatile Solids, maximum	81.8	%
			pH minimum	6.04	s.u.
			pH maximum	6.02	s.u.
LIQUID SLUDGE REMOVED			sludge sample temperature, min	15.5	C
Total Gallons		gal	sludge sample temperature, avg	18.9	C
Average Gallons/Day	0	gpd	sludge sample temperature, max	19.5	C
Total Dry Tons	N.R.	dt			
Average Dry Tons/Day	N.R.	dt/d	PRIMARY DIGESTER SLUDGE		
Total Metric Tons	N.R.	mt	% Total Solids, minimum	0.8	%
Average Metric Tons/Day	N.R.	mt/d	% Total Solids, average	0.95	%
% Total Solids, Minimum	N.R.	%	% Total Solids, maximum	1.3	%
% Total Solids, Average	N.R.	%	% Total Volatile Solids, minimum	74.2	%
% Total Solids, Maximum	N.R.	%	% Total Volatile Solids, average	78.925	%
pH, Minimum	N.R.	s.u.	% Total Volatile Solids, maximum	83.3	%
pH, Maximum	N.R.	s.u.	pH minimum	4.55	s.u.
			pH maximum	5.06	s.u.
DEWATERED SLUDGE REMOVED			sludge sample temperature, min	23.2	C
Total Gallons to Belt Press		gal	sludge sample temperature, avg	27.7	C
Average Gallons/Day		gpd	sludge sample temperature, max	29	C
% Total Solids, minimum	21.4	%			
% Total Solids, average	22.475	%	SECONDARY DIGESTER SLUDGE		
% Total Solids, maximum	23.5	%	% Total Solids, minimum	0.4	%
% Total Volatile Solids, minimum	76.20	%	% Total Solids, average	1.95	%
% Total Volatile Solids, average	80.60	%	% Total Solids, maximum	3.5	%
% Total Volatile Solids, maximum	86.40	%	% Total Volatile Solids, minimum	72.5	%
Total Wet Cubic Yards Removed	0	cu yd	% Total Volatile Solids, average	75.55	%
Average Wet Cubic yards/day	0.00	cy/d	% Total Volatile Solids, maximum	78.6	%
Total Dry Tons	0	dt	pH minimum	5.09	s.u.
Average Dry Tons/Day	0	dt/d	pH maximum	5.18	s.u.
Total Metric Tons	0	mt	sludge sample temperature, min	22.7	C
Average Metric Tons/Day	0	mt/d	sludge sample temperature, avg	26.86667	C
			sludge sample temperature, max	30.8	C
OPERATIONS					
Heat Exchange, Temp In, min	80.0	°F	VOLATILE SOLIDS REDUCTION		
Heat Exchange, Temp In, avg	86.5	°F	Raw to Secondary Digester, minimum	59.5	%
Heat Exchange, Temp In, max	108.0	°F	Raw to Secondary Digester, average	19.0951727	%
Heat Exchange, Temp Out, min	80.0	°F	Raw to Secondary Digester, maximum	59.5	%
Heat Exchange, Temp Out, avg	87.1	°F			
Heat Exchange, Temp Out, max	96.0	°F			
Detention Time, Primary Digester	#DIV/0!	days			
Detention Time, Secondary Digester	#DIV/0!	days			

April 2022 Trouble Log Summary

Date	Report #	Address	Condition(s) Reported	Condition(s) Found	Disposition
4/4/2022	2022-032	130 HANCOCK STREET	MH frame/cover damaged/missing	MH frame/cover damaged	Repair/replace MH frame/cover
4/12/2022	2022-033	208 FAIRVIEW STREET	Backflow into property	Main clear	Notified owner/tenant
4/15/2022	2022-034	120 KOSSUTH STREET	Vent overflow	Main clear	Notified owner/tenant
4/18/2022	2022-035	633 KOSSUTH STREET	Vent overflow	Main clear	Notified owner/tenant
4/19/2022	2022-036	200 BLOCK FILMORE STREET	Slow/no drainage	Main slow	Flush/vac/root cut sewer main
4/26/2022	2022-037	221 TAYLOR STREET	Vent overflow	Main clear	Notified owner/tenant
4/28/2022	2022-038	154 EAST WASHINGTON STREET	Vent overflow	Main clear	Notified owner/tenant
4/28/2022	2022-039	BEM STREET & PALMER STREET	Markout request	Main clear	Markout main/lateral/vent
4/30/2022	2022-040	TENBY CHASE APT. BUILDING G	Slow/no drainage	Main slow	Flush/vac/root cut sewer main

There being no further business to attend to, motion made by Mr. Giovanetti and Mr. Conard that the meeting be adjourned, and so declared by Chairman Horton.


Susan M. Dydek, RMC
Authority Secretary

Riverside Sewerage Authority

