

The MINUTES of the meeting of the DELAWARE TOWNSHIP MUNICIPAL UTILITIES AUTHORITY held on June 3, 2021 in the township Municipal Building.

“Adequate notice of this meeting has been provided, indicating the time and place of the meeting and the proposed agenda, which notice was posted, made available to newspapers, and filed with the Clerk of the Township of Delaware in accordance with Section 3(d) of Chapter 231 of the Public Laws of 1975.

Members present:

Chairman	John Sterbinsky	PRESENT
Vice chairman	Tim Drew	PRESENT
Treasurer	Jim Mathews	PRESENT
Executive Secretary	Tim Drew	xxxxxxx
Member	Steven Toye	PRESENT
Member	Mario Russo	PRESENT
First Alternate	Tim Soltis	PRESENT
Alternate	Joe Vocke	ABSENT
Recording Secretary	Dianne Rankin	PRESENT

MR. DREW ASKED TO TABLE THE MINUTES OF THE MAY 6, 2021 MEETING. He asked that a correction be made and the corrected minutes be presented at the July meeting.

Chairman Sterbinsky welcomed newest member Tim Soltis to the Board.

Chairman Sterbinsky asked members from the audience to introduce themselves to the Board and asked that there be a 3 minute limit on each presentation with Mr. Russo timing the session. Present at the meeting were Chris Wilson, Jim Huntington, Tony Mazzella and John Teluka from Applied Water Management. Also present were DTMUA employees Mike Schneider, Dwain Floyd and Leon Floyd. Mr. Wilson briefly detailed some of the problems at the facilities caused by lack of communications and not reporting problems when they needed to be resolved. He said data; especially pH, lead and copper; was not being entered on a timely basis and he had problems with filing reports to the State when required. As the licensed operator he is ultimately responsible for all operations. Currently data is entered into a paper log book but they have an app to enter data into a digital log book. Mr. Huntington explained the data could be entered digitally and immediately all personnel would be aware of any problems or ongoing issues so that communications would not be a problem. Chairman Sterbinsky said that for 7 years we never had a problem with pH. Mr. Wilson said that several times this year the pH has been off. This is of concern because when it happens notification to the NJDEP is required. Once the pH level is off it requires a lot of monitoring and additional testing and this is what is not being done as it should be. He cited an example of the lack of communication and the recent pH problem. The heater breaker blew, the line froze, the line was replaced by Mike Schneider but it failed causing pH level problem and he was not notified of the problem for 2 or 3 days. He said sometimes saving a dime causes bigger and more

costly problems. This in-house fix got out of hand and NSU was not notified. He said again that continued monitoring and follow up on an hourly basis is what is needed to correct the pH problem when this happens. Mr. Mathews asked if this was the caustic soda delivery system. Dwain Floyd, former employee, said he would monitor these problems every few hours when he was there and there was a list of contacts to call when there were problems. He would go down the list and call until he got someone. Chairman Sterbinsky said we use part-time employees who have other jobs so the change in readings over the short period makes it hard for them to follow up. Dwain Floyd said the malfunction of the heater is what caused the problem. He said the temperature in the well heater has to be above 65 degrees. Mike Schneider asked Chris Wilson if parastolic pumps would be better. Mr. Schneider gave Mr. Wilson some information he found for these pumps to look at.

Chairman Sterbinsky said we still need to fix the aerator motor replacement. He said we have resources and talent in-house to do this work. Mr. Wilson said as long as a repair doesn't affect compliance he does not object. Mr. Mazzella addressed the way the new motor was being stored and how this could affect performance if the shaft bends from the weight of the motor in this position. Chairman Sterbinsky asked for a list of spare parts inventory. Mr. Huntington said he believes they have most of the parts. Chairman Sterbinsky said that NSU should receive the monthly reports and minutes. Mr. Mathews asked why some of the items under discussion are not on the capital improvement list. Chairman Sterbinsky asked Mr. Huntington if there was available a life cycle plan or an audit on the plant process and equipment. Mr. Huntington said that would be easier for the water plant than the sewer plant. Sewer plants are more complicated and less predictable.

Mr. Huntington said communication has to improve and it is a struggle to get data on a timely basis. He suggested we install an iPad at the plant where data can be entered and accessed remotely. That way the operator will know immediately what the status is ahead of time. Chairman Sterbinsky asked Mr. Russo to follow up on the equipment and a plan for this idea.

The Board asked Mr. Schneider how he would replace the aerator. He said he has an engine pull that he and Mr. Lee would use to pull it out of the tank and place it on the catwalk to install the new motor. He also said his idea to install an analyzer would be more expensive than the NSU bid.

Chairman Sterbinsky asked Mr. Schneider to get rid of the bamboo growing at the sewer plant.

Then the Board addressed the work order from NSU for the replacement of the aerator motor. Mr. Toye addressed the safety factor and if the catwalk would hold two men and a 300-400 pound motor according to Mr. Schneider's plan. Chairman Sterbinsky said Mr. Schneider's way of doing it was cheaper but safety and OSHA requirements are important. He said NSU has the best interest of the DTMUA and not just wanting money. MR. DREW MOVED TO APPROVE THE NSU WORK ORDER FOR \$3790 TO REPLACE THE AERATOR MOTOR WITH THE NEW ONE JUST PURCHASED BY THE DTMUA. Mr. Russo seconded the motion. The motion was approved. Mr. Soltis abstained.

The Board reviewed the second work order from NSU to install an upgraded chemical injection system with pH sensor at the well. This was part of the mediation settlement with the NJDEP after our recent pH levels were not in compliance. The first option included an alarm system to notify the operator when the levels are out of compliance and would cost \$9132. The second option would automatically adjust the levels in real time and would cost \$17579. MR. DREW MOVED TO APPROVE OPTION #2 FOR \$17579 TO AUTOMATICALLY ADJUST pH LEVELS. Mr. Mathews seconded the motion. The motion was approved.

Chairman Sterbinsky addressed the DTMUA opening statement on the website and made corrections. He asked Mrs. Rankin to see that the corrections are made.

Mrs. Rankin asked the Board to consider putting up cameras in both facilities not only for security but safety purposes.

MR. MATHEWS MOVED TO APPROVE THE BILLS AMOUNTING TO \$19160.85 INCLUDING PAYROLL. Mr. Drew seconded the motion. The bills were approved.

Since the meeting was long Chairman Sterbinsky asked Mrs. Rankin if they could postpone the closed session until the next meeting. She agreed. Mrs. Rankin presented time sheets she had been keeping to show her work load. The sheets were for February (presented in March), March and April. May was not completed. The Board said they wanted them presented in the same format as the plant workers. Mrs. Rankin mentioned that because of reduced hours when a bookkeeper was hired she believed she would not get a raise. It was noted she spends several hours folding flyers for mailings. Chairman Sterbinsky took the worksheets and said he would prepare a grid. He asked the Board to think about this issue and bring their thoughts to the meeting.

AT 10:15 PM MR. DREW MOVED TO ADJOURN THE MEETING. Mr. Mathews seconded the motion. The meeting was adjourned.

Respectfully submitted,

Dianne Rankin