

## THE OCEAN COUNTY UTILITIES AUTHORITY

MEETING: Minutes of Caucus Meeting of The Ocean County Utilities Authority

DATE: April 22, 2025

TIME: 4:06 p.m.

PLACE: 501 Hickory Lane, Bayville, New Jersey

PRESENT: Alan W. Avery, Jr., Chairman  
Carol A. Scull, Board Secretary  
Reverend Oscar L. Cradle, Sr.  
Menashe P. Miller  
James A. Daly  
Joanne Gilmore  
Steven C. Kennis  
Frank J. Nicolato  
Keith B. Marcoon, Executive Director  
Lisa A. Contessa, Assistant Secretary  
Lynne A. Dunn, Esq., Counsel  
William Demand, Director, Finance  
Avril Limage, Manager/Director, Human Resources  
Robert Shertenlieb, Sr. Director, Operations and Maintenance  
Neil O'Regan, Manager/Director Engineer & Construction  
Randy Martin, Manager/Director, Information Services  
Christine Cairns, Purchasing Agent

C. Scull (snc)

K. Marcoon

### Opening Statement

Chairman Avery welcomed everyone to the regular caucus meeting of The Ocean County Utilities Authority, stating that in accordance with the requirements set forth in the New Jersey Open Public Meetings Law, notice of the meeting had been given by mailing of a Special Meeting Notice on February 10, 2025, to the Asbury Park Press, The Press of Atlantic City, the Clerks of Ocean County and Monmouth County, to the Clerks of all Ocean County Municipalities and to the Clerks of Freehold and Farmingdale Boroughs and Howell, Wall, and Freehold Townships.

Chairman Avery announced the assignment of Commissioner Sabosik to both the Administration and Operations Committees before turning the floor over to Mr. O'Regan.

### **CM-3039 License Agreement with the Township of Toms River**

The Authority has worked with the Township of Toms River to provide storage of property and seasonal parking of vehicles on the Eastern portion of CPS-19 Ortley Beach Pump Station property for the past eleven (11) years. This draft resolution authorizes a new License Agreement with the Township of Toms River for a one-year term from June 1, 2025, through May 31, 2026. Mr. O'Regan indicated this was discussed with the members of the Engineering Committee and they recommended it be approved.

**CM-3641 CS2318 FMD Condenser Venturi Scrubber Train 1 – Rehabilitation Partial Payment**  
**CM-3642 CS2319 FMD Condenser Venturi Scrubber Train 2 Rehabilitation – Partial Payment**

Mr. O'Regan combined the first two items due to their similarities stating that the Authority processes biosolids into fertilizer at the Fertilizer Manufacturing Division (FMD) operated by Andritz-Separation, Inc. and the agreement directs Andritz to perform maintenance activities to ensure continued fertilizer manufacturing. The Authority and Andritz review and identify the major pieces of equipment in need of replacement within a five-year period due to wear and tear and a modification made to the Agreement on June 1, 2023 requires that Andritz shall bear the first \$30,000 in the cost of such improvements.

The existing Venturi Scrubbers on Train 1 and Train 2 and associated equipment for the dryers that remove dust and emissions are in need of replacement and the Authority and FMD have agreed this improvement is necessary and essential to enhancing operational efficiency, ensuring environmental compliance, and maintaining workplace safety, Mr. O'Regan said.

At a meeting of the Engineering & Construction Committee on August 24, 2023, the committee members approved the Capital Project Applications (CPA) for Project No. CS2318 FMD Condenser Venturi Scrubber Train 1 Replacement in the amount of \$900,000 and Project No. CS2319 FMD Condenser Venturi Scrubber Train 2 Replacement also in the amount of \$900,000. Andritz has delivered, installed and placed in-service the equipment to be installed as part of these projects, and on April 11, 2025 Andritz presented to the Authority revised estimated costs for the Venturi Scrubbers Train 1 and Train 2 replacements which included costs for mechanical, electrical, automation, engineering and supervision resulting in a new total estimated amount of \$1,174,944.16/each.

Mr. O'Regan said that Andritz has now submitted Invoices for partial payment associated with the fabrication and installation of Project CS2318 and Project CS2319 completed to date in the amount of \$615,496/each. He further stated that the Authority has reviewed Andritz's invoices with the Engineering Committee on April 22, 2025, and found both to be fair and reasonable and recommend payment.

**CM-3643 CS2320 FMD RTO Train 1 Replacement – Patial Payment**

Upon review by the Authority and Andritz it has been determined that replacement of the Regenerative Thermal Oxidizer (RTO) for Train 1 and associated equipment for the dryers are necessary for fugitive gasses destruction, enhancing operational efficiency, ensuring environmental compliance, and improving workplace safety. The Authority and Andritz have determined that the existing RTO needs replacement.

The Engineering Committee at its meeting on August 24, 2023, approved Capital Project Application (CPA) for Project CS2320 FMD RTO Train 1 Replacement in the amount of \$1,800,000 and Andritz has procured, delivered, installed and placed in service the new RTO Train 1. On April 11, 2025 Andritz presented to the Authority a revised estimated cost which included cost for mechanical, electrical, automation, engineering and supervision resulting in a new total estimated project amount of \$2,047,473.37. Andritz has now submitted a second invoice for partial payment associated with the fabrication and installation completed to date in the amount of \$1,061,373.72. The Authority has reviewed Andritz's invoice with the Engineering Committee on April 22, 2025 and found it to be fair and reasonable and recommend payment.

BBR-25-1 – Ballast and Bulb Replacements

Mrs. Cairns stated there were four (4) bid specification packages mailed and two (2) received for replacement of ballasts and bulbs at the Southern pump stations. This is a labor-only contract, as the Authority has these ballast and bulbs in stock. The recommendation is to award this contract to Foster's Electric for an amount not to exceed \$21,755.00. The current bulbs may contain possible PCB's and Foster's Electric has done previous replacements. The Authority attorney has reviewed the quote submitted by Foster's Electric and has found it to be acceptable, Mrs. Cairns said.

UEF-25-6 – Upblast Exhauster Fans

Mrs. Cairns stated this is a contract for the procurement and delivery of two (2) Exhauster Fans needed at SPS-2 and SPS-8. There were five (5) bid specification packages mailed and three (3) received ranging in price from \$39,667 to \$60,730. Mrs. Cairns recommended awarding this contract to the low bidder Systech Design Incorporated for an amount not to exceed \$39,667. The Authority attorney has reviewed the bid and found it to be acceptable.

SBPM-25-9 – Schwing Bioset Preventative Maintenance

This is a new preventative maintenance contract needed for Schwing Bioset pumping equipment. There were two (2) bid specifications mailed and just one (1) received from Schwing Bioset Incorporated. The recommendation is to authorize a Purchase Order to the only bidder, Schwing Bioset Incorporated for an amount not to exceed \$50,568.00. Mrs. Cairns said the Authority's attorney has reviewed this bid and found it acceptable and noted that Schwing Bioset Incorporated is the OEM.

DPC-24-11 – Document Printing Contract

Mrs. Cairns stated that this is an annual draw contract with the option to renew for an additional year for document printing services. This resolution is seeking approval for the renewal of the second year of the contract with ARC Document Solutions LLC in an amount not to exceed \$31,395.00.

HWD-24-11 – Hazardous Waste Disposal

This is an annual draw contract with the option to renew for an additional year. Adoption of this resolution would authorize renewal of the second year of the contract with Radiac Research Corporation for Hazardous Waste Disposal for an amount not to exceed \$43,177.50.

Mr. Dupignac has reviewed all contract awards and approved all items presented, Mrs. Cairns said.

Action Taken:

The Commissioners approved the draft resolutions and directed they be placed on the agenda for the Public Meeting.

There being no further business, on a motion made by Commissioner Scull, seconded by Commissioner Miller, and unanimously approved, the meeting adjourned at 4:28 p.m.

### **CM-3710      Field Inspection and Materials Testing**

The next draft resolution presented is for on-call field inspection and materials testing services, Mr. O'Regan said. Requests for Proposals were solicited with just one received by ATANE Engineers, Architects and Land Surveyors, PC in the amount of \$87,395.00 for the total cost of all services including \$6,000.00 for allowance items totaling a not to exceed amount of \$93,395.00. Mr. O'Regan stated the proposal has been reviewed at the Engineering Committee where all members present agreed on its recommendation for approval.

Commissioner Cradle stated that Mr. O'Regan, Mr. Marcoon and Mr. Shertenlieb gave in depth explanations to the Engineering Committee of each of the projects presented and all members agree with the recommendations.

### **CM-3711      Online Sale of Surplus Property Through Govdeals.com**

The draft resolution allows the Authority to sell its surplus equipment as listed on Attachment A which includes two (2) large format plotters. One of the two plotters does not function and the other has reached the end of its useful life, Mrs. Cairns explained. The sale shall be conducted through GovDeals.com which the Authority has used with great success since 2008. Mrs. Cairns is recommending that the Authority continue to sell its surplus equipment through the GovDeals.com auction website noting the Authority's ability to use GovDeals.com under a co-op agreement and commented on the high dollar amount being received for this surplus equipment.

### **CM-3712      General Contracts to be Discussed/Awarded**

#### **MV-25-101 – Motor Vehicles**

Mrs. Cairns stated this is a contract for the replacement of vehicles authority wide. Five (5) bid specification packages were mailed and two (2) received. Contract "A" awards item No. 1 (2025 Ford F-150 XL Super Cab, No. 2 (2025 Ford F-150 XL Regular Cab, No. 4 (2025 Ford F-350 SL Super Duty and No. 6 (2025 Ford 250 Transit Cargo Van) to the low bidder Winner Ford for a total not to exceed amount of \$199,018.00.

Contract "B" awards item No. 3 (2025 F-350 XL Super Cab), No. 5 (2025 F-350 XL Regular Cab) and No. 7 (2025 F-350 XL Super Duty) to the low bidder Able Ford of New Jersey for an amount not to exceed \$230,890.00. These replacements are covered under the Capital Budget and all contracts have been reviewed by the Authority's attorney and the Vehicle Maintenance Superintendent and approved, Mrs. Cairns said.

#### **SWSI-25-409A – Service Water Strainer Improvements - SWPCF**

Mrs. Cairns stated this contract is for the procurement and delivery of two (2) automatic self-cleaning strainers at the Southern Division. There were three (3) bid specification packages mailed and one (1) received. The recommendation is to award this contract to the only bidder Northstar Environmental Services for an amount not to exceed \$101,640.00. The Southern Division Manager has reviewed the bid from Northstar Environmental Services and has approved the bid, Mrs. Cairns said.