

TO: Theodore F. Lewis, Jr., Executive Director  
FROM: Richard W. Johnson, Jr., Superintendent, Safety Coordinator, N.J.D.E.P. C-3 Licensed Operator  
RE: ESA Monthly Maintenance Department Report for December 2015  
CC: ESA Board of Directors, John Mc Kelvey, P.E., T&M Associates

1. Daily poll status sessions of the Verbatim SCADA system at the Laurel Gardens, Lewis Street, Industrial Way, Crystal Inn, Circle, Country Club, Eaton Crest and Maxwell Road pumping stations.
2. On Mondays and Thursdays, perform pumping station operations check & wetwell basket cleaning.
3. Weekly recordings of the sanitary sewer flow meter readings at the Eaton Crest, Industrial Way, Lewis Street & Wampum Park pumping stations. Record the ESA rain gauge for the study program.
4. Monthly recordings for the on-site diesel & natural gas generator program per the N.J.D.E.P.
5. Monthly recordings of the non-human moving wetwell crane inspections per the P.E.O.S.H.A.
6. Conducted In-House monthly fire extinguisher inspections.
7. Total and chart the sanitary sewer & rainfall study program for the month of December.
8. Borough of Eatontown GIS Mapping & ESA As-built Plans; worked on marking up the Borough of Eatontown GIS map with the ESA As-built PS's, FM's, manholes & mainlines.
9. Old Orchard, Circle, Eaton Crest, Country Club, Old Deal Road, Wampum Park, Lewis Street & Maxwell Road Pumping Stations; vacuumed the wetwells and cleaned the pump float controls.
10. Purchase of New Truck #31 for 2016; worked on obtaining a New Jersey State Contact price from Mike Drahuschak of Winner Ford in Cherry Hill. Also a government concession price quote from Thomas C. Guzzo of Buhler Ford in Eatontown.
11. 2016 ESA Infrastructure Meeting; Christine Ballard, John McKelvey, Ted Lewis, Ben Caviglia, Richard Johnson, Herbie Volner & Kevin Carrino attended the meeting at the ESA maintenance garage on 12/4/2015 to discuss future collection system and pumping station projects.
12. 2016 ESA Infrastructure Project; surveyed and inspected the manhole cover and frame castings within the collection system for defects and damage. Also received a list of manholes that are a snow plow conflict with the Eatontown DPW from Director, Frank Cannella.
13. Pumping Stations: worked on the Generator, Enclosure & By-Pass Chamber cleaning & general maintenance program.
14. 162 Tinton Avenue (ESA sewer on Taylor Place); uncovered the buried cleanout at the curb area with the Kubota backhoe. Installed a new Geneco cleanout to grade level. The resident is replacing their sewer lateral from the house to the cleanout at the street edge.
15. N.J.U.A.J.I.F. Safety Committee Meeting; Richard Johnson attended the meeting at the Woodstream Wastewater Treatment Facility. Topics on Electrical Systems, Potential Faults and IRT (infrared technology) was conducted by CNA Risk Control.
16. Vac-Con Truck #34; greased the chassis and all the fittings for the boom and vacuum devices.

17. Truck #30; checked the brake squeal. Brakes are in good condition but the tires are in need of replacement.
18. 34 Heritage Road; televised the sewer lateral from the cleanout at the house to the main line in the cul-de-sac. No cleanout was discovered at the curb area. There is a dip in the lateral starting 20ft. from the main line. This lateral line dips and is causing the home to backup with sewage.
19. Maintenance Garage; swept, vacuumed and mopped the floors in the Office, Employee Room and the Garage. Cleaned the windows and sills.
20. Truck #31; oil change and filter, lubricate chassis, check all fluids, electrical check & visual check.
21. Crystal Inn Pumping Station; cleaned and tightened all the electrical connections inside the automatic transfer switch.
22. (5) - Complaint Memorandums:
  - 2015 ESA Report #52 on 12/01/15 @ 9:00 am – 1 Main Street
  - 2015 ESA Report #53 on 12/01/15 @ 10:40 am – 15 Elm Street
  - 2015 ESA Report #54 on 12/18/15 @ 2:48 pm – 34 Heritage Road
  - 2015 ESA Report #55 on 12/29/15 @ 2:19 pm – Crystal Inn Pumping Station
  - 2015 ESA Report #56 on 12/30/15 @ 1:58 am – Crystal Inn Pumping Station
23. Fuel:
  - Truck #30 – (100) Gals of gasoline
  - Truck #31 – (23) Gals of gasoline
  - TV Van #32 – (0) Gals of diesel
  - Trailer Storage Tank – (0) Gals of diesel / Kubota Backhoe #33 / P.S. Diesel Generators
  - Vac-Con Truck #34 – (30) Gals of diesel
24. (51) - New Jersey One Call Markouts.