

Minutes of Meeting No. 625, October 16, 2023 – Stony Brook Regional Sewerage Authority

LOCATION: Via Teleconference, Conference Room, River Road Plant, Princeton, NJ

MEMBERS PRESENT: Downey, Antebi, Bhosle, Goldfarb, Morehouse, Patel

MEMBERS ABSENT:

CONSULTANTS: Alexander

STAFF PRESENT: Chong, Christiano, Doelling, Hilty, Hinkel, Smith, Stewart

### **625.01**

Chairman Downey opened the regularly scheduled meeting at 6:30 p.m. Chairman Downey indicated that pursuant to Section 13 of the Open Public Meetings Act, adequate notice of the time, place of this meeting, and the teleconference information was given by filing with the Authority's official newspapers, each Clerk of each municipality, and by being posted on the Princeton Bulletin Board and the Authority's website.

### **625.02 Approval of Minutes**

The revised minutes from the September 18, 2023, Board meeting were approved on a motion by Mr. Antebi, seconded by Mr. Patel, and passed by a unanimous vote.

Dr. Downey directed the meeting to the Finance Section.

### **625.04 Finance**

Mr. Antebi moved for approval of Resolution 2023-098, to Approve Payment of Bills and Claims in the amount of \$829,880.41 with two signatures instead of three. The motion was seconded by Mr. Morehouse and passed by a roll call vote of 4 to 0.

#### Payment of Bills and Claims

#### **Resolution to Approve Payment of Bills and Claims**

#### **Resolution No. 2023-098**

**WHEREAS**, the Stony Brook Regional Sewerage Authority received certain claims against it by way of voucher, and

**WHEREAS**, the staff and Authority members have reviewed said claims,

**NOW, THEREFORE, BE IT RESOLVED** by Stony Brook Regional Sewerage Authority that these claims in the total amount of \$829,880.41 be approved for payment with

checks bearing two authorized signatures instead of three authorized signatures.

<u>Recorded Vote:</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Gale D. Downey	X			
Julian Antebi	X			
David A. Goldfarb				X
C. Schuyler Morehouse	X			
Bharat Patel	X			

Treasurer's Report

Mr. Chong reported a net income of \$2,707,564 for the 2023 fiscal year-to-date through September 30, 2023. The Authority has total cash and investments of \$19,806,784. The current construction project balance is \$1,195,662. There are sufficient funds for these projects. The outstanding bond principal balance is \$13,141,814.

Monthly Sludge Business Analysis

Mr. Chong reported that the net income figure for September was \$96,877, and the cumulative net income for the fiscal year was \$1,167,563.

Mr. Chong recommended approval of Resolution 2023-099, 2024 Adopted Budget. The 2024 budget introduced at the September 18, 2023, Board meeting has been reviewed and approved by NJ-DCA for adoption. The total budget is \$19,966,273, an increase of 9.22% from the prior year. The participant charge is \$14,944,238, an increase of 3.13% from the prior year.

Mr. Goldfarb joined the meeting at 6:37 p.m. but was experiencing technical difficulties.

Resolution 2023-099 was moved by Mr. Patel, seconded by Mr. Antebi, and passed by a roll call vote of 4 to 0, 1 non-vote due to technical difficulties. Resolution 2023-099 follows.

**2024 AUTHORITY BUDGET RESOLUTION**

**Stony Brook Regional Sewerage Authority  
Resolution #2023-099**

**FISCAL YEAR: 2024      FROM: December 1, 2023      TO: November 30, 2024**

**WHEREAS**, the Annual Budget and Capital Budget/Program for the Stony Brook Regional Sewerage Authority (the "Authority") for the fiscal year beginning December 1, 2023 and ending November 30, 2024 has been presented for adoption before the governing body of the Authority at its open public meeting of October 16, 2023; and

**WHEREAS**, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and

approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

**WHEREAS**, the Annual Budget as presented for adoption reflects Total Revenues of \$18,366,273, Total Appropriations, including any Accumulated Deficit, if any, of \$19,966,273 and Total Unrestricted Net Position utilized of \$1,600,000; and

**WHEREAS**, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$3,125,000 and Total Unrestricted Net Position planned to be utilized of \$3,125,000; and

**NOW, THEREFORE BE IT RESOLVED**, by the governing body of Stony Brook Regional Sewerage Authority, at an open public meeting held on October 16, 2023 that the Annual Budget and Capital Budget/Program of the Authority for the fiscal year beginning December 1, 2023 and ending November 30, 2024 is hereby adopted and shall constitute appropriations for the purposes stated; and

**BE IT FURTHER RESOLVED**, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Gale D. Downey	X			
Julian Antebi	X			
David A. Goldfarb <sup>(1)</sup>				
C. Schuyler Morehouse	X			
Bharat Patel	X			

(1) no vote recorded due to technical difficulties

Mr. Chong recommended for approval Resolution 2023-100, to appoint Lisa Walker, who has fulfilled all the criteria as established in N.J.S.A. 40A:11-9 to be the Qualified Purchasing Agent of record for the Authority.

Resolution 2023-100 was moved by Mr. Patel, seconded by Mr. Antebi, and passed by a roll call vote of 4 to 0. Resolution 2023-100 follows.

**Resolution to Authorize Stony Brook Regional Sewerage Authority to  
Appoint a Qualified Purchasing Agent**

**Resolution No. 2023-100**

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., permits local contracting units to grant a Qualified Purchasing Agent the authorization to negotiate and award contracts below the permitted bid threshold; and

**WHEREAS**, Lisa Walker 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.; and

**WHEREAS**, the Stony Brook Regional Sewerage Authority wishes to appoint Lisa Walker as Qualified Purchasing Agent.

**NOW, THEREFORE, BE IT RESOLVED** by the Stony Brook Regional Sewerage Authority, County of Mercer, New Jersey, as follows:

1. Lisa Walker is hereby appointed as the Qualified Purchasing Agent for the Stony Brook Regional Sewerage Authority and is authorized to exercise the duties of a purchasing agent pursuant to N.J.S.A. 40A:11-9, with specific relevance to the authority, responsibility and accountability of the purchasing activity of the contracting unit.

2. The Chairman, or their designee, is hereby authorized and directed to take such ministerial actions as are necessary to effectuate the provisions of this resolution.

3. The Executive Director is hereby authorized and directed to forward a certified copy of this resolution, and a copy of Lisa Walker's certification as Qualified Purchasing Agent, to the Director of the Division of Local Government Services as the Qualified Purchasing Agent of the Stony Brook Regional Sewerage Authority.

<u>Recorded Vote:</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Gale D. Downey	X			
Julian Antebi	X			
David Goldfarb <sup>(1)</sup>				
C. Schuyler Morehouse	X			
Bharat Patel	X			

(1) no vote recorded due to technical difficulties

Mr. Chong reported that on October 16, 2023, FEMA reimbursed the Authority \$1,155.15 in error. The Authority will return the funds since the insurance company has paid the claim.

Dr. Downey directed the meeting to Open to the Public.

**625.03 Open to the Public**

Chairman Downey opened the public portion of the meeting at 6:42 p.m., hearing no comments from the public; the meeting continued as scheduled.

**625.05 Board Related Activities**

Ms. Alexander administered the Oath of Office to Ms. Bhosle, West Windsor Township representative.

Dr. Downey acknowledged and accepted Ms. Antonia Pchola's resignation as the Board Secretary and wished her well.

Mr. Patel nominated Mr. David C. Smith, P.E., Acting Executive Director, as the Board Secretary, seconded by Mr. Antebi and passed by a unanimous vote.

Mr. Smith reported the consultant's list was updated to include one consultant contract pending approval. The contract will be discussed in the Construction Section.

### **625.06 Planning and Administration**

Mr. Smith reported the current 12-month average daily flow at the River Road WWTP is 9,301,991 gpd with 1,508,820 gpd of inoperative flow, leaving an available capacity of 2,252,189 gpd. The current 12-month average daily flow at the Hopewell WWTP is 255,754 gpd with zero gpd of inoperative flow, leaving an available capacity of 44,246 gpd. The current 12-month average daily flow at the Pennington WWTP is 267,182 gpd with 24,193 gpd of inoperative flow, leaving an available capacity of 153,625 gpd.

Mr. Smith reported that flow meter verifications were completed by staff on October 2, 2023. All flow meters were within  $\pm 5\%$ .

Mr. Smith reported that at the Pennington WWTP Influent Meter, an error with the flow meter caused a loss of flow data from September 3 through September 5, 2023. The flow total for each of these days was replaced with 95% of the flow meter reading total from the electromagnetic flowmeter, which is located on the influent pump discharge. SBRSA Engineering staff confirmed through data analysis that this method was considerably accurate for addressing the missing flow data.

Mr. Stewart reported that the electromagnetic flowmeter used to replace the missing flowmeter readings measures the influent flow and plant recycle flow. This is a new meter.

Dr. Downey reported that when the Princeton Farms Pump Station Meter was down in December 2022, Hopewell Township had trucked eight (8) truckloads of sewage from the Princeton Farms Pumping station to the Hopewell WWTP. The trucked volume was not being accounted for as Princeton Farms (i.e., Hopewell Township) flow. The trucked flow from Princeton Farm was accounted for as Hopewell Borough flow.

To address this matter, Dr. Downey requested that staff transpose 40,000 gallons of flow, which is equivalent to eight (8) truckloads, estimated at 5,000 gallons per truck, from Hopewell Borough to Hopewell Township and revise the December 2022 flow report for the next meeting.

The Summary of the Meter Summation vs. River Road WWTP Influent Meter indicated a difference of 1.7%, with the River Road Influent Meter reading higher.

### **625.07 Approval Requests and Actions**

Mr. Doelling reported that the October 11, 2023, Mercer County Planning Board meeting was postponed.

Mr. Doelling reported that Princeton University began flushing Section 2 on Monday, October 2, 2023. The flush is anticipated to discharge 8,000 gpd to the sanitary sewer system for approximately three weeks, from October 2 through 20, 2023.

Mr. Doelling reported that staff met with NJDEP regarding Brick Farm Tavern on October 12, 2023. Staff will report on the meeting next month.

### **625.08 Regulatory Report**

There were no Board member comments on the Regulatory Report. The following Regulatory Report is included in the meeting minutes for information.

#### **Discharge Monitoring Report (DMR)**

The Discharge Monitoring Reports for the month of August 2023 were submitted with no violations reported.

#### **Residuals Discharge Monitoring Report (RDMR)**

The July 2023 RDMRs were submitted. All River Road parameters were in compliance with the Air Permit requirements.

The August 2023 RDMRs are currently being prepared.

#### **Air Reporting**

The 3rd quarter 2023 Excess Emissions and Monitoring Performance Reports (EEMPR) are currently being reviewed.

The 3rd Quarter Emergency Bypass Report was submitted to NJDEP on October 5, 2023. There were zero emergency bypass stack events during the third quarter.

The 2023 Q3 Quarterly Report, required by paragraph 28 of the Consent Decree, is being prepared. The report is due November 15, 2023.

## **Miscellaneous**

NJDEP collected various samples throughout the River Road facility on October 11, 2023. This was the first sampling event of the NJDEP (Division of Science and Research) PFAS and Microplastic Research Project.

## **625.09 Safety**

Mr. Doelling reported that staff received the Kleinfelder Annual Inspection Report. The report will be included in next month's Safety report and emailed to the Board members following the meeting.

There were no further Board member comments on the Safety Report. The following Safety Report is included in the meeting minutes for information.

## **Accidents**

As of October 10, 2023, Stony Brook Regional Sewerage Authority has gone 181 consecutive days without any "Lost Time" accidents.

## **Staffing**

There have been no changes since the last reporting period.

## **Inspections**

Fire extinguisher, emergency shower, and exit light inspections were completed by SBRSA staff on October 3, 2023.

On September 15, 2023, SBRSA received the draft annual inspection report from Kleinfelder. Comments and corrections were submitted to Kleinfelder on September 28, 2023. Staff is currently awaiting the final report. Provided in the report was a list of safety-related 'Priority 1' punch-list items from the annual inspection report.

## **Training:**

During this reporting period, staff attended the following training programs provided by the MEL Safety Institute:

- o Implicit Bias in the Workplace

## **Miscellaneous**

A Safety Committee meeting was held on October 10, 2023. The Safety Committee meeting minutes were provided in the report.

Staff is working with several fire protection system vendors to evaluate a networking solution for the site-wide alarming system at the River Road WWTP. The proposed solution would replace

the existing VHF radio fire alarm communication system, which has been unreliable and often triggers false-positive alarms.

### **625.10 Litigation**

Ms. Alexander had nothing new to report this month.

### **625.11 Operations Report**

Mr. Stewart reported that the River Road Facility operated well during this reporting period.

Mr. Stewart reported that on September 19, 2023, a scheduled plant shutdown was conducted, as stated in the September Operations Board Report. Allied Construction Group completed the work in the existing filter building. Simultaneously, the electrical subcontractor for Allied conducted modifications to a motor control center that will supply power to the new filter building. Allied did not complete the job and required a second shutdown. On September 26, 2023, the second shutdown occurred, and the modifications to the motor control center were completed.

Heavy rainfall started on September 29 and continued into September 30, 2023. The River Road Plant experienced high flows, peaking at 27 mgd during this period. Additional grit removal tanks and secondary clarifiers were put into service to ensure continued treatment throughout the event.

On October 10, 2023, the Environmental Joint Insurance Fund (EJIF) conducted their annual inspection of all Underground Storage Tanks (USTs) and Above Ground Storage Tanks (ASTs) along with all required registrations and standard operation procedures (SOPs) for spills and emergencies. The final report should be received within a few weeks. No major infractions were noted during the inspection.

### **Upstream Facilities**

Both Upstream Facilities operated well during this reporting period.

Mr. Stewart reported on September 29, 2023, both Upstream facilities experienced high flows due to a rain event. This rain event did not have high precipitation levels, but the rain event from the previous week compounded the increase in the influent flow. Additional tanks were placed into service to ensure continued treatment throughout the event.

Dr. Downey reported that Hopewell Township performed a sewer lateral inspection on September 30, 2023, and found infiltration from nineteen (19) different sewer laterals. Hopewell Township will conduct a TV inspection to further investigate infiltration and determine what needs to be corrected.



## **Odors**

Staff received no odor complaints from our surrounding area during September 2023. Staff received no odor complaints during the partial October 2023 reporting period. The odor complaints appear on the provided graph showing the yearly complaints received from January 1998 to October 2023.

## **Customer Sludge Deliveries**

The reported quantity of liquid sludge was 13% below the budgeted amount, sludge cake was 5% below the budgeted amount, and gray water was 34% above the budgeted amount for September 2023.

Mr. Hilty reported that the Belt Press Roller for Press No. 2 was delivered on September 27, 2023. The roller was installed, and the press was then placed into operation.

There were no other Board member comments on the Maintenance Report. The following Maintenance Report is included in the meeting minutes for information.

## **625.12 Maintenance**

### **Work Order/Preventative Maintenance Order Summary**

Maintenance staff successfully completed seventy-one (71) Work Orders and one hundred (100) Preventative Maintenance Orders. Currently, there are twenty (20) open work order requests and thirteen (13) outstanding preventative maintenance orders that are three (3) days overdue on average. Open work and outstanding preventive maintenance orders are tracked and illustrated on the provided graphs.

### **Major Maintenance Repairs**

On October 18, 2023, while performing monthly preventative maintenance at the South Brunswick Pump Station, the Mechanical Climber Screen was discovered misaligned and skipping while ascending in its track. The roller bearing on the right-side drive sprocket was worn and jammed. A new roller bearing was sourced from inventory, installed, and lubricated. The four other bearings were inspected and lubricated, and the Mechanical Climber Screen was put back into service on October 18, 2023.

On September 20, 2023, Ash Hopper Feed Screw No. 2 was reported running irregularly while in use. While inspecting the operation, the lower screw shaft bearing was badly worn and needed immediate replacement. The Incinerator Ash System was shut down to perform the repair. A new bearing was taken from the inventory and installed and tested. The Ash Hopper Feed Screw No. 2 was returned to service on September 20, 2023.

On October 21, 2022, Belt Filter Press No. 2 experienced breakage of the 18-inch Stainless Steel Perforated Dewatering Roller at the end shaft while in operation. Further inspection revealed small visible cracks on the weldments of the lower 14-inch Stainless Steel Perforated Roller, which posed

a risk of similar failure. Both rollers were ordered, rendering Belt Filter Press No. 2 inoperable until the new rollers could be acquired. Upon receiving and inspecting the rollers, bearings were installed on the 14-inch roller. Belt Filter Press No. 2 was dismantled, and the damaged rollers were removed from the frame. The two new rollers, along with new upper and lower dewatering belts, were installed. After reassembly, Belt Press Filter No. 2 was tested and put into operation on September 27, 2023.

On September 28, 2023, Nitrification Aerator No. 8 was taken out of service due to noticeable noise and vibration from the 75-horsepower electric motor's tail bearing. Before the shutdown, a spare 75 hp motor was retrieved from inventory and prepared, then moved onto the Nitrification Aeration Tank loading platform with a 2-ton hoist. The 75 hp motor was disconnected, and the spare motor was installed and tested for proper rotation. After verifying its operation, Nitrification Aerator No. 8 was placed back into service.

### **625.13 Construction Report**

Mr. Doelling reported, as noted last month that Princeton reviewed the proposed trailer/structure installation plan and determined that a minor site plan and a conditional use authorization are required; the application must be heard before the Princeton Planning Board. Upon request by staff, Kleinfelder has provided the attached proposal for permitting assistance in preparing a Princeton Planning Board Minor Site Plan Application for installing a new engineering office trailer at the River Road WWTP. Kleinfelder's estimated cost is \$16,810, to be billed on a time and expense basis and at a cost that will not be exceeded without a change in scope. Staff recommended for approval of Resolution 2023-097, Authorizing the Award of a "No Political Contributions Allowed" Contract to Kleinfelder for Permitting Assistance in Preparing a Princeton Planning Board Minor Site Plan Application for Installation of a New Engineering Office Trailer at the SBRSA River Road WWTP.

Resolution 2023-097 was moved by Mr. Patel and seconded by Mr. Antebi.

Mr. Doelling reported that the project's total cost to purchase the new larger engineering trailer would be approximately \$300,000.

Resolution 2023-097 was passed by a roll call vote of 5 to 0, 1 recusal. Resolution 2023-097 follows.

### **Authorizing the Award of a "No Political Contributions Allowed" Contract to Kleinfelder for Permitting Assistance in Preparing a Princeton Planning Board Minor Site Plan Application for Installation of a New Engineering Office Trailer at the SBRSA RRWWTP**

### **Resolution No. 2023-097**

**WHEREAS**, The existing engineering office trailer is twenty-eight (28) years old, and SBRSA has outgrown the office space; and,

**WHEREAS**, SBRSA desires to replace the existing office trailer with a new, larger, office trailer within the same general location at the River Road WWTP; and,

**WHEREAS**, the Municipality of Princeton reviewed the proposed trailer/structure installation plan and determined that a minor site plan and a conditional use authorization is required; and,

**WHEREAS**, the application must be heard before the Princeton Planning Board; and

**WHEREAS**, SBRSA staff require assistance with permitting and preparation of a Princeton Planning Board Minor Site Plan Application; and

**WHEREAS**, on September 29, 2023, Kleinfelder submitted proposal for engineering assistance associated with preparing, and submitting, the necessary Princeton Planning Board minor site plan application documents, in the amount of \$16,810, to be billed on a time and expense basis; and,

**WHEREAS**, Kleinfelder's total fee of \$16,810 will not be exceeded without SBRSA's prior approval; and,

**WHEREAS**, Kleinfelder has submitted a Business Entity Disclosure Certification which certifies that Kleinfelder its subsidiaries, assigns or principals controlling in excess of 10% of the company has neither made a contribution that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16, in the one (1) year period preceding December 1, 2021 that would, pursuant to P.L. 2004, c.19, affect its eligibility to perform this contract, nor will it make a reportable contribution during the term of the contract to a municipal political party committee of a governing body that appoints members to the Authority including, Princeton, South Brunswick Township, West Windsor Township, Hopewell Borough, Hopewell Township, and Pennington Borough, when the contract is awarded, or to any municipal candidate committee of any candidate for or holder of municipal elective public office of any such municipality when the contract is awarded, and

**WHEREAS**, it is SBRSA's intent to fund this as capital project "*Contract 23-7: Engineering Trailer*".

**NOW, THEREFORE, BE IT RESOLVED** that the Board of the Stony Brook Regional Sewerage Authority authorizes the Chairman to enter into a contract with Kleinfelder as described herein; and,

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

Recorded Vote:	AYE	NO	ABSTAIN	ABSENT
Gale D. Downey	X			
Julian Antebi	X			

Arundhati Bhosle	X
David A. Goldfarb	X
C. Schuyler Morehouse <sup>(1)</sup>	
Bharat Patel	X

<sup>(1)</sup> Recused

Mr. Doelling reported that staff received a final Discharge to Surface Water Major Modification Permit Action on September 19, 2023, for the NJPDES Permit. The permit action was as anticipated; SBRSA will have a 1.0 mg/L Action Level for Total Phosphorus from May through October, beginning July 1, 2024, whenever the Millstone River falls below 100 CFS stream flow. Additionally, chloroform was removed from the permit, as requested.

A discussion occurred regarding the temporary polyaluminum chloride (PACI) system for phosphorus removal.

Mr. Doelling reported that staff received a minor modification on the Title V Operating Permit pre-draft TVOP on September 5, 2023. Staff is awaiting a meeting with NJDEP.

Consultants Chavond-Barry Engineering (CBE) and Trinity Consulting reviewed the draft permit modification permit. Staff met with its consultants on September 29, 2023, to prepare discussions for a meeting with NJDEP. Staff, CBE, and Trinity Consultant met with NJDEP on October 13, 2023.

Air modeling, sketch diagrams, and spreadsheets must be prepared to present to NJDEP at the next meeting on December 1, 2023.

A discussion occurred regarding the documents NJDEP requested for the December 1, 2023, meeting.

Mr. Doelling reported on Contract 23-3, Millstone Force Main Condition Assessment project. Staff received the draft report discussing the results of the condition assessment on September 26, 2023. Comments were returned to Pure Technologies on October 5, 2023. Staff is waiting for the final report. The main conclusions of the report were summarized in the Construction report.

Mr. Doelling reported that Pure Technologies provided the following recommendations.

1. Perform high-frequency transient pressure monitoring on the force main for a minimum of 30 days to identify if transient events are occurring and use the information to update the structural evaluation.
2. Based on the current level of distress and the change in distress from the previous inspection. Pure Technologies recommends re-inspecting in five (5) years to monitor for signs of further deterioration.

Staff are investigating how to best perform the high-frequency transient pressure monitoring study.

A discussion occurred regarding the high-frequency transient pressure monitoring study and its purpose.

Mr. Doelling reported on Contract 22-4, Hopewell WWTP Upgrade Project. Staff received the fully executed conservation easement agreement from the Delaware Raritan Canal Commission (DRCC) on October 10, 2023. Staff will forward the fully executed agreement for recording to the Mercer County Clerk or Registrar of Deeds. The DRCC Certificate of Approval will be issued after proof of the recording is provided to the DRCC.

Mr. Doelling reported that Kleinfelder's structural engineer had begun work on Contract 23-5, Structural Repair of the Sludge Cake Receiving Bin Ramps. Staff anticipates having the draft drawings and specifications available for review by mid-November.

Mr. Doelling reported that as of Payment Application No. 27, Contract 19-2, River Road WWTP UV Disinfection and Filtration Project is approximately 92% complete. Allied Construction Group (ACG) continues installing electrical conduits and wiring.

There were no other Board member comments on the Construction Report. The following Construction Report is included in the meeting minutes for information.

### **Studies/General**

**River Road WWTP Phosphorous Impact Modeling Study:** Staff is waiting for the draft report.

**Expansion of River Road Planning Report:** Kleinfelder continues to work on this project. Staff anticipates receiving a draft report for review by the end of December 2023.

**River Road WWTP Main Substation Replacement or Rehabilitation Study:** ELECSYS Engineering Group continues to gather data for the study. A draft report is expected to be issued later this month.

### **Construction**

**Contract 23-1 Replacement of Failed Nitrification Tank Aerator Reducing Gear:** The current shipping date of the gearbox is December 12, 2023.

**Contract 23-6 Aerzen Blower Replacement:** The quotation for the proprietary blower part was updated on September 18, 2023. The cost of each blower assembly is approximately \$77,000. The lead time for these parts is currently 8 to 12 months.

### **Small Capital Projects**

**Project 22-2 GE 90-30 PLC Upgrade:** Development of new control logic and operator interface screens for the Belt Filter Press PLCs is ongoing.

**Project 23-8: Temporary Phosphorous Control Chemical Addition:** Staff is awaiting the storage tank and chemical delivery to begin phosphorous control testing.

## Process Control/SCADA

Preventative maintenance was completed for all field devices and process control loops.

**Miscellaneous Repair:** Instrumentation staff completed the following list of unscheduled repairs during this reporting period.

- Incinerator Related Items
  - Performed a startup and calibration of CEMS No. 2.
  - Assisted with the startup of Incinerator No. 2 and ensured all systems were functional.
  - Replaced the span calibration gas cylinder on CEMS No. 2 and calibrated the analyzers.
  - Corrected an issue where the Incinerator No. 2 hearth temperature chart recorder showed erroneous temperature readings.
  - Replaced the WESP flushing water valve actuator.
  - Installed a new pH sensor on Scrubber No. 2.
- River Road WWTP
  - Replaced a cooling fan in the variable frequency drive (VFD) cabinet for the Scrubber Low Pressure Pump No. 1
  - Received delivery of filled CEMS calibration gas cylinder and returned the empties.
  - A temporary chemical dosing system was constructed, and a new PLC was programmed and installed for conducting temporary phosphorus removal.
  - A cooling fan for the VFD on Odor Control Scrubber CD100 was replaced.
  - Replaced a faulty PLC processor module for Belt Filter Press No. 2.
  - The belt drive VFD for Belt Filter Press No. 2 was replaced.
  - The digital operator for the Belt Filter Press No. 1 belt drive VFD was replaced due to input misfires.
  - Replaced a control relay for the Filter No. 2 effluent control valve actuator solenoid.
  - Installed new temperature controllers for the bearing temperatures on Emergency Generator No. 2 after its PLC module failed.
  - Replace a damaged outlet cover in UV Building.
  - Remounted the ultrasonic level sensor for Mechanical Climber Screen No. 2 in the Headworks Building.
- Pump Stations
  - Re-tuned all pump station wet-well level control PID loops to prevent oscillation.

## Information Technology

### General:

Preventative maintenance was completed for all Information Technology devices and services.

During this reporting period:

- Three server backups (*sdnhope*, *sdnpenn*, *sndrrr*) were checked for corruption and

readability. All backups are valid and recoverable.

- IT has begun developing a computer hardware refresh to replace some dated equipment.
- The lab reported issues with the performance of the lab software (Operator 10). System resources were increased and returned to the lab. The lab reported that performance is operating in an acceptable range.
- After upgrades to the firewall firmware, network issues were detected between the River Road and upstream plants. The firmware was restored to the previous version until further testing can be performed.
- While the RTO was offline, Instrumentation reported that the HMI in the RTO control room was not receiving data. After an inspection of the network and HMI software, a simple reset cleared the faults, and data was restored.
- Quotes were obtained for the replacement of outdated hardware devices. Resolution 2023-103, Authorizing the Execution of a Contract for Computer Technology, will be discussed and recommended for approval in the New Business section.

#### **625.14 Personnel Report**

Mr. Smith reported that the Staff Accountant has resigned, and SBRSA is in the process of hiring a replacement.

#### **625.15 Correspondence**

For information only.

#### **625.16 Old Business**

Nothing to report.

#### **625.17 New Business**

Mr. Smith recommended for approval of Resolution 2023-101, Authorize Participation in Cooperative Purchasing Agreement with Sourcewell as Part of the Cooperative Program, a national cooperative.

Resolution 2023-101 was moved by Mr. Morehouse and seconded by Mr. Antebi.

A discussion occurred regarding the advantages of using a cooperative.

Ms. Alexander reported that Sourcewell, a national cooperative, typically follows the State procurement law requirements.

Resolution 2023-101 was passed by a roll call vote of 6 to 0. Resolution 2023-101 follows.

**Resolution to Authorize Participation in Cooperative Purchasing Agreement  
with Sourcewell as Part of the Cooperative Program**

**Resolution No. 2023-101**

**WHEREAS**, N.J.S.A. 40:11-11 specifically authorizes two (2) or more contracting units to enter into a cooperative pricing system or joint purchasing agreement for the purchase of goods and equipment; and

**WHEREAS**, Stony Brook Regional Sewerage Authority (the "Authority"), pursuant to P.L.2011.c.139; and N.J.A.C. 5:34-7.29(c) and per Local Finance Notice No. LFN 2011-35, may by resolution and without advertising for bids, purchase of goods from any national and/or regional cooperative entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

**WHEREAS**, the Authority has the need on a timely basis to purchase goods and services utilizing Sourcewell, a cooperative purchasing program ("Sourcewell"); and

**WHEREAS**, the Authority may enter into contracts with Sourcewell vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current Sourcewell contracts.

**NOW, THEREFORE, BE IT RESOLVED**, by the Stony Brook Regional Sewerage Authority, as follows:

1. Pursuant to the provisions of N.J.S.A. 40A:11-11, the Executive Director of the Authority is hereby authorized to execute any agreement(s) and other such document(s) that are necessary to effectuate purchases through Sourcewell;
2. The Purchasing Agent of the Authority is authorized to purchase goods and services from the approved Sourcewell vendors pursuant to all conditions of the individual awarded bids
3. This Resolution shall take effect immediately.

<u>Recorded Vote:</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Gale D. Downey	X			
Julian Antebi	X			
Arundhati Bhosle	X			
David Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			

Mr. Smith recommended for approval Resolution 2023-102, Authorizing the Award of a



"No Political Contributions Allowed" Contract for Bond Counsel Services Related to the New Jersey Infrastructure Financing Program Project No. S340400-12 (Hopewell WWTP Improvement Project) to Hawkins Delafield & Wood, LLC. The contract is a renewal of the expired contract regarding the Hopewell WWTP Improvement Project. The Authority did not use their services last year due to the project being delayed.

Resolution 2023-102 was moved by Mr. Patel and seconded by Mr. Antebi.

A discussion occurred regarding the services provided by Hawkins Delafield & Wood, LLC.

Mr. Smith reported that no payment was made to Hawkins Delafield & Wood, LLC last year due to the Hopewell WWTP Improvement Project delay.

Resolution 2023-102 was passed by a roll call vote of 6 to 0. Resolution 2023-102 follows.

**Resolution Authorizing the Award of a  
"No Political Contributions Allowed" Contract for  
Bond Counsel Services Related to the New Jersey Infrastructure Financing Program  
Project No. S340400-12 (Hopewell WWTP Improvement Project)  
to Hawkins Delafield & Wood, LLC**

**Resolution No. 2023-102**

**WHEREAS**, the Stony Brook Regional Sewerage Authority (the "Authority") has a need for bond counsel services related to the New Jersey Infrastructure Financing Program (NJ I-Bank) Project No. S340400-12 as a No Political Contributions Allowed contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 et seq.; and,

**WHEREAS**, the qualified purchasing agent has determined and certified in writing that the value of the work will exceed \$17,500; and,

**WHEREAS**, the Authority requested proposals from Hawkins, Delafield and Wood LLP on October 10, 2022; and,

**WHEREAS**, the anticipated term of this contract is approximately one-year and may be extended as necessary as approved by the Authority; and

**WHEREAS**, Hawkins Delafield & Wood, LLP. has submitted a proposal dated October 11, 2023 indicating they will provide bond counsel services in regard to the NJ I Bank financing for a lump sum fee of \$32,500 plus out of pocket expenses.

**WHEREAS**, Hawkins Delafield & Wood, LLP has completed and submitted a Business Entity Disclosure Certification, which certifies that Hawkins Delafield & Wood, LLP. has not made any reportable contributions to a municipal political party committee of a governing body that appoints members to the Authority including Princeton, South Brunswick Township, West Windsor Township, Hopewell Borough, Hopewell Township and Pennington Borough in the

previous one year, and that the contract will prohibit Hawkins Delafield & Wood, LLP from making any reportable contributions through the term of the contract, and

**WHEREAS**, it is anticipated that this contract will be funded through the New Jersey Infrastructure Financing Program.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of the Stony Brook Regional Sewerage Authority authorizes the Secretary to enter into a contract with Hawkins Delafield & Wood, LLP. as described herein; and,

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

<u>Recorded Vote:</u>	AYE	NO	ABSTAIN	ABSENT
Gale D. Downey	X			
Julian Antebi	X			
Arundhati Bhosle	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			

Mr. Smith recommended for approval Resolution 2023-103, Authorizing Execution of a Contract for Computer Technology (Hardware) Products. This resolution is to replace antiquated hardware device models. A study was conducted in 2016 that recommended replacing hardware devices on a four (4) year schedule. Currently, approximately 55 devices out of 60 devices are more than four years old. Staff recommends purchasing 22 desktop workstations, seven (7) laptops, eight (8) displays, and seven (7) docking stations.

Resolution 2023-103 was moved by Mr. Morehouse, seconded by Mr. Antebi, and passed by a roll call vote of 6 to 0. Resolution 2023-103 follows.

**Resolution Authorizing Execution of a Contract  
for Computer Technology (Hardware) Products**

**Resolution No. 2023-103**

**WHEREAS**, the Stony Brook Regional Sewerage Authority (the "Authority") desires to replace a portion of its aging computer technology for the reasons set forth in the Memorandum from Matt Thomas, Information Technology Manager, to David Smith, P.E., Acting Executive Director, dated October 12, 2023, attached hereto and made a part hereof; and

**WHEREAS**, the Authority has found it necessary to contract with an outside vendor to provide said equipment and

**WHEREAS**, the Authority, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under any

contract or contracts for such goods or services entered into on behalf of the State of New Jersey by the Division of Purchase and Property in the Department of the Treasury; and

**WHEREAS**, Dell Marketing, pursuant to NJ State Contract Number M0483/19TELE00656 (Equipment PA – New Jersey), has entered into a State Contract with the State of New Jersey that allows eligible entities, including SBRSA, to make computer technology purchases under the State Contract; and

**WHEREAS**, the Authority desires to execute a contract with Dell Marketing for the purchase of twenty-two (22) desktop workstations, seven (7) laptops, eight (8) displays, and seven (7) docking stations, as more particularly described in the attached Memorandum, in an amount not to exceed \$57,341.81 without further Board authorization; and

**WHEREAS**, funds are available for this purpose in the 2023 Budget IT Department Maint. Tools and Supplies line account 7000-4512.

**NOW, THEREFORE, BE IT RESOLVED** by the Stony Brook Regional Sewerage Authority as follows:

1. That the Acting Executive Director is hereby authorized and directed to execute an Agreement with Dell Marketing, through the State of New Jersey Partnership Agreement, in an amount not to exceed \$57,341.81 without further authorization of the SBRSA Board.
2. The Acting Executive Director, staff, and consultants are authorized and directed to take all actions reasonable and necessary in the implementation of the contracts awarded herein, and this Resolution shall take effect immediately.

<u>Recorded Vote:</u>	AYE	NO	ABSTAIN	ABSENT
Gale D. Downey	X			
Julian Antebi	X			
Arundhati Bhosle	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			

### **625.18 Open to the Public**

Chairman Downey opened the public portion of the meeting, hearing no comments from the Public; the public portion of the meeting was closed at approximately 7:25 p.m.

### **625.19 And such other issues as may come before the Board**

### **625.20 Adjournment**

As no further business was to come before the Board, the meeting was adjourned at 7:26 p.m. on a motion by Mr. Patel, seconded by Mr. Morehouse, and passed by unanimous vote.

Respectfully Submitted,

David Smith  
Secretary

Recorded and Written by  
Angela Christiano  
October 27, 2023