

Minutes of Meeting #480, December 19, 2011 – Stony Brook Regional Sewerage Authority

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

MEMBERS PRESENT: Bartolini, Downey, Compton, Miller, Morehouse, Patel

MEMBERS ABSENT: McKinnon

CONSULTANTS: Alexander

STAFF PRESENT: Carlino, Coleman, Hess, Ireland, Irizarry, Kantorek, Kunert, Neuhof, Pchola, Rahimi, Redding

480.01 Pursuant to Section 13 of the Open Public Meetings Act, adequate notice of the time and place of this meeting was given by filing with the Authority's official newspapers, each Clerk of each municipality and by being posted on the Princeton Borough Hall Bulletin Board.

480.02 Approval of Minutes

Chairman Bartolini asked for comments/questions on the minutes from the November 14, 2011 Board meeting. Mr. Kantorek indicated that the on page 24, the adjournment incorrectly shows that a motion to adjourn was made by Dr. Downey and seconded by Mr. Patel. The motion to adjourn was made by Dr. Miller and seconded by Mr. Compton.

The minutes of the November 14, 2011 were approved as amended on a motion by Mr. Morehouse and seconded by Dr. Miller and passed by a vote of 5 to 0. Dr. Downey abstained.

480.03 Board Related Activities

Resolution 2011-50, Setting Regular Meeting Dates for Calendar Year 2012

Resolution 2011-50 setting the regular meeting dates for the Authority in calendar year 2011 in accordance with the provisions of the Open Public Meetings Act was presented for approval.

Mr. Kantorek noted that the meetings are scheduled for the fourth Monday of each month except in May, November and December when the meeting will be held on the third Monday of the month.

Mr. Kantorek recommended approval of Resolution 2011-50 setting the regular meeting dates for calendar year 2012. So moved by Dr. Downey, seconded by Mr. Patel and passed by a roll call vote of 6 to 0. Resolution 2011-50 follows.

**A RESOLUTION SETTING REGULAR MEETING DATES FOR THE STONY BROOK REGIONAL SEWERAGE AUTHORITY FOR CALENDAR YEAR 2012 IN ACCORDANCE WITH THE PROVISIONS OF THE OPEN PUBLIC MEETINGS ACT**

**Resolution No. 2011-50**

**BE IT RESOLVED** by the Stony Brook Regional Sewerage Authority:

1. That the regular meeting day of the Authority be held on the fourth Monday of each month, except in May, November and December when the meeting will be held on the third Monday of the month.
2. That the following dates are established as the regular meeting dates of the Stony Brook Regional Sewerage Authority in the calendar year 2012:

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
JANUARY 23, 2012	7:30 PM	SBRSA Offices, River Road
FEBRUARY 27, 2012	7:30 PM	SBRSA Offices, River Road
MARCH 26, 2012	7:30 PM	SBRSA Offices, River Road
APRIL 23, 2012	7:30 PM	SBRSA Offices, River Road
MAY 21, 2012	7:30 PM	SBRSA Offices, River Road
JUNE 25, 2012	7:30 PM	SBRSA Offices, River Road
JULY 23, 2012	7:30 PM	SBRSA Offices, River Road
AUGUST 27, 2012	7:30 PM	SBRSA Offices, River Road
SEPTEMBER 24, 2012	7:30 PM	SBRSA Offices, River Road
OCTOBER 22, 2012	7:30 PM	SBRSA Offices, River Road
NOVEMBER 19, 2012	7:30 PM	SBRSA Offices, River Road
DECEMBER 17, 2012	7:30 PM	SBRSA Offices, River Road

3. That for the purposes of public inspection, a copy of this Resolution shall be forthwith:
  - (a) Posted on the Princeton Borough Hall bulletin board and remain so posted throughout 2012;
  - (b) Mailed to the Trenton Times, Princeton Packet, Central Post, Hopewell Valley News and Pennington Post;
  - (c) Filed with the Clerks of Hopewell Borough, Hopewell Township, Pennington Borough, Princeton Borough, Princeton Township, South Brunswick Township and West Windsor Township;

(d) Mailed to those persons who have requested and paid any required charge for copies of the schedule and revision thereto, and shall be promptly mailed to those persons who shall hereafter make such request and prepay such charge by the Stony Brook Regional Sewerage Authority at their Board Meeting on December 19, 2011

<u>Recorded Vote:</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Robert A. Bartolini	X			
Harry Compton	X			
Gale D. Downey	X			
James McKinnon				X
David Miller	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			

Resolution 2011-51, Designation of the Official Newspaper

Mr. Kantorek indicated that Resolution 2011-51 is for the designation of the official newspaper for the Authority. Mr. Kantorek reported that these papers will be used to advertise meeting dates.

Mr. Kantorek recommended approval of Resolution 2011-51 designating the official newspaper. So moved by Dr. Downey, seconded by Dr. Miller and passed by a roll call vote of 6 to 0. Resolution 2011-51 follows.

**Resolution Designating the Official Newspaper of the Stony Brook Regional Sewerage Authority**

**Resolution No. 2011-51**

**WHEREAS**, The Open Public Meetings Act, Chapter 231 of the Laws of 1975, and more specifically, N.J.S.A. 10:4-8, requires that all public bodies at least once a year shall designate two newspapers to receive advance notice of Public Meetings, one of which shall be designated the official newspaper;

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

1. The designated newspapers of the Authority are:
  - A. Times of Trenton
  - B. Princeton Packet
2. The official newspaper of the Authority is the Trenton Times.
3. The Executive Director is authorized to:

A. Forward a copy of this Resolution to two newspapers, one of which shall be the official newspaper of the Authority.

4. This Resolution shall take effect as provided by law.

<u>Recorded Vote:</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Robert A. Bartolini	X			
Gale D. Downey	X			
James McKinnon				X
David Miller	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			

Chairman Bartolini commented that the internet has become a popular means for news, will it become the means in the future for posting legal notices. Ms. Diane Alexander, Counsel for the Authority, indicated that it is required by New Jersey Statute that legal notices, meeting dates, etc. be advertised in the newspaper. Ms. Alexander noted that the Department of Community Affairs has required public entities to post their minutes and meeting dates etc. on their website.

#### Consultant List

The consultant list was provided for information. Mr. Kantorek noted that several contracts were pending award.

#### 480.04 Planning and Administration

Mr. Kantorek reported that the most current 12-month average daily River Road plant flow is 10,752,564 gpd with 805,721 gpd of approved but inoperative flow for a total committed flow of 11,558,285 gpd with 1,501,715 gpd or 11.50% of available capacity. The most current 12-month average daily flow at the Hopewell Plant is 285,798 gpd with no inoperative flow, for a total committed flow of 285,798 gpd with 4.73% or 14,202 gpd of available capacity. The Pennington Plant presently has 286,102 gpd as the most current 12-month average daily flow, with 11,943 gpd of approved but inoperative flow, for a total committed flow of 298,045 gpd, with 1,955 gpd or 0.65% of available capacity. Mr. Kantorek noted that the inoperative total for the Pennington Plant is the unused portion of Bristol-Meyer Squibb approved flow.

Mr. Kantorek indicated that the 12-month average daily flow at all three facilities have reached the straight-line projections. Mr. Kantorek noted that 12-month average daily River Road flow of 10.7 mgd is the figure that the Authority provided for the Mercer County Wastewater Management Plan.

#### Monthly Flow Transmittal

The monthly flow transmittal for November was provided for information.

Mr. Kantorek noted that several adjustments were made for the month.

The meter certification conducted on December 1, 2011 at the North Ridge Meter Station indicated that the meter was reading low by 6.6%. The meter verification conducted on November 1, 2011 indicated that the meter was reading low by 0.16%. The meter data was adjusted upward by 3.38% which is the average of the December meter certification and the November meter verification.

At Meter Station No. 7 the meter certification conducted on December 1, 2011 indicated that the meter was reading high by 8.12%. The meter verification conducted on November 1, 2011 indicated that the meter was reading low by 1.21%. The meter data was adjusted downward by 3.455% which is the average of the December meter certification and the November meter verification

During the meter certification at the Millstone Pump Station, the meter could not be calibrated. It was determined that the sensor head was faulty and was replaced. However as a result, a calibration check could not be provided. Staff reviewed the November meter data with historical data for the year and found that the data was consistent with the historical data. Staff also compared the Millstone Pumping Station flow data to Meter Chamber No. 7 data as a percentage of the flows. This data was also consistent with Meter Chamber No. 7. Therefore due to the fact that the existing meter could not be certified and the fact that the meter data was deemed consistent with historical data no adjustments were made to the meter data. After the sensor head was replaced the meter was certified.

The meter certification conducted on December 1, 2011 at the Hopewell STP Influent indicated that the meter was reading low by 7.2%. The meter verification conducted on November 1, 2011 indicated that the meter was reading low by 0.78%. The meter data was adjusted upward by 3.99% which is the average of the December meter verification and the November meter certification.

At the Pennington STP Influent the meter certification conducted on December 1, 2011 indicated that the meter was reading low by 5.41%. The meter verification conducted on November 1, 2011 indicated that the meter was reading low by 0.56%. The meter data for the month of November was adjusted up by 2.985% which is the average of the December meter certification and the November meter verification with the exception of November 23 and 24, 2011. Review of the influent data indicated that on November 23<sup>rd</sup> the influent meter was at its maximum capacity. In addition based on the effluent meter data the influent chamber was most likely surcharged (surcharging caused the meter to read the maximum flow rate). Review of the influent and effluent meter data for those days also indicated that the surcharged condition most likely had an effect on the meter data for November 24<sup>th</sup>. As a result the influent meter data for November 23<sup>rd</sup> and 24<sup>th</sup> was replaced with the effluent meter data for those days.

All meters that are out of calibration more than 5% are verified the day after the meter calibration/verification and checked again one week later. The North Ridge meter, Meter

Station No. 7 meter, the Hopewell Influent meter and the Pennington Influent meter were all re-checked and were within the  $\pm 2\%$  accuracy range.

#### 480.05 Approval Requests and Actions

##### TWA-1 Approvals

None.

##### Time Extensions

None.

##### NJPDES Endorsements Requested

None.

##### Water Quality Management Plan Amendments

None.

#### 480.06 Regulatory Report

##### Discharge Monitoring Report (DMR) and NJPDES Compliance

Mr. Rahimi indicated that the October DMRs have been submitted to the NJDEP. No violations were reported at the three plants.

Mr. Rahimi indicated that the River Road Effluent Annual Surface Water Discharge Waste Characterization Report (SWDWCR) was submitted to NJDEP for the February 2011 through January 2012 reporting period.

Mr. Rahimi reported that the quarterly whole effluent toxicity (bioassay) reports have been submitted to NJDEP.

The November DMRs were completed and submitted to NJDEP on December 19, 2011.

##### Residual Discharge Monitoring Reports

Mr. Rahimi indicated that the September Residuals Discharge Monitoring Reports have been submitted to NJDEP. All River Road parameters were compliant with the Authority's Air Permit requirements.

The October RDMRs are currently being reviewed.

Air Reporting

Mr. Rahimi reported that an affirmative defense was submitted to the NJDEP on December 9, 2011 concerning a leak on the RTO that was discovered on November 10, 2011. This will be further discussed in the Engineering report. A copy of the letter was provided to the Board.

Safety

Mr. Rahimi indicated that since the last Board meeting the following safety training was provided:

<u>Date</u>	<u>Training</u>	<u>Provider</u>	<u>Number of Employees</u>
11/16/11	Fire Safety	SBRSA	29
11/16/11	Spill Pollution Prevention	SBRSA	21
12/05/11	Spill Pollution Prevention	SBRSA	1
12/05/11	Fire Safety	SBRSA	5
12/14/11	Bloodborne Pathogens	SBRSA	5

Laboratory

NJDEP has sent an Audit Correction Response letter, indicating that SBRSA has provided acceptable responses to the deficiencies noted in the October 15, 2011 Audit Report. A copy of the letter was provided to the Board.

480.07 Litigation

The Litigation Report was provided for information.

Ms. Alexander, Counsel for the Authority, indicated that the Litigation has been updated to make the report more concise.

Bakker vs. SBRSA

Ms. Alexander indicated that on October 26, 2011 a Stipulation of Dismissal with prejudice as to the punitive damage claims only against SBRSA and Ms. Heidi McLaughlin by Dennis Bakker and Nancy Bakker was received. Ms. Alexander explained that “with prejudice” means that the punitive damages will not be reinstated.

Dr. Downey commented that the Litigation Summary indicated that NJDEP has expressed its intent to issue a draft and final permit for the River Road facility in 2012. Dr. Downey asked if this will be a new draft permit and different from the Authority’s previous permit. Ms. Alexander indicated that it is expected that the permit will not incorporate phosphorus or any of the other issues the Authority has had with the prior permit. DEP believes that phosphorus should be resolved by the time the draft permit is issued. Basically the new draft permit should be the same as the current permit with the inclusion of the influent meter.

Dr. Downey expressed concern as to whether the new draft permit will contain limits for TDS, arsenic and nitrates. Ms. Alexander indicated that those items will most likely be reviewed; however, since River Road discharges to a larger stream than the upstream plants their review may find that SBRSA has no cause to violate the stream standard.

Resolution 2011-62, Authorizing the Award of a “No Political Contributions Allowed” Contract for 2012 Labor Counsel

Mr. Kantorek indicated that Schwartz Simon Edelstein Celso & Zitomer LLC (SSEC&Z) has submitted a proposal for services as Labor Counsel for 2012. Mr. Kantorek noted that the fee for services is the same as in 2011.

Mr. Kantorek recommended approval of Resolution 2011-62 authorizing a “No Political Contributions Allowed” contract to SSEC& Z as Labor Counsel. So moved by Dr. Downey, seconded by Dr. Miller and passed by a roll call vote of 6 to 0. Resolution 2011-48 follows.

**Resolution Authorizing the Award of a “No Political Contributions Allowed” Contract for 2012 Labor Counsel**

**Resolution No. 2011-62**

**WHEREAS**, the Stony Brook Regional Sewerage Authority has a need for a Labor Attorney for the period starting on December 1, 2011 and continuing through the end of Fiscal Year 2012 (November 30, 2012) as a contract that does not allow for political contributions to the Authority or its members (“No Political Contributions Allowed” contract) pursuant to the provisions of N.J.S.A. 19:44A-20.4 et seq.; and

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

**WHEREAS**, the term of this contract is 12 months and

**WHEREAS**, Schwartz Simon Edelstein Celso & Zitomer, LLC (SSEC&Z) has submitted an Agreement indicating they will provide Labor advice from December 1, 2011 through November 30, 2012. Legal services will be billed at \$195.00 per hour for Partners and Counsel; \$175.00 per hour for Associates and \$100.00 per hour for Paralegals and Law Clerks; and

**WHEREAS**, SSEC&Z has completed and submitted a Business Entity Disclosure Certification which certifies that, SSEC&Z has not made any reportable contributions to a political or candidate committee in the Stony Brook Regional Sewerage Authority service area, Mercer County, and Middlesex County in the previous one year, and that the contract will prohibit SSEC&Z from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Stony Brook Regional Sewerage Authority has Funds available in its current budget.

**NOW THEREFORE, BE IT RESOLVED** that the Board of the Stony Brook Regional Sewerage Authority authorizes the Chairman to enter into a contract with SSEC&Z 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>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Robert A. Bartolini	X			
Harry Compton	X			
Gale D. Downey	X			
James McKinnon				X
David Miller	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			

480.08 Operations Report

Mr. Kunert reported that anthracite sand has been added to the dual media filters at the Pennington STP. This has brought the media levels to the design specifications. The same was done to filter #1 at the Hopewell STP except that prior to the addition of the media, all the existing media was taken out and the air scour diffusers were removed, repaired and reinstalled. The same repairs need to be made to filter #2, which is scheduled for the week of December 19, 2011. Filter #3 needs very little media added and will be completed the same day as the repair of filter #2.

Mr. Kunert indicated that the RTO developed a small air leak at the seam that runs across the bottom of the unit. Staff purchased a high temperature sealant and repaired the leak. A DEP Hotline call was made regarding this event.

Mr. Kunert reported that a fire inspection was performed at the upstream facilities. A few minor corrections needed to be made and were addressed immediately to ensure compliance.

Mr. Kunert indicated that the thickener scum well mixer blades and shaft had a heavy buildup of rags, which prevented use due to severe imbalance. A crane was utilized to lift out the mixer so the rag buildup could be removed. Municipal Maintenance performed the work.

Mr. Kunert reported that odor control chemical trials were conducted. The chemical is used to control odors within the belt press operation. The trials are required for each vendor who wants to bid. Two vendors responded and conducted trials. Both vendors qualified to bid.

Mr. Kunert reported that on December 8, 2011, a significant leak was discovered at the head of the River Road WWTP. As part of the headworks construction, a “wye” connection was made to enable flow from the Millstone and South Brunswick Pump Stations to reach the plant through a temporary bypass line. The joint where the wye was inserted into the existing 36-inch force main separated during a rain event that allowed approximately 1,400 gallons per minute to leak out. The raw wastewater filled the excavation hole and eventually overflowed the hole causing the raw wastewater to run down the ravine that leads to the storm water system and into the Millstone River. Three companies that supply portable diesel pumps were called and the pumps were on-site within two hours. The proper agencies were notified (NJDEP and NJ American Water as soon as the event was discovered). This will be discussed in more detail during the Construction Report.

#### Odor Reports

Mr. Kunert reported that staff received no odor complaints from our surrounding area during the month of November. One odor complaint has been received for the partial month of December. The complaint was investigated by staff and occurred during the temporary bypass leak.

#### Customer Septage and Sludge Deliveries

The quantities of liquid sludge and gray water were below the budgeted amounts for the month of November while the quantity of sludge cake was slightly above the budget amount.

#### Maintenance Report

Mr. Ireland reported that the number of work requests currently open stands at twenty-one (21) with approximately five requests issued on a daily basis. On the Preventative Maintenance graphs SBRSA is currently averaging five days overdue and the number of overdue units is approximately sixty two (62).

Mr. Ireland indicated that on November 7, 2011 Liberty Mechanical was onsite to replace an existing air conditioning unit with a much needed new unit. This unit controls the temperature for the instrumentation equipment in the Incinerator Control Room and the Fly Ash VFD room.

Mr. Ireland reported that the water temperature sensor for the Pennington STP generator was replaced by EMR. Also during routine maintenance checks at the Hopewell Plant the generator was found to be leaking coolant. The following day EMR replaced the water pump and installed new hoses.

Mr. Ireland reported that on November 28, 2011, while conducting monthly generator maintenance at the River Road WWTP it was discovered that three batteries were not taking a charge. Highland Industrial Turbine Services was called in to diagnose the

problem and found a bad contact in the control cabinet. The contact was replaced and the batteries are now maintaining a full charge.

Mr. Ireland indicated that on December 7, 2011 Shafts & Sleeves replaced a torn boot on Receiving Bin #1. This will minimize the time spent by staff cleaning the sludge cake receiving facility basement.

#### 480.09 Construction Report

##### Pennington STP Upgrade and Expansion

Ms. Pchola indicated that staff received three dates (January 12, 17, and 18, 2012) from NJDEP when the Assistant Commissioner, Mr. John Plonski can be available to meet with SBRSA and representatives of our member municipalities to discuss the upstream permits. Based on the responses received from our mayors, the meeting has been set for 1:00 p.m. on January 18, 2012. SBRSA has also coordinated a “pre-meeting” on January 13, 2012 with Omni Environmental and representatives of our member municipalities to discuss a strategy for the NJDEP meeting. NJDEP has requested that SBRSA provide an agenda for the January meeting.

##### Incinerator New Rules

Ms. Pchola reported that CBE has provided the revised draft report relative to SBRSA’s compliance with EPA’s New Source Performance Standards and Emissions Guidelines for Sewage Sludge Incinerators (SSI) as a result of staff’s review and comments. A copy of the report, without appendices, was provided to the Board.

As a result of new SSI rules for existing incinerators the most prominent concerns will result in meeting the new mercury limits with the existing equipment, meeting the ash system visual emissions with the existing equipment and requiring stack testing every year of the four operating scenarios. If the concentration of mercury in the sludge is greater than 3.3 ppmwd, we would not be able to meet the new emission limits. The average mercury concentration in 2008 through 2010 was 1.22. A few exceptions to the stack testing requirements are included in the new rules. However, they require additional continuous monitoring equipment and/or limiting the discharge concentrations to less than 75 percent of the discharge limits for two consecutive years. If this is demonstrated then stack testing of those parameters could be relaxed to every three years. It should be noted that based on the results of previous stack testing, the results of all parameters are below 75% of the new SSI limits with the exception of SO<sub>2</sub> which can be met by changing the pH of the scrubber feed as described in the CBE report.

##### Resolution 2011-57, Authorizing the Award of Amendment No. 1 to the 2011 NJPDES Advice Contract with Omni Environmental LLC

Ms. Pchola indicated that Omni Environmental has requested an amendment to their 2011 NJPDES Permit Advice account in the amount of \$1,680.23 amending their total contract amount to \$31,680.23. This amendment request is based on the additional work

that was required to address both the Pennington and Hopewell WWTP draft discharge permits.

Staff recommended approval of Resolution 2011-57 authorizing the award of Amendment No. 1 to the 2011 NJPDES advice contract with Omni Environmental in an amount not to exceed \$1,680.23. So moved by Dr. Downey, seconded by Mr. Morehouse and passed by a roll call vote of 6 to 0. Resolution 2011-57 follows.

**Resolution Authorizing the Award of Amendment No. 1 to the 2011 NJPDES Advice Contract with Omni Environmental LLC**

**Resolution No. 2011-57**

**WHEREAS**, Stony Brook Regional Sewerage Authority (SBRSA) has a current agreement with Omni Environmental LLC (Omni) to provide advice relating to our NJPDES Discharge to Surface Water permit issues in the amount of \$30,000 and

**WHEREAS**, SBRSA had the need for additional work associated with this Contract with the review of the NJPDES Discharge Permits for the Pennington and Hopewell Wastewater Treatment Plants; and

**WHEREAS**, Omni has prepared Amendment No. 1 for this additional work; and

**WHEREAS**, the cost of this work is \$1,680.23 as indicated in the supporting documentation dated December 13, 2011; and

**WHEREAS**, the amended time charge contract amount is \$31,680.23; and

**WHEREAS**, the Stony Brook Regional Sewerage Authority has funds available in its current budget.

**NOW THEREFORE, BE IT RESOLVED** that the Board of the Stony Brook Regional Sewerage Authority authorizes Amendment No. 1 to 2011 NJPDES Advice Contract with Omni Environmental, LLC as described herein.

<u>Recorded Vote:</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Robert A. Bartolini	X			
Gale D. Downey	X			
Harry Compton	X			
James McKinnon				X
David Miller	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			

Ms. Pchola reported that staff requested that Omni Environmental provide a proposal for the 2012 NJPDES Permit Advice as a “no political contributions allowed” contract. The amount of \$30,000 is the same amount as the 2011 NJPDES Advice Account.

Staff recommended approval of Resolution 2011-58, awarding a “No Political Contributions Allowed” contract for 2012 NJPDES Permit Advice with Omni Environmental. So moved by Dr. Downey, seconded by Mr. Morehouse and passed by a roll call vote of 6 to 0. Resolution 2011-58 follows.

**Resolution Authorizing the Award of a “No Political Contributions Allowed”  
Contract for 2012 NJPDES Permit Advice from Omni Environmental**

**Resolution No. 2011-58**

**WHEREAS**, the Stony Brook Regional Sewerage Authority has a need for advice on its NJPDES Discharge to Surface Water Permit and Related Matters for the period starting on December 1, 2011 through the end of Fiscal Year 2012 (November 30, 2012) for our three wastewater treatment plants as a contract that does not allow for political contributions to the Authority or its members (“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, Stuart Neuhof has determined and certified in writing that the value of the work may exceed \$17,500; and,

**WHEREAS**, the term of this contract is 12 months and,

**WHEREAS**, Omni Environmental LLC has submitted an Agreement indicating they will provide NJPDES Permit Advice and Related Matters from December 1, 2011 through November 30, 2012 for a time charge fee not to exceed \$30,000 without written permission from Stony Brook Regional Sewerage Authority; and

**WHEREAS**, Omni Environmental LLC has a Business Entity Disclosure Certification on file with the same term of agreement (December 1, 2011 through November 30, 2012) which certifies that Omni Environmental has not made any reportable contributions to a political or candidate committee in the Stony Brook Regional Sewerage Authority service area, Mercer County, and Middlesex County in the previous one year, and that the contract will prohibit Omni Environmental, from making any reportable contributions through the term of the contract, and

**WHEREAS**, the Stony Brook Regional Sewerage Authority has Funds available in its current budget.

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

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination of Value is on file.

<u>Recorded Vote:</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Robert A. Bartolini	X			
Gale D. Downey	X			
Harry Compton	X			
James McKinnon				X
David Miller	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			

Resolution 2011-59, Authorizing the Award of Amendment No. 1 to the 2011 General Advice Contract with Chavond Barry Engineering

Ms. Pchola reported that Chavond-Barry Engineering (CBE) has requested an amendment to their 2011 General Advice in the amount of \$15,797.85 for additional work requested by SBRSA. The amendment request is for services as requested by staff including the review of the new SSI rules and a summary report as how they will affect the current operation of our incinerators, assistance to recertify the oxygen analyzer when staff inadvertently switched analyzers in the CEMS cabinets, additional work associated with the performance testing of the WESP, and preparation of the stack test protocol.

Staff recommended approval of Resolution 2011-59 authorizing Amendment No. 1 in the amount of \$15,797.85 to the 2011 General Advice contract with Chavond Barry Engineering. So moved by Dr. Downey, seconded by Mr. Compton and passed by a roll call vote of 6 to 0. Resolution 2011-59 follows.

**Resolution Authorizing the Award of Amendment No. 1 to the 2011 General Advice Contract with Chavond-Barry Engineering**

**Resolution No. 2011-59**

**WHEREAS**, Stony Brook Regional Sewerage Authority (SBRSA) has a current agreement with Chavond-Barry Engineering Corp. (CBE) to provide general advice relating to the operations of our incinerator and related services for our Title V permit in the amount of \$82,360; and

**WHEREAS**, SBRSA had the need for CBE to assist SBRSA with additional tasks that were not included in the original scope of work for the General Advice such as review of the new sludge incinerator rules, stack test protocol, additional assistance with the Bionomic WESP performance testing, and CEMS recertification; and

**WHEREAS**, CBE has prepared Amendment No. 1 for this additional work; and

**WHEREAS**, the cost of this work is \$15,797.85 as indicated in the supporting documentation dated December 13, 2011; and

**WHEREAS**, the amended time charge contract amount is \$98,157.85; and

**WHEREAS**, the Stony Brook Regional Sewerage Authority has funds available in its current budget.

**NOW THEREFORE, BE IT RESOLVED** that the Board of the Stony Brook Regional Sewerage Authority authorizes Amendment No.1 to 2011 General Advice Contract with Chavond-Barry Engineering Corp. as described herein.

<u>Recorded Vote:</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Robert A. Bartolini	X			
Gale D. Downey	X			
Harry Compton	X			
James McKinnon				X
David Miller	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			

Contract 07-1, River Road STP Regenerative Afterburner (RTO)

Ms. Pchola reported that on November 10, 2011 staff noticed an uncharacteristic sound coming from the RTO. Upon investigation it was determined that “air” was coming from the bottom of the RTO. Staff contacted Dürr and they were on site the afternoon of November 10, 2011. Discussions with Dürr indicated that the sealant/calcing material between the interior flanges of the bottom portion of the RTO had most likely degraded thus causing a small quantity of air to be released from the bottom of the chamber. Dürr indicated that their engineering department would have to provide further investigation in order to determine what caused the sealant to degrade. An affirmative defense letter was submitted to NJDEP on December 9, 2011.

Ms. Pchola indicated that staff requested a proposal from Dürr to provide an investigation of the leak and repair. It is expected that the repair will take approximately five days. As part of their repair proposal Dürr has included the preventative maintenance inspection of the unit at a reduced cost due to the fact that the unit will already be open for repair. Dürr recommends that the RTO be inspected annually to examine the clearance of the rotary valve, buildup on the media, accuracy of the field instrumentation, measure flow rates and pressure drop, go inside the unit to inspect the combustion chamber, check burner settings, etc. The unit was last inspected in December 2010.

Due to the specialized nature of the RTO, SBRSA requested that Dürr provide a proposal for the investigation of the leak and oversee the corresponding repair. Dürr has provided the appropriate pay to play forms ten (10) days prior to the Board meeting. The work will fall under the category of an extraordinary, unspecifiable service as outlined in N.J.S.A. 40A:11-5(1) (a) (ii) and as discussed with our attorney.

Staff recommended approval of Resolution 2011-60 authorizing the award of a contract for the repair of the Dürr Regenerative Thermal Oxidizer not to exceed \$45,860. So moved by Dr. Downey, seconded by Dr. Miller and passed by a roll call vote of 6 to 0. Resolution 2011-60 follows.

**Resolution Authorizing the Award of A Contract for  
the Repair of the Dürr Regenerative Thermal Oxidizer**

**Resolution No. 2011-60**

**WHEREAS**, the Stony Brook Regional Sewerage Authority (SBRSA) owns and operates a Dürr Regenerative Thermal Oxidizer (RTO) Unit to purify the exhaust air from its sewage sludge incinerator unit and to achieve compliance with the terms and conditions of its Clean Air Act, Title V Air Permit; and

**WHEREAS**, at this time, repairs are needed to the RTO Unit lower chamber seam and as outlined in the attached scope of work as provided by Dürr dated November 18, 2011; and

**WHEREAS**, the Authority desires to award a contract for the performance of such repair work to Dürr Systems, Inc., 40600 Plymouth Road, Plymouth, Michigan 48170-4297 in accordance with the proposal attached hereto and made a part hereof; and

**WHEREAS**, N.J.S.A. 40:11-2 authorizes the Authority to award contracts for Extraordinary Unspecifiable Services without public advertising for bids and bidding thereof; and

**WHEREAS**, Dürr has completed and submitted a Business Entity Disclosure Certification which certifies that Dürr has not made any reportable contributions to a political or candidate committee in the Stony Brook Regional Sewerage Authority service area, Mercer County, and Middlesex County in the previous one year, and that the contract will prohibit Dürr from making any reportable contributions through the term of this contract, and

**WHEREAS**, the Authority has reviewed the Certification of John Kantorek, Executive Director, dated December 16, 2011 herewith; and

**WHEREAS**, Stuart Neuhof, SBRSA CFO, has certified that funds are available in the current operating budget.

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

1. The Authority hereby authorizes the Executive Director to enter into a contract with Dürr Systems, Inc., 40600 Plymouth Road, Plymouth, Michigan 48170-4297 to affect the needed repairs to the RTO in an amount not to exceed \$45,860.
2. The Executive Director shall cause a copy of the Resolution to be published in an official newspaper of the Authority.
3. This Resolution shall take effect immediately.

<u>Recorded Vote:</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Robert A. Bartolini	X			
Gale D. Downey	X			
Harry Compton	X			
James McKinnon				X
David Miller	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			

Ms. Pchola indicated that staff received the results of the WESP performance testing from Bionomic Industries that was conducted on October 25 and 26, 2011. Results from this performance test indicate that the WESP outlet grain loading for all of the test runs was approximately double the contract performance requirement.

Staff indicated that they will meet with CBE to discuss what the Authority should do next.

Dr. Bartolini expressed concern that the WESP has not met the performance criteria. Since it is not meeting the performance criteria is this affecting the operation of RTO and does SBRSA have any recourse with the company.

Mr. Kantorek indicated that although the WESP has not met its performance criteria, there have been no violations to the Authority's air permit. Ms. Pchola indicated that there are some concerns with the water carry-over from the WESP to the RTO. There is an inspection coming up which includes inspection of the interior and any corrosive issues.

Ms. Alexander indicated that there is recourse for damages contained in the contract. If the Authority wants to take action, there are avenues for the Authority to pursue. At this point, it is too early to proceed legally.

A brief discussion followed on the performance of the RTO.

#### Contract 09-1 Nitrification Aerator and Chemical Feed System Replacement

Ms. Pchola reported that during a review of the certified payrolls for the project, staff noticed a few inconsistencies with the documentation. Discussions with the contractor, MBE Mark III Electric, revealed that on some of the weekly payrolls, benefit calculations were based on the wrong electrical union local. The contractor has since amended all incorrect weekly payrolls and resubmitted the corrected forms. With the corrected certified payrolls Staff has determined that all wages paid were in compliance with the Federal wage rates as required by NJDEP. In addition, Change Order No. 7 (incorporating the Federal wage rates into the Contract documents) approved at the November 28, 2011 Authority Board meeting has been fully executed and approved by the NJDEP.

## Contract 10-1, Headworks Project

Ms. Pchola reported that this project is 18% complete as of pay estimate No. 9.

Ms. Pchola indicated that as discussed last month the landfill operator, Waste Management, halted disposal of the landfill material until sampling and testing of the material has been completed. Tomar, Omni, and SBRSA developed a plan to screen and stockpile the landfill material on-site until the required sampling and testing could be performed. The plan was discussed with the NJDEP Division of Solid Waste and received approval. By stockpiling the landfill material on-site, the excavation for the new aerated grit chambers can continue while disposal options for the landfill material are considered and the sampling and analysis requirements are finalized. Ms. Pchola indicated that samples have been sent to Burlington County to determine if they would accept the material as landfill cover. Staff has not yet heard from Burlington County.

Ms. Pchola reported that during the week of November 28, 2011 the wet tap and linestop of the Millstone Force Main was completed and the 36-inch permanent bypass manifold and 24-inch bypass piping installed. The permanent bypass system was placed into service On December 3, 2011 and the linestop was removed.

On Thursday December 8, 2011 at 07:15 the contractor discovered that a leak had developed in the newly installed 36-inch manifold. The leak was substantial causing the excavation to fill with wastewater and discharge to the surface. Immediately upon discovery of the leak, a hot line call was made to the NJDEP. Since flow through the force main (Millstone and South Brunswick Pumping Stations) could not be interrupted, the contractor began the process of mobilizing dewatering pumps. An 8-inch diesel powered dewatering pump was set-up and at 11:30 a.m. the leaking wastewater was pumped to the existing grit chambers utilizing the excavation as a sump pit. Once the leak was brought under control, Tomar and SBRSA met and developed a plan to remobilize the wet tap contractor and re-insert the linestop and temporary bypass piping. International Flow Technologies was on site on Monday December 12, 2011 and at 11:30 a.m. the linestop was inserted, the flow directed through the temporary bypass piping, and the leak stopped.

Ms. Pchola indicated that negotiations for Change Order No. 5 for the “extra work” required by Tomar to assist International Flow Technologies to provide the “first” wet tap and to complete the additional bypass is complete.

Staff recommended approval of Change Order No. 5 for the additional work by Tomar Construction in the amount of \$33,744.84. Dr. Downey noted that this amount is approximately \$12,000 less than Tomar’s original change order.

Change Order No. 5 was moved by Dr. Downey, seconded by Dr. Miller and passed by a vote of 6 to 0.

Ms. Pchola noted that Tomar is fully responsible for the second linestop and any DEP fines that may be associated with the leak.

## Contract 11-1, Fly Ash Slurry Pump Rehabilitation Project

Ms. Pchola reported that on November 17, 2011 representatives for the Chesterton mechanical seal manufacturer were on-site and installed the correct mechanical seal on Fly Ash Slurry Pump #3. On Monday, November 21, 2011 the contractor completed start up of FAS Pump #3 and the pump was placed into operation. On December 5, 2011 the contractor completed the removal of FAS Pump #2 and delivered the pump to the manufacturer for rework. FAS Pump #2 is scheduled to be re-installed during the week of January 9, 2012.

### 480.10 Finance Report

#### Payment of Bills and Claims

Dr. Miller moved for the approval of the payment of bills and claims in the amount of \$1,528,463.96 with two signatures instead of three; seconded by Dr. Downey and passed by a vote of 6 to 0.

#### Treasurer's Report

Mr. Neuhof reported that net income for the 12-month period ending November 30<sup>th</sup> stands at \$554,577. This is an increase of \$26,865. This increase is attributed to more than anticipated revenue of \$179,000 from the outside sludge business and a savings in expenditures of approximately \$375,000. Mr. Neuhof noted that the figure is unaudited and may change. The Authority has total investments of \$18,820,581 at an average interest rate of 0.28%. The balance for current construction projects is \$13,950,324. Mr. Neuhof indicated that there are sufficient funds for these projects. The New Jersey Cash Management Fund yield remains at 0.04%.

#### Consent Agenda

The following resolutions were considered to be routine and noncontroversial and were approved by one motion on a Consent Agenda: Resolution 2011-52, Appointment of a Public Agency Compliance Officer; Resolution 2011-53, Authorizing Contracts with Certain Approved State Contract Vendors; Resolution 2011-54, Adoption of a Cash Management Plan; and Resolution 2011-55, Property Insurance.

Mr. Neuhof reviewed the resolutions.

Mr. Neuhof indicated that Resolution 2011-52 is for the appointment of Madelene Karlowitsch to serve as the Authority's Public Agency Compliance Officer for the calendar year 2012 and to fulfill the requirements of the Affirmative Action Office, Department of the Treasury of the State of New Jersey.

Mr. Neuhof explained that the State of New Jersey has a cooperative purchasing program where they bid hundreds of items, and extend most of the bid contracts to municipalities

and authorities. Mr. Neuhof noted that there are sixteen (16) vendors that SBRSA would like to utilize and are attached to Resolution 2011-53.

Mr. Neuhof indicated that Resolution 2011-54 is for the adoption of the Authority’s Cash Management Plan. Mr. Neuhof noted that the plan is basically the same as in 2011.

Mr. Neuhof reported that Resolution 2011-55 is for the renewal of the Authority’s property insurance with Borden Perlman. Six insurance carriers were sent specifications for quotations and three responded. Travelers Insurance meets the Authority’s coverage needs and specifications at the lowest premium. Travelers is also the Authority’s current insurance carrier. The premium for 2012 is \$95,445 which is an increase of 9.1%.

Mr. Neuhof recommended approval of Resolutions 2011-52, 2011-53, 2011-54, and 2011-55. The resolutions were moved by Dr. Miller, seconded by Dr. Downey and passed by a roll call vote of 6 to 0. The resolutions follow.

**RESOLUTION TO APPOINT A PUBLIC AGENCY  
COMPLIANCE OFFICER**

**BE IT RESOLVED**, by the Stony Brook Regional Sewerage Authority that Madelene Karlowitsch be and is hereby appointed to serve as the Authority's Public Agency Compliance Officer (PACO) for the calendar year 2012 to fulfill the requirements of the Affirmative Action Office, Department of the Treasury of the State of New Jersey.

<u>Recorded Vote:</u>	<u>AYE</u>	NO	<u>ABSTAIN</u>	<u>ABSENT</u>
Robert A. Bartolini	X			
Gale D. Downey	X			
David Miller	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			
James McKinnon				X
Harry Compton	X			

**RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED  
STATE CONTRACT VENDORS FOR CONTRACTING UNITS  
PURSUANT TO N.J.S.A. 40A:11-12a**

**Whereas**, the Stony Brook Regional Sewerage 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 the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

**Whereas**, the Stony Brook Regional Sewerage Authority has the need on a timely basis to purchase goods or services utilizing State contracts; and

**Whereas, the** Sewerage Authority intends to enter into contracts with the attached Referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts.

**Now, Therefore, Be It Resolved,** that the Stony Brook Regional Sewerage Authority authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors on the attached list, pursuant to all conditions of the individual State contracts; and

**It Further Resolved,** that the governing body of the Stony Brook Regional Sewerage Authority pursuant to N.J.A.C. 5:30-5.5(b), the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Chief Finance Officer; and

**Be It Further Resolved** that the duration of the contracts between the Stony Brook Regional Sewerage Authority and the Referenced State Contract Vendors shall be from December 1, 2011 to November 30, 2012.

<u>Vendor</u>	<u>Commodity/Service</u>	<u>State Contract #</u>	<u>Vendor Contract #</u>	<u>Expired date</u>
Avaya Inc.	Telecommunications Equipment	<b>T-1316</b>	42285	01/31/12
DS Waters Of America INC DBA Crystal Springs	Water, Bottled 5 Gallon	<b>T-0002</b>	74666	07/31/12
Fastenal Company	Industrial/MRO Supplies & Equipment	<b>M-0002</b>	79873	02/28/14
Fisher Scientific	Lab Supplies	<b>T-0115</b>	75827	12/31/13
Flemington Buick Chevrolet	Light Duty Trucks And Cargo Vans	<b>T-2754</b>	78847	04/13/12
Gaithersburg Equipment Co	Loader / Backhoe New Holland	<b>G-8017</b>	79572	07/31/13
Konica Minolta Business	Maintenance Serv. & Supplies Copy Equipment	<b>T-437C</b>	68256	12/31/11
Lincoln Supply LLC	HVAC Repair Parts	<b>T-0537</b>	71598	02/28/12
Mall Chevrolet Inc.	Light Duty Trucks And Cargo Vans	<b>T-2754</b>	78844	04/13/12
MSC Industrial Supply Co Inc	Industrial/MRO Supplies & Equipment	<b>M-0002</b>	79874	02/28/14
Pedroni	Unleaded Gas	<b>T-0083</b>	65041	02/28/12
Pitney Bowes Inc.	Mailroom Equip. &	<b>T-0200</b>	75237	09/30/12

	Maintenance			
Taylor	#2 Fuel	<b>T-1845</b>	41867	01/31/12
UPS	Overnight Delivery Service	<b>T-1428</b>	64368	12/31/11
Verizon Wireless	Wireless Phones	<b>T-216A</b>	64428	10/31/12
WW Grainger	Industrial/MRO Supplies & Equipment	<b>M-0002</b>	79875	02/28/14

<u>RECORDED VOTE:</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Robert A. Bartolini	X			
Gale D. Downey	X			
David Miller	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			
James McKinnon				X
Harry Compton	X			

**RESOLUTION OF THE STONY BROOK REGIONAL SEWERAGE  
AUTHORITY ADOPTING A CASH MANAGEMENT PLAN**

**Resolution No. 2011-54**

**WHEREAS**, N.J.S.A. 40A:5-14 requires that the governing body must approve, by a majority vote, an annual cash management plan;

**NOW, THEREFORE, BE IT RESOLVED** by the SBRSA that the Cash Management Plan, attached hereto, is hereby approved for the fiscal year ending November 30, 2012 and that the Chief Financial Officer is directed to implement said Cash Management Plan in accordance with all applicable statutes.

<u>RECORDED VOTE:</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Robert A. Bartolini	X			
Gale D. Downey	X			
David Miller	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			
James McKinnon				X
Harry Compton	X			

2012 Estimated Participants' Charge

Mr. Neuhof had provided the Board with the final 2012 estimated participant charges and the un-audited 2011 year-end adjustment. Mr. Neuhof indicated that there was very little change in these figures from the prior month.

Mr. Neuhof recommended approval of Resolution 2011-56, 2012 Estimated Participant Charges. Mr. Neuhof noted that the title on the resolution 2011 Participants' Estimated Charge should read 2012 and not 2011. Dr. Downey moved Resolution 2011-56 as amended. Seconded by Dr. Miller and passed by a roll call vote of 6 to 0. Resolution 2011-56 follows.

### **2012 Participants' Estimated Charge Resolution**

#### **Resolution 2011-56**

**BE IT RESOLVED** by the Stony Brook Regional Sewerage Authority on December 19, 2011:

1. Pursuant to Section 609(2) of the Bond Resolution, the Authority adopted an Annual Budget of Operating Expenses in the amount of \$14,874,558 for its fiscal year commencing December 1, 2011. A copy of the Annual Budget, as adopted, shall be promptly filed with the Trustee and the Consulting Engineer.
2. Pursuant to Section 406(B) of the Amended Service Contract, the Authority is required to estimate the "Net Annual Cost" for the ensuing fiscal year. For this purpose, "items of expense" are \$14,874,558; "items of receipt" are \$ 2,738,443. The "Net Annual Cost" which the Authority will use for computing the "Base Charge" is \$ 12,136,115.
3. Pursuant to Section 406(B) of the Amended Service Contract, the Authority, on or before December 20, is required to estimate the "Annual Charge" for each participant for the ensuing fiscal year. The "Annual Charge" is composed of (a) the "Base Charge" (b) the "Connecting Installment" and (c) the modified "Project Debt Service Adjustment". The "Connecting Installment" was included for the years 1984 to 1993 and no longer applies.
  - (a) The "Base Charge" is figured by allocating the "Net Annual Cost" among the participants in accordance with the Authority's estimate of each participant's expected proportion of actual flow for the ensuing fiscal year.
    - (1) The Authority hereby adopts the following percentages using flow estimates based on 5 years of average flow method as the allocation figures to be used for FY 2012:

Princeton Borough	16.522 %
Princeton Township	18.539
South Brunswick Township	38.207
West Windsor Township	22.591
Hopewell Borough	1.593
Pennington Borough	2.548

(2)(a) Applying these allocation percentages to the estimated "Net Annual Cost" produces the "Base Charge" component of the "Annual Charge" as shown below:

Princeton Borough	\$2,005,156.95
Princeton Township	2,249,863.59
South Brunswick Township	4,636,801.65
West Windsor Township	2,741,726.06
Hopewell Borough	193,384.61
Pennington Borough	309,182.14
TOTAL	<u>\$12,136,115.00</u>

(b) The allocation factors, based on an average of flows from 2005 through 2011, (seven-year average) to be used for the computation of the "Project Debt Service Adjustment" are as follows:

Princeton Borough	16.884%
Princeton Township	18.774
South Brunswick Township	38.153
West Windsor Township	21.977
Hopewell Borough	1.600
Pennington Borough	2.611

(c) The computation of the new modified "Project Debt Service Adjustment" produces the following figures:

Princeton Borough	-169,447.13
Princeton Township	-113,704.90
South Brunswick Township	+ 58,029.19
West Windsor Township	+231,770.67
Hopewell Borough	+8,425.37
Pennington Borough	<u>-15,073.20</u>
TOTAL	<u>\$ 0.00</u>

Unless revised by the Authority the "Annual Charge" to the participants for the ensuing fiscal year will be:

	<u>Base</u> <u>Charge</u>	+	<u>Project</u> <u>Debt</u> <u>Service</u> <u>Adjustment</u>	=	<u>Annual</u> <u>Charge</u>
Princeton Borough	\$2,005,156.95		-169,447.13		\$1,835,709.82
Princeton Township	2,249,863.59		-113,704.90		2,136,158.69
South Brunswick Township	4,636,801.65		+ 58,029.19		4,694,830.84
West Windsor Township	2,741,726.06		+231,770.67		2,973,496.73
Hopewell Borough	193,384.61		+8,425.37		201,809.98
Pennington Borough	<u>309,182.14</u>		<u>-15,073.20</u>		<u>294,108.94</u>
TOTAL	<u>\$12,136,115.00</u>		<u>0.00</u>		<u>\$ 12,136,115.00</u>

Recorded Vote:	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Robert A. Bartolini	X			
Gale D. Downey	X			
Harry Compton	X			
James McKinnon				X
David Miller	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			

Monthly Sludge Business Analysis

The monthly Sludge Business Tracking for FY 2011 was provided to the Board. Mr. Neuhof reported that net income for the month of November is \$119,280 and the cumulative net income is \$1,522,960. Gas usage for the month of November was approximately 63,608 therms and the remaining simple payback for the RTO is 3.7 years.

Division of Local Government Services Desk Review of 2010 Audit

Mr. Neuhof explained that staff received a letter from the State of New Jersey regarding a “Desk Review of the 2010 Audit Report”. The 2010 audit report was accepted by the Department of Local Government Services, but the Schedule of Federal Financial Awards did not contain the State Account Number and Program Account for each federal pass through grant.

Mr. Neuhof indicated that he has forwarded a copy of the letter to the Authority’s auditor who will address the issue.

480.11 Personnel Report

The Personnel Report was provided for member information.

Mr. Kantorek indicated that there was one in-house transfer. Mr. Jose Irizarry is now an Environmental Tech 1.

480.12 Correspondence

For information

Mr. Kantorek indicated that this came to him as a request to sign on with Synagro Parsippany Troy Hills Bio-Energy Center. Synagro and Parsippany Troy Hills (PTH) have some type of arrangement where Synagro will operate PTH’s incinerator and PTH will pay Synagro to incinerate their sludge. However, it is competition to the Authority.

The Board requested that staff obtain more information on this matter.

480.13 Old Business

None.

480.14 New Business

Resolution 2011-61, Award of Contract for the Supply of a Liquid Odor Control Chemical

Mr. Kunert reported that sealed bids for the supply of a liquid odor control product were received on December 14, 2011. The bids are based on the results of trial that were conducted prior to bidding. During the trials, each bidder had to meet the qualifications regarding product effectiveness and determine the dosage necessary to meet the specifications. Two companies responded to the bid and two trials were conducted. The results are as follows:

	<u>12-Month</u>	<u>24-Months</u>
Siemens Water Technologies	\$0.783/lb / \$128,556.31	\$0.783/lb / \$128,556.31 \$0.807/lb / \$132,496.73 2 Year Total = \$261,053.04
Water Engineering Services, Inc.	\$0.879/lb / \$83,814.93	\$0.879/lb / \$ 83,814.93 \$0.879/lb / \$ 83,814.93 2 Year Total = \$167,629.86

Mr. Kunert noted that the average total pounds used during the trials are used in the formula to calculate a total bid price. This explains why a vendor may have a higher unit price but a lower one year and two year total price.

Mr. Kunert indicated that the last contract was a two-year contract with Water Engineering Services, Inc. at a unit price of \$0.869 per pound for a two-year contract in the amount of \$133,104.00. Mr. Neuhof noted that the odor control cost for last year was approximately \$40,000.

Mr. Kunert recommended approval of Resolution 2011-61, awarding a two-year contract for the supply of a liquid odor control chemical to Water Engineering Services, Inc. at an estimated cost of \$167,629.86. So moved by Dr. Downey, seconded by Dr. Miller and passed by a roll call vote of 6 to 0. Resolution 2011-61 follows.

**Resolution Awarding Contract for the Supply of a Liquid Odor Control Chemical**

**Resolution No. 2011-61**

**WHEREAS**, the Authority advertised for the receipt of sealed competitive bids in accordance with the requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. for the supply of a Liquid Odor Control Chemical; and

**WHEREAS**, the following sealed competitive bids were received by the Authority on December 14, 2011, as more fully set forth as follows:

	<u><b>12-Month</b></u>	<u><b>24-Month</b></u>
Siemens Water Technologies	\$0.783/lb. / \$128,556.31	\$0.783/lb. / \$128,556.31 \$0.807/lb. / \$132,496.73 <b>2Yr. Total = \$261,053.04</b>
Water Engineering Services, Inc	\$0.879/lb. / \$83,814.93	\$0.879/lb. / \$83,814.93 \$0.879/lb. / \$83,814.93 <b>2Yr. Total = \$167,629.86</b>

**WHEREAS**, the Authority has determined that the bid of Water Engineering Services, Inc. is the lowest 24-month bid; and

**WHEREAS**, the bidder, Water Engineering Services, Inc. submitted a bid of \$0.879 per pound for the first year and \$0.879 per pound for the second year for a total two year price of \$167,629.86; and

**WHEREAS**, the bid has been reviewed by the Authority to determine compliance with the bid specifications in accordance with the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq. and has been determined to be in order; and

**WHEREAS**, there are sufficient funds to provide funding for the contract amount.

**NOW, THEREFORE, BE IT RESOLVED** by the Stony Brook Regional Sewerage Authority that it hereby awards a 24-month contract to Water Engineering Services, Inc., the lowest responsive bidder for the supply of a Liquid Odor Control Chemical in the estimated amount of \$167,629.86.; and

**BE IT FURTHER RESOLVED** that the Executive Director, staff and consultants are authorized to take all appropriate measures to ensure that all appropriate documents are provided by the Contractor.

<u>Recorded Vote:</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Robert A. Bartolini	X			
Harry Compton	X			
Gale D. Downey	X			
David Miller	X			
James McKinnon				X
C. Schuyler Morehouse	X			
Bharat Patel	X			

480.15 Adjournment

As there was no further business to come before the Board, the meeting was adjourned at approximately 8:39 p.m. on a motion by Dr. Downey seconded by Mr. Patel and passed by unanimous vote.

Respectfully Submitted,

John Kantorek  
Secretary

Recorded and Written by  
Patricia Carlino  
January 9, 2012