

Minutes of Meeting #504, December 16, 2013 – Stony Brook Regional Sewerage Authority

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

MEMBERS PRESENT: Bartolini, Downey, Goldfarb, Morehouse, Patel

MEMBERS ABSENT: Compton

CONSULTANTS: Alexander, Bradley, Hall

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

Public Hearing

The Public Hearing to receive comments regarding the Authority's proposed Rate Schedule for the receipt and treatment of outside liquid sludge, sludge cake, septage, gray water and special wastes in fiscal year 2014 was declared opened at 7:30 pm by Chairman Bartolini. A Certified Court Reporter was present to record the proceedings.

Mr. Kantorek indicated that the purpose of the Public Hearing was to present the 2014 Rate Schedule for liquid sludge, sludge cake, septage, gray water and special wastes, and to provide the public an opportunity to comment on the rates. Mr. Kantorek indicated that 2014 rates for sludge cake, septage, gray water and special waste are the same as in 2013.

Mr. Kantorek explained that each year the Authority reviews the current sludge market, what the market will bear and our operating costs. However, most of SBRSA's liquid sludge contracts are conducted on a negotiated basis, which are typically lower than the rates in the rate schedule.

Chairman Bartolini then asked if there were any additional questions or comments from the Board. Mr. Goldfarb asked how the negotiated rates compare to the rates in the rate schedule. Mr. Kantorek indicated that the average liquid sludge rate for 2013 is \$53, which is slightly lower than the best rate on the schedule; and the average sludge cake rate is \$52 per cubic yard which is approximately \$10 less than the rate schedule. Mr. Goldfarb then asked if the Authority had any customers who pay the published rates. Mr. Kantorek indicated that the Authority does have customers who pay the published rates. These are really small customers who do a one-year contract.

Chairman Bartolini then asked if there were any additional questions or comments. As there were none, the Public Hearing was closed at 7:33 pm on a motion by Mr. Morehouse, seconded by Dr. Downey and passed by unanimous vote.

**2014 RATE SCHEDULE
NOTICE OF PUBLIC HEARING**

Notice is hereby given that a public hearing will be held by the STONY BROOK REGIONAL SEWERAGE AUTHORITY on Monday, December 16, 2013 at 7:30 PM in the Conference Room, Operations Building, 290 River Road, Princeton, NJ.

I. Liquid Sludge				
Percent Solids	ANNUAL COMMITTED VOLUME PER SOURCE:			Uncommitted Contract
	Over 1 Million	0.5 - 0.99 Million	Up to 0.5 Million	
0.0% - 5.5%	\$ 54	\$ 62	\$72	\$ 82
5.5% - 7.0%	\$ 72	\$ 82	\$ 87	\$102
<p>Notes:</p> <p>1) All cost quotes are in dollars per 1000 gallons.</p> <p>2) Effective Date and Terms of Revised Schedule: These rates are in effect for calendar year 2014. See below additional discounts on longer-term contracts.</p> <p>3) Discounted Items: Deduct \$5/1000 gallons for Saturday and Sunday deliveries. Deduct \$5/1000 gallons for all quantities delivered in excess of 3 million gallons during 2014. Contracts through 12/31/15, <u>\$2/1000 gallons off 2015 posted rate.</u> Contracts through 12/31/16, <u>\$4/1000 gallons off 2016 posted rate.</u></p> <p>4) Sludge which has volatile solids between 40 and 49.9% will be surcharged \$5/1000 gallons. Sludge below 40% volatile solids is not accepted.</p> <p>5) All non-contract sludge will be processed on a C.O.D. basis.</p> <p>6) For customers requesting to enter into contracts for committed volume in excess of 1.0 million gallons per year, and for a period of time in excess of one year, SBRSA may modify the above rates if, in its judgment, such modification is necessary to ensure the commitment of sufficient volume to utilize SBRSA's available sludge disposal capacity.</p>				
II. Sludge Cake				
<p>a. \$62/Cubic Yard (14 - 22% Solids)</p> <p>b. \$60/Cubic Yard (22.1 - 30% Solids)</p> <p>c. \$2/Cubic Yard discount for Saturday/Sunday deliveries</p> <p>Note: Sludge Cake Rates are negotiable for annual commitments in excess of 1,000 cu yds.</p>				
III. Septage				
		Gallons	All gallons Billed at	
		0 - 200,000	\$62	
		200,000 - 400,000	61	
		400,000 - 800,000	59	
		800,000 - 1,200,000	57	
Note: All cost quotes are in dollars per 1,000 gallons. Commitments in excess of 1.2 million gallons/year are negotiable.				
IV. Gray Water				
<p>\$32</p> <p>Note: All cost quotes are in dollars per 1,000 gallons. Commitments in excess of 1.0 million gallons/year are negotiable.</p>				
V. Special Waste (Industrial Users)				
<p>a. Flow Charge is \$0.9/1000 gallons</p> <p>b. Site Remediation flow charge from landfill or groundwater remediation projects is \$1.80/1000 gallons</p>				
VI. High Strength User Surcharges:				
<p>a. Biochemical Oxygen Demand (over 300 mg/l) - Suspended for 2014.</p> <p>b. Total Suspended Solids (over 300 mg/l) - Suspended for 2014.</p> <p>c. Ammonia Nitrogen (over 40 mg/l) - Suspended for 2014.</p>				

SBRSA reserves the right to submit, direct or through haulers, sealed competitive bid prices as authorized by resolution.

Further information regarding this hearing may be obtained by contacting the Stony Brook Regional Sewerage Authority office (609) 924-8881.

John Kantorek,
Secretary

Chairman Bartolini opened the regularly scheduled Board meeting at 7:34 p.m.

504.01 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 Bulletin Board.

504.02 Approval of Minutes

The minutes from the November 18, 2013 meeting were approved as presented on a motion by Dr. Downey, seconded by Mr. Goldfarb and passed by a vote of 5 to 0.

504.03 Board Related Activities

Resolution 2013-65, Adopt the 2014 Rate Schedule

The 2014 Rate Schedule was approved on a motion by Dr. Downey, seconded by Mr. Morehouse and passed by a roll call vote of 5 to 0. Resolution 2013-56 follows.

RESOLUTION TO ADOPT THE 2014 RATE SCHEDULE

Resolution No. 2013-65

WHEREAS, the Stony Brook Regional Sewerage Authority (hereinafter the Authority or SBRSA) is authorized by the Sewerage Authorities Law, and particularly N.J.S.A. 40:14A-7(11), to make and enforce rules and regulations for the management and regulation of its affairs and for the use, maintenance and operation of the sewerage system of the Authority, and to amend the same from time to time; and

WHEREAS, the Authority is authorized, when necessary and desirable, pursuant to N.J.S.A. 40:14A-8, to charge and collect rents, rates, fees or other charges in the nature of use or service charges, based or computed on various factors or on any combination of any such factors, and may give weight to the characteristics of the sewage and other wastes and any other special matter affecting the cost of treatment and disposal thereof, including chlorine demand, biochemical oxygen demand, concentration of solids and chemical composition [N.J.S.A. 40:14A-8(b)]; and

WHEREAS, the Authority desires to establish a Rate Schedule for 2014 so as to provide for the direct assessment and recovery of charges to Users discharging liquid sludge, sludge cake, septage, gray water, special wastes (Industrial Users) and high strength wastewater surcharges, as set forth in the 2014 Rate Schedule, attached hereto; and

WHEREAS, a notice of the 2014 Rate Schedule was published in accordance with the requirements of N.J.S.A. 40:14A-8, and public hearing held on December 16, 2013 at 7:30 PM, at the offices of the Authority, 290 River Road, Princeton, NJ, at which time the Authority solicited public comment on the proposed regulation.

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

1. The 2014 Rate Schedule, attached as Exhibit A hereto and made a part hereof, is hereby adopted. Any and all bills issued by the Authority by reason of this regulation shall be due and payable by the recipient within 30 days of the date thereof upon the failure of which the Authority shall be authorized to assess interest at the rate then in effect pursuant to N.J.S.A. 40:14A-21.
2. If any provision of this resolution or the application thereof to any person or circumstance is held invalid by a court of competent jurisdiction, such invalidity shall not affect any other provision of the resolution and to this end the provisions of this resolution are declared to be severable.
3. This Resolution shall take effect as provided by law.

Recorded Vote:

	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Robert A. Bartolini	X			
Harry Compton				X
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			

Resolution 2013-56, Setting the Regular Meeting Dates for Calendar Year 2014

Resolution 2013-56 for setting the regular meeting dates for the Authority in calendar year 2014 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 meetings will be held on the third Monday of the month due to holidays.

Mr. Kantorek recommended approval of Resolution 2013-56 setting the regular meeting dates for calendar year 2013. So moved by Dr. Downey, seconded by Mr. Morehouse and passed by a roll call vote of 5 to 0. Resolution 2013-56 follows.

A RESOLUTION SETTING REGULAR MEETING DATES FOR THE STONY BROOK REGIONAL SEWERAGE AUTHORITY FOR CALENDAR YEAR 2014 IN ACCORDANCE WITH THE PROVISIONS OF THE OPEN PUBLIC MEETINGS ACT

Resolution No. 2013-56

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 2014:

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
JANUARY 27, 2014	7:30 PM	SBRSA Offices, River Road
FEBRUARY 24, 2014	7:30 PM	SBRSA Offices, River Road
MARCH 24, 2014	7:30 PM	SBRSA Offices, River Road
APRIL 28, 2014	7:30 PM	SBRSA Offices, River Road
MAY 19, 2014	7:30 PM	SBRSA Offices, River Road
JUNE 23, 2014	7:30 PM	SBRSA Offices, River Road
JULY 28, 2014	7:30 PM	SBRSA Offices, River Road
AUGUST 25, 2014	7:30 PM	SBRSA Offices, River Road
SEPTEMBER 22, 2014	7:30 PM	SBRSA Offices, River Road
OCTOBER 27, 2014	7:30 PM	SBRSA Offices, River Road
NOVEMBER 17, 2014	7:30 PM	SBRSA Offices, River Road
DECEMBER 15, 2014	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 Municipal Building bulletin board and remain so posted throughout 2014;

(b) Mailed to the Trenton Times, Princeton Packet, Central Post, Hopewell Valley News and Pennington Post;

(c) Posted on the Stony Brook Regional Sewerage Authority website www.sbrsa.org;

(d) Filed with the Clerks of Hopewell Borough, Hopewell Township, Pennington Borough, Princeton, South Brunswick Township and West Windsor Township;

(e) 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 16, 2013

Recorded Vote:

	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Robert A. Bartolini	X			
Harry Compton				X
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			

Resolution 2013-57, Designating the Official Newspaper Paper of the Stony Brook Regional Sewerage Authority

Mr. Kantorek indicated that Resolution 2013-57 is for the designation of the official newspaper for the Authority. Mr. Kantorek reported that these papers will be used to advertise meeting dates.

Chairman Bartolini indicated that the Trenton Times is called the "The Times of Trenton" and the Resolution should be amended to reflect the correct title of the newspaper.

Mr. Kantorek recommended approval of Resolution 2013-57 designating the official newspaper, as amended. So moved by Dr. Downey, seconded by Mr. Goldfarb and passed by a roll call vote of 5 to 0. Resolution 2013-57 follows.

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

Resolution No. 2013-57

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. The Times of Trenton (Trenton Times)
 - B. Princeton Packet
2. The official newspaper of the Authority is The Times of Trenton (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.

Recorded Vote:

	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Robert A. Bartolini	X			
Harry Compton				X
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			

Consultant List

The consultant list was provided for information. Mr. Kantorek indicated that the list shows two contracts being awarded tonight; however, there are three contracts.

The Origins and Activities of Stony Brook Regional Sewerage Authority – 1960 1982

Chairman Bartolini distributed to each Board member a copy of The Origins and Activities of Stony Brook Regional Sewerage Authority 1960-1982. Chairman Bartolini indicated that this document provides a great deal of information including the history of the Stony Brook Regional Sewerage Authority and how it was formed.

504.04 Planning and Administration

Mr. Kantorek reported that the most current 12-month average daily River Road plant flow is 9,248,734 gpd with 900,214 gpd of approved but inoperative flow for a total committed flow of 10,148,948 gpd with 2,911,052 gpd or 22.29% of available capacity. The most current 12-month average daily flow at the Hopewell Plant is 226,887 gpd with 1,200 gpd of inoperative flow, for a total committed flow of 228,087 gpd with 23.97% or 71,913 gpd of available capacity. The Pennington Plant presently has 257,320 gpd as the most current 12-month average daily flow, with 16,481 gpd of approved but inoperative flow, for a total committed flow of 273,801 gpd, with 8.73% or 26,199 gpd of available capacity. Mr. Kantorek noted that the inoperative flow total for the Pennington Plant is the unused portion of Bristol-Meyers Squibb approved flow.

Mr. Kantorek indicated that the 12-month average daily flows are slightly lower than the previous month. This is due to the continued dry weather conditions and, most likely, the 12-month average daily flows will decrease slightly again next month.

Monthly Flow Transmittal

The monthly flow transmittal for November was provided for information.

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

The meter certification conducted on December 2nd at the South Brunswick Pumping Station indicated that the low range meter (data below 5.0 mgd) was reading low by 9.9%. The meter reading on November 1st was 0.84% high. Therefore the meter data was adjusted upward by 4.53%, which is the average of the meter certification on December 2nd and the meter verification conducted on November 1st with the exception of November 27th and 28th. Only a portion of the data was adjusted on those days corresponding to the hourly data below 5.0 mgd.

Staff rechecked the low range meter at the pump station on December 3rd and the meter was within the acceptable $\pm 2\%$ range (1.48%).

The meter certification conducted on December 2nd at the Pennington STP indicated that the meter was reading low by 22.56%. The meter reading on November 1st was 0.15% high. Therefore the meter data was adjusted upward by 11.205% which is the average of the meter certification on December 2nd and the meter verification conducted on November 1st.

Staff rechecked the meter on December 3rd and the meter was within the acceptable $\pm 2\%$ range (1.05%).

Dr. Downey indicated that staff should review the meter data for the past year to determine if there were any other significant spikes. If so, it may be time to change the meter. Staff will review the data.

504.05 Approval Requests and Actions

TWA-1 Approvals

None

Time Extensions

None.

NJPDES Endorsements Requested

None.

Water Quality Management Plan Amendments

Ms. Pchola reported that staff received a letter from NJDEP dated November 29, 2013 regarding the addition of Block 1901, Lot 11, to the Stony Brook Regional Sewerage Authority's sewer service area and corresponding amendment to the Mercer County WQMP. A copy of the letter was provided to the Board. The lot is located in Princeton has

a failing septic system that cannot be repaired as demonstrated through documentation from the local health authority.

Ms. Pchola indicated that staff discussed this issue with Mr. Robert Hough from the Princeton Sewer Operating Committee (PSOC) and he indicated that they did not have an issue with including this lot into the sewer service area. Staff recommended the addition of this lot into the SBRSA sewer service area.

As indicated in the letter if there is no response within three (3) weeks of the date of the letter, the NJDEP will proceed with the revision to the WMP.

A brief discussion regarding the addition of this lot and block to SBRSA's sewer service area took place. The Board expressed some concern that allowing this property into SBRSA's service area would set a precedent; allowing more and more properties into the service area. However, since the property sits adjacent to other properties in SBRSA's service area it would not set a precedent. Following the discussion, a motion was made by Mr. Goldfarb not to object to the addition of this lot into the SBRSA sewer service area and requested that staff send a letter to that effect. The motion was seconded by Dr. Downey and passed by unanimous vote.

504.06 Regulatory Report

Discharge Monitoring Report (DMR)

Mr. Rahimi reported that the Discharge Monitoring Reports for the month of October were submitted to the NJDEP. No violations were reported.

Mr. Rahimi indicated that staff is currently preparing the November DMRs.

Mr. Rahimi reported that the River Road Quarterly Effluent Surface Water Discharge Waste Characterization Report was submitted to the NJDEP for the quarter ending October 31, 2013. This report provides data for a select list of nine priority pollutants which have been historically detected in the plant's effluent.

Residuals Discharge Monitoring Report (RDMR)

Mr. Rahimi reported that the September Residuals Discharge Monitoring Reports were submitted to the NJDEP. All River Road parameters were compliant with the Air Permit requirements.

Mr. Rahimi indicated that staff is currently preparing the October RDMRs.

Miscellaneous

Mr. Rahimi noted that the Quarterly Capacity Assurance Program report for the period September 1, 2013 through November 30, 2013 was submitted to the NJDEP on December 11, 2013. A copy of the report was provided to the Board.

Safety

Mr. Rahimi reported that there were no loss time accidents/injuries for this reporting period. As of November 30, 2013 Stony Brook Regional Sewerage Authority has gone 815 consecutive days without a "Loss Time Accident".

Mr. Rahimi reported that on November 19, 2013 the Princeton Fire Department conducted an inspection of the River Road Facility and the Princeton Pump Station. A copy of the inspection report and a table listing the violations and the status was provided to the Board.

Mr. Rahimi indicated that on December 4, 2013 the Hopewell Fire Department conducted an inspection of the Hopewell and Pennington Facilities. A copy of the report was provided to the Board. Tables listing the violations and their status were also provided to the Board.

Dr. Bartolini requested staff report on the final status of the fire code violations.

Mr. Rahimi reported that staff held its quarterly Safety Committee meeting. A copy of the minutes was provided to the Board.

Mr. Rahimi indicated that training for this reporting period included:

- Shop and Tool Safety training was provided by the Joint Insurance Fund (JIF) on December 11, 2013 for fourteen (14) employees.
- Confined Space Awareness training was provided in-house on December 11, 2013 for two (2) employees.

504.07 Litigation

The Litigation Report was provided for information.

Ms. Alexander indicated that there was no change in the report from the prior month.

Resolution 2013-66, Award of a "No Political Contributions Allowed" Contract for 2014 Labor Attorney

Mr. Kantorek indicated that staff received a proposal from Schwartz Simon Edelstein Celso LLC (SSE&C) for labor counsel services for fiscal year 2014. Mr. Kantorek noted that SSE&C have been the Authority's labor counsel since 2010 and has proposed a fee schedule that has remained unchanged since 2010.

Mr. Kantorek recommended approval of Resolution 2013-66, Award of a "No Political Contributions Allowed" Contract to Schwartz Simon Edelstein & Celso for Labor Attorney services for fiscal year 2014. So moved by Dr. Downey, seconded by Mr. Patel and passed by a roll call vote of 5 to 0. Resolution 2013-66 follows.

**Resolution Authorizing the Award of a “No Political Contributions Allowed” Contract
for
2014 Labor Counsel**

Resolution No. 2013-66

WHEREAS, the Stony Brook Regional Sewerage Authority has a need for a Labor Attorney for the period starting on December 1, 2013 and continuing through the end of Fiscal Year 2014 (November 30, 2014) 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 and Celso LLC (SSE&C) has submitted an Agreement indicating they will provide Labor advice from December 1, 2013 through November 30, 2014. 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, SSE&C has completed and submitted a Business Entity Disclosure Certification which certifies that SSE&C 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 SSE&C 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 SSE&C 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			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			

504.08 Operations Report

Mr. Kunert reported that on December 6, 2013 SBRSA operated Incinerator No. 2 with the afterburner instead of the RTO in order to replace the RTO ceramic media blocks. It is anticipated that the project will be completed by December 18, 2013.

Mr. Kunert indicated that Mobile Dredging was on site for three days to remove the large rag accumulation from the modified aeration tank effluent channel utilizing a vacuum truck along with an industrial high pressure sprayer. However, they were not successful. The massive rags constantly clogged their vacuum hose and the technique used appeared to make the problem worse. Mobile Dredging needed to break up the rags; and by doing so, much of the material found its way to the in-house fabricated screen placed on each side of the center drop hole. This was putting too much pressure on the screen requiring it to be reinforced. This screen was put in place to prevent the center drop hole from clogging during the process of removing the rag material. Mr. Kunert noted that Dennis Coleman did a great job in drawing up and fabricating the screen. The situation was deemed an emergency and clearly required a professional dredging company with the proper equipment, i.e., a crane and clam bucket. Wickberg Marine Contracting was hired and came in with the necessary equipment. Both sides along with the center drop hole area were cleaned out in three days. The remaining rag material against the screen was removed in-house. Photographs of Wickberg Marine Contracting removing the rags were provided to the Board.

Mr. Kunert reported that the repair work on Incinerator #1 has been completed. The Incinerator was dried out after the repairs as per the dry out SOP furnished by the contractor (IFCO). This repair work was done in advance of stack testing for particulates and sulfur dioxides (SO₂).

Mr. Kunert explained that on November 20, 2013, the flow from the pump stations was stopped to drain the temporary by-pass force mains back to the pump stations. The temporary by-pass piping was subsequently removed.

Mr. Kunert indicated that Modified Aeration Clarifier #2 was placed on-line while Clarifier #1 was taken off-line due to heavy rag buildup at the top of the center column. Staff will remove the rag buildup as soon as weather permits. Mr. Kunert noted that Clarifier #1 is operable if needed.

Mr. Kunert reported that on December 7, 2013, the programmable logic controller (PLC) faulted at 1532 hrs at the Hopewell Facility. This caused all the process equipment to shutdown. Staff did not receive an alarm at the River Road Facility indicating that there was a problem. This problem was discovered the following morning at 0530 hrs by the operator coming on duty. Apparently nearly all of the wastewater entering the facility during that period backed up into the collection system. Minimal wastewater was found on the ground around the pretreatment structure (less than 500 gallons). The incident was reported to the DEP Hotline and the area was cleaned up and limed. Staff is in the process of investigating ways to receive an alarm should this event occur again in the future. Mr. Kunert also discussed this incident with the Authority's DEP Enforcement Officer providing him with all the details of the incident.

Odor Report

Staff received one Odor Complaint from our surrounding area during the month of November. One odor complaint was received for the partial month of December. A discussion as to whether or not Montgomery Township's pumping station could be the cause of the complaint took place. The Board requested that staff forward copies of the odor complaints received from residents of Montgomery Woods who live closest to the Montgomery Pumping Station to Montgomery Township.

Customer Septage and Sludge Deliveries

The quantity of sludge cake exceeded its budgeted amount while the quantities of liquid sludge and gray water were below their budgeted amounts for the month of November.

Maintenance Report

Mr. Ireland reported that on November 16, 2013 a mechanical failure with the gear box occurred while feeding the incinerator with Schwing Pump #3. Incinerator feed was reestablished after switching to Schwing Pump #4. A new gear box was installed, tested and Schwing Pump #3 is ready for service.

Mr. Ireland indicated that on November 23, 2013 Municipal Maintenance replaced the Tail-End Bearings and the packing on the Live Bottom Feed Screw #7 (SR-7). This is one of three screws used to convey dewatered sludge from the Storage Bin to Schwing Pump #3 which is one of two pumps that feed the Incinerator.

Mr. Ireland reported that on November 26, 2013 the rebuilding of Ash Pelletizer #2 was completed. This project included the replacement of the drive gears, bearings, screws, trough, cover and new spray nozzles used to help pelletize the ash and eliminate any dust. This unit is in service.

Mr. Ireland indicated that the RTO was taken out of service on December 1, 2013, due to a Thrust Bearing failure on the RTO Forced Induced Draft Fan. A new Thrust Bearing was installed, tested and the RTO was put back into service. During the RTO down time SBRSA continued to incinerate using the Afterburners for approximately forty-eight (48) hours allowing SBRSA to maintain its scheduled deliveries with no loss of revenue.

The number of open work requests stand at eleven (11). The Preventive Maintenance graphs show that SBRSA is currently averaging four (4) days overdue and the number of overdue units is approximately fifty-five (55).

504.09 Construction Report

Chavond Barry Engineering (CBE) 2013 General Advice

Ms. Pchola reported that at the request of staff, CBE has provided preliminary contract documents for the replacement of the existing incinerator bypass dampers. As discussed at the November Board meeting, Operations with the assistance of CBE concluded that there is an issue with the damper itself and not the actuator as originally thought. As a result, CBE has exceeded their General Advice contract by \$8,836.77.

Staff recommended approval of Resolution 2013-67, Amendment No. 1 to the 2013 General Advice Contract with Chavond Barry Engineering Corp. in the amount of \$8,836.77. So moved by Dr. Downey, seconded by Mr. Goldfarb and passed by a roll call vote of 5 to 0. Resolution 2013-67 follows.

Resolution Authorizing the Award of Amendment No. 1 to the 2013 General Advice Contract with Chavond Barry Engineering Corp

Resolution No. 2013-67

WHEREAS, Stony Brook Regional Sewerage Authority (SBRSA) has a current agreement with Chavond-Barry Engineering, Corp. (CBE) to provide general advice relating to our Incinerators in the amount of \$25,000; and

WHEREAS, SBRSA had the need for CBE to assist SBRSA with the preparation of contract documents for new bypass dampers for the incinerator bypass stacks as specifically outlined in CBE supporting documentation dated December 9, 2013; and

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

WHEREAS the cost of this work is an additional \$8,836.77 as indicated in the supporting documentation dated December 9, 2013; and

WHEREAS, the amended time charge contract amount is \$33,836.77; and

WHEREAS, the Stony Brook Regional Sewerage Authority has funds available in its 2013 FY budget.

NOW THEREFORE, BE IT RESOLVED that the Board of the Stony Brook Regional Sewerage Authority authorizes Amendment No.1 to 2013 General Advice Contract with CBE as described herein.

Recorded Vote:

	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Robert A. Bartolini	X			
Harry Compton				X
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			

Emergency Generator Study

Ms. Pchola reported that Kleinfelder/Omni provided staff with the preliminary draft for the SBRSA Emergency Generator Study. A copy of the preliminary draft was provided to the Board. At the request of staff, Kleinfelder/Omni has provided a proposal for the preliminary design for the River Road WWTP Emergency Generator Project. Mr. Timothy Bradley, Kleinfelder/Omni was present to answer any questions.

Dr. Downey indicated that the Emergency Generator Study was discussed at length during tonight's Construction Committee meeting. The Study recommended two new emergency generators for River Road WWTP with the option for one more generator in the future. The Study also recommended a new fuel efficient generator for the Millstone Pumping Station and the South Brunswick Pump Station.

The Construction Committee recommended one new natural gas generator at the River Road WWTP to be used in conjunction with the existing turbine generator. This combination will be able to provide backup power to operate one incinerator. The new natural gas generator alone will be able to power the wastewater side of treatment (same as the existing generator does now). The Committee also recommended that a new fuel efficient emergency generator is warranted for the Millstone Pump Station. The Committee also requested that Kleinfelder/Omni include the South Brunswick Pumping Station. Determination as to what to include in the final design will be made by the Committee once the Preliminary Design Report is completed. The estimated fee for the modified preliminary design is \$120,000.

The contract documents and loan application must be submitted by March 2, 2014 to be considered for New Jersey Environmental Infrastructure Trust funding.

Following a discussion, staff recommended approval of Resolution 2013-68 for Kleinfelder/Omni to provide the preliminary design for the new Emergency Generator(s) at the SBRSA facilities site a cost not to exceed \$120,000. So moved by Dr. Downey, seconded by Mr. Goldfarb and passed by a roll call vote of 5 to 0. Resolution 2013-68 follows.

**Resolution Authorizing the Award of a “No Political Contributions Allowed”
Contract to Kleinfelder/Omni
for the Emergency Generator Preliminary Design**

Resolution No. 2013-68

WHEREAS, the Stony Brook Regional Sewerage Authority (SBRSA) has a need for resiliency/reliability for our Emergency Backup power for the Authority’s facilities; and

WHEREAS, Kleinfelder/Omni has conducted an Emergency Generator Study “Study” dated December 2013; and

WHEREAS, the Study has outlined several alternatives for resiliency/reliability for backup power for the SBRSA facilities with the addition of backup power for our sludge handling facilities at the River Road WWTP; and

WHEREAS, the SBRSA has submitted a “Letter of Intent” to the New Jersey Environmental Infrastructure Financing Program (NJEIFP) for resiliency improvements (backup power) for the SBRSA facilities for the State FY 2015 funding cycle; and

WHEREAS, the preliminary design documents and loan application must be submitted on March 2, 2014; and

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

WHEREAS, Kleinfelder/Omni has submitted a proposal dated December 13, 2013 indicating they will perform the Preliminary Design for a fee of \$120,000 for the tasks outlined in the proposal; and

WHEREAS, Kleinfelder/Omni has a Business Entity Disclosure Certification on file with the Authority which certifies that Kleinfelder/Omni 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 the award of the contract 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, the Stony Brook Regional Sewerage Authority has Funds available in its current capital budget.

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

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

Recorded Vote:

	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Robert A. Bartolini	X			
Harry Compton				X
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			

Ms. Pchola noted that staff completed the Hazard Mitigation Grant Program Energy Allocation Initiative Proposed Spend Plan was submitted electronically on December 16, 2013. The allocated grant amount is \$177,000.

Incinerator Improvements

Ms. Pchola reported that staff met with Chavond Barry Engineering Corp. (CBE) on December 5, 2013 to discuss their proposal for the incinerator improvements. Based on our discussions and additional information, staff has requested the proposal be resubmitted for review and approval for the January 2014 Board meeting.

RTO Inspection/Media Replacement

Ms. Pchola reported that Dürr and their sub-contractor mobilized on Monday December 9, 2013. Equipment and materials were received and staged on-site. The change out of the media bed was started on December 10, 2013. It is anticipated that the media replacement and annual inspection will be completed on December 18, 2013. During this period the incineration process will be operated utilizing the direct fired afterburner.

Contract 10-1, Headworks Project

Ms. Pchola reported that as of Pay Estimate No. 33 this project is 96% complete. During the month of November 2013, Tomar completed the tie-in of the 14-inch gravity sewer line for North Ridge (Princeton), graded the overburden stockpile area, began work on the relocation of the existing Septage Receiving unit, removed from service the two temporary force mains, applied the protective coating to the three biofilters and installed the aeration baseplates in two of the three biofilters. The electricians completed the wiring for the two odor control fans, and continued with wiring for the building emergency and exit lights and ventilation systems. Tomar installed the supply air fan for the Screenings Room, began alignment of the FRP ductwork and fans, and completed the underground connection for the new grit removal tanks odor control system.

Ms. Pchola indicated that the odor control system for the new grit chambers was placed into service on December 5, 2013 (odor control system of the new grit chambers to the existing biofilters via the MA Tanks). Two of the three new biofilters were put on line on December 11, 2013 (odor control system for the new Headworks Building).

Ms. Pchola indicated that there some grit removal issues and will meet with a representative from the manufacturer on January 21, 2014.

Contract 12-2 SBRSA Facilities Painting Project

Ms. Pchola indicated that there has been no change to this project. SBRSA staff has again requested the final payment application from the Contractor and is waiting for the application to be submitted.

Contract 13-3 Pennington WWTP Return Sludge Pump Replacement Project

Ms. Pchola reported that as of Pay Estimate No. 1 this project is 18% complete. The contractor has completed the demolition of the existing pump, pump pad, and piping, formed and poured the new pump pad, and the electrician has begun the installation of the conduit and wire for the new VFD.

Contract 13-4, Belt Filter Press Platform Project

Ms. Pchola reported that as of Pay Estimate No. 1 this project is 3% complete. The contractor was on site the week of December 2, 2013 to obtain field dimensions for the fabrication of the new platforms. It appears that the scum piping may need to be disassembled for the new platforms.

Contract 13-5, Nitrification Settling Tank No. 3 Drive Replacement

Ms. Pchola reported that the replacement drive manufacturer was on site November 13, 2013 to verify the dimensions of the existing unit. The drive shop drawing submittal is expected to be received by the end of December 2013.

504.10 Finance Report

Payment of Bills and Claims

Mr. Morehouse moved the approval of Resolution 2013-58, for the payment of bills and claims in the amount of \$1,334,788.41 with two signatures instead of three, seconded by Dr. Downey and passed by a roll call vote of 5 to 0. Resolution 2013-45 follows.

Resolution Regarding Payment of Bills and Claims

Resolution No. 2013-58

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 \$1,334,788.41 be approved for payment with checks bearing two authorized signatures instead of three authorized signatures.

Recorded Vote:

	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Robert A. Bartolini	X			
Harry Compton				X
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			

Treasurer's Report

Mr. Neuhof reported that net income for the year ending November 30, 2013 is \$1,319,231. The Authority has total cash and investments of \$20,094,510 at an average interest rate of 0.14%. The current construction projects balance is \$12,631,950. Mr. Neuhof noted there are sufficient funds for these projects. There was no change in outstanding bond principal from the prior month which totals \$23,778,346. Mr. Neuhof noted that a principal payment of \$590,000 was paid on December 1, 2013. The New Jersey Cash Management Fund yield is 0.07%.

Resolution 2013-59, Appointment of a Public Agency Compliance Officer (PACO)

Mr. Neuhof reported that Resolution 2013-59 is for the appointment of a Public Agency Compliance Officer (PACO) for calendar year 2014. This is necessary for the Authority to fulfill its Affirmative Action requirements.

Mr. Neuhof recommended that Madelene Karlowitsch be appointed as the PACO for 2014. So moved by Mr. Morehouse, seconded by Dr. Downey and passed by a roll call vote of 5 to 0. Resolution 2013-59 follows.

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

Resolution No. 2013-59

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 2014 to fulfill the requirements of the Affirmative Action Office, Department of the Treasury of the State of New Jersey.

Recorded Vote:	AYE	NO	ABSTAIN	ABSENT
Robert A. Bartolini	X			
Harry Compton				X
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			

Resolution 2013-60, Adoption of a Cash Management Plan

Mr. Neuhof explained that Resolution 2013-60 is for the adoption of a Cash Management Plan. The Plan provides for the safety, liquidity and maximum investment return on the Authority's funds as allowed for by NJ Statutes and Regulations. Mr. Neuhof explained the Plan identifies the officials (Chief Financial Officer and Executive Director) authorized to deposit and invest funds; identifies the designation of depositories; states that funds will be deposited within forty-eight (48) hours of receipt; identifies Permitted Investments; addresses conflicts of interest for fiscal year 2014.

Mr. Neuhof recommended approval of Resolution 2013-60 Adoption of a Cash Management Plan. So moved by Mr. Morehouse, seconded by Dr. Downey and passed by a roll call vote of 5 to 0. Resolution 2013-60 follows.

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

Resolution No. 2013-60

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, 2014 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			
Harry Compton				X
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			

Resolution 2013-61, Award of Contract for Property Insurance

Mr. Neuhof indicated that Resolution 2013-61 is for the renewal of the Authority's Property Insurance. Mr. Neuhof noted that Mr. Harry Hall, the Authority's Insurance Broker, was present to answer questions the Board may have concerning the renewal of property insurance.

Mr. Neuhof indicated that only one of six insurance carriers responded with a quote. The respondent was Travelers with a premium of \$132,266. Travelers provided insurance coverage to the Authority for 2013 at a premium of \$121,798.

Mr. Goldfarb questioned why only one insurance carrier responded. Mr. Hall explained that it is currently a hard market for insurance due to Hurricane Irene and Superstorm Sandy.

Mr. Neuhof then recommended approval of Resolution 2013-61, awarding a contract for property insurance to Travelers at a premium of \$132,266. So moved by Mr. Goldfarb, seconded by Dr. Downey and passed by a roll call vote of 5 to 0. Resolution 2013-61 follows.

**Resolution Authorizing the Award of Contract for
Property Insurance for the SBRSA**

Resolution No. 2013-61

WHEREAS, the Stony Brook Regional Sewerage Authority (SBRSA) maintains policies of insurance and desires to maintain appropriate property insurance coverage and has received quotations from Borden Perlman Salisbury & Kelly Insurance Agency Inc. therefore; and

WHEREAS, for the reasons enumerated in the attached letter dated December 5, 2013 from Harry H. Hall, of Borden Perlman Salisbury & Kelly Insurance Agency Inc., SBRSA's Insurance Consultant, the Authority desires to award a contract for the provision of property insurance coverage to the Travelers Insurance in accordance with the proposal attached hereto and made a part hereof; and

WHEREAS, N.J.S.A. 40:11-5(1)(m) authorizes the Authority to award contracts for insurance without public advertising for bids and bidding thereof; and

WHEREAS, the Authority has reviewed the Certification of Stuart Neuhof dated December 6, 2013 herewith.

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

1. The Authority hereby approves and authorizes the Executive Director to acquire the aforesaid insurance policy.
2. The Authority hereby authorizes payment to the above company of the premium due in the total amount of \$132,266 in order to obtain the property insurance policy from Travelers Insurance.
3. The Executive Director shall cause a copy of the within Resolution to be published in an official newspaper of the Authority.

Recorded Vote:

	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Robert A. Bartolini	X			
Harry Compton				X
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			

Resolution 2013-62, Authorizing the Emergency Procurement of Services for the Removal of Rags in the Modified Aeration Tank Effluent Channel

Mr. Neuhof explained that the massive amount of rag material built up in the Modified Aeration channel needed to be removed immediately in order to avoid the MA Tanks from potentially overflowing. The overflow would go onto the ground and into the storm drain system with the potential of polluting the Millstone River. This situation needed immediate attention.

Mr. Kunert indicated that staff had attempted removal of the material using a dredging company via vacuum truck but this attempt failed. It was clear that the only way to remove the massive amount of rags quickly and efficiently was with a crane and clam bucket specifically used by a professional dredging company.

Mr. Neuhof indicated that an Emergency Procurement Report has been completed and a resolution prepared for authorizing the emergency procurement services.

Staff recommended approval of Resolution 2013-62 authorizing the emergency procurement of services for removal of the rags. So moved by Dr. Downey, seconded by Mr. Patel and passed by a roll call vote of 5 to 0. Resolution 2013-62 follows.

**RESOLUTION AUTHORIZING THE EMERGENCY PROCUREMENT OF
SERVICES FOR THE REMOVAL OF RAGS IN THE MODIFIED AERATION
TANK EFFLUENT CHANNEL**

Resolution No. 2013-62

WHEREAS, an emergency situation developed, which could not have been reasonably foreseen, with respect to the need to unclog the Modified Aeration Tank at the River Road Facility. Specifically, rags built up in the M.A. Tank Effluent Channel which could have clogged the effluent drop hole resulting in over-flowing the tank and polluting the Millstone River; and

WHEREAS, the Authority has reviewed the attached written memorandum from the Plant Manager, regarding the emergency procurement of services in connection with the work required to remove the rag build-up from the Modified Aeration Tank Effluent Channel; and

WHEREAS, pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-6, a contract may be awarded without public advertising for bids and bidding when an emergency affecting the public health, safety or welfare requires the immediate performance of the services; and

WHEREAS, the Authority is satisfied that, for the reasons articulated in the written memorandum from the Plant Manager, attached hereto and made a part hereof, the proposed emergency procurement is justified and meets the requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-6, and regulations promulgated thereto, N.J.A.C. 5:34-6.1; and

WHEREAS, the Authority has filed an emergency procurement report with the Division of Local Government Services.

NOW, THEREFORE, BE IT RESOLVED BY THE STONY BROOK REGIONAL SEWERAGE AUTHORITY AS FOLLOWS:

The Authority declares that an emergency exists with respect to the immediate need to remove the massive rag accumulation from the Modified Aeration Tank Effluent Channel as further described in the attached memorandum of the Plant Manager, which emergency requires the immediate emergency procurement of services in order to protect public health, safety and welfare.

1. The Executive Director is authorized to execute a Contract without public advertising for bids and bidding in accordance with N.J.S.A. 40A:11-6 and N.J.A.C. 5:34-6.1, with Wickberg Marine contracting with an estimated amount of \$44,000 for the provision of emergency services for the dredging of the Authority's Modified Aeration Tank Effluent Channel
2. A Contract shall not be executed unless there is proof of the contractor's New Jersey Business Registration, Certificates of Insurance, together with all documents required by law.

3. 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			
Harry Compton				X
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			

Resolution 2013-64, Authorizing Contracts with Certain Approved State Contract Vendors for Contracting Units

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 fifteen (15) vendors that SBRSA would like to utilize and they are attached to this resolution.

Mr. Neuhof recommended approval of Resolution 2013-64 authorizing the Authority to purchase certain goods and services from approved New Jersey State Contract Vendors. So moved by Dr. Downey, seconded by Mr. Morehouse and passed by a roll call vote of 5 to 0. Resolution 2013-64 follows.

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

Resolution No. 2013-64

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 Stony Brook Regional 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

Be 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, 2013 to November 30, 2014.

Vendor	Commodity/Service	State Contract #	Vendor Contract #	Expired date
Avaya Inc.	Telecommunication Equipment	T-1316	80802	01/31/17
DS Waters Of America INC DBA Crystal Springs	Water, Bottled 5 Gallon	T-0002	83767	07/31/16
Fastenal Company	Industrial/MRO Supplies & Equipment	M-0002	79873	02/28/14
Fisher Scientific	Lab Supplies	T-0115	75827	12/31/13
Home Depot	Misc. supplies and tools	M-8001	83930	07/31/14
Konica Minolta Business	Maintenance Service & Supplies Copy Equipment	T-437C	68256	08/31/14
Lincoln Supply LLC	HVAC Repair Parts	T-0537	81042	02/28/14
Majestic Oil	#2 Fuel	T-1845	82767	10/31/14
MSC Industrial Supply Co. Inc.	Industrial/MRO Supplies & Equipment	M-0002	79874	02/28/14
Pedroni	Unleaded Gas	T-0083	80910	02/28/15
Pitney Bowes Inc.	Mailroom Equip. & Maintenance	T-0200	75237	09/30/14
Thomas Scientific Inc.	Lab Supplies	T-0115	75841	12/31/13
UPS	Express Courier, Delivery Service	M-4000	82676	03/19/16
Verizon Wireless	Wireless Phones	T-216A	82583	10/31/17
WW Grainger	Industrial/MRO Supplies & Equipment	M-0002	79875	02/28/14

<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 A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			

2014 Participant Charges Update

Mr. Neuhof reported that Resolution 2013-63 is to establish the 2014 estimated Participants' charges. Mr. Neuhof reviewed key figures pertaining to the Project Debt Service Adjustment.

Mr. Neuhof recommended approval of Resolution 2013-63, 2014 Participants' Estimated Charge. So moved by Dr. Downey, seconded by Mr. Patel and passed by a roll call vote of 5 to 0. Resolution 2013-63 follows.

2014 Participants' Estimated Charge Resolution

Resolution No. 2013-63

BE IT RESOLVED by the Stony Brook Regional Sewerage Authority on December 16, 2013:

1. Pursuant to Section 609(2) of the Bond Resolution, the Authority adopted an Annual Budget of Operating Expenses in the amount of \$14,693,985 for its fiscal year commencing December 1, 2013. 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 \$14,693,985; "items of receipt" are \$ 2,570,000 the "Net Annual Cost" which the Authority will use for computing the "Base Charge" is \$ 12,123,985.
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 FYE 2013:

Princeton	34.365%
South Brunswick Township	38.765
West Windsor Township	22.664
Hopewell Borough	1.629
Pennington Borough	2.576

- (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	\$ 4,166,425.51
South Brunswick Township	4,699,912.30
West Windsor Township	2,747,820.44
Hopewell Borough	197,459.81
Pennington Borough	<u>312,366.94</u>
TOTAL	<u>\$12,123,985.00</u>

- (b) The allocation factors, based on an average of flows from 2007 through 2013, (seven-year average) to be used for the computation of the "Project Debt Service Adjustment" are as follows:

Princeton	34.402%
South Brunswick Township	38.710
West Windsor Township	22.737
Hopewell Borough	1.595
Pennington Borough	2.556

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

Princeton	-307,075.05
South Brunswick Township	+ 65,564.32
West Windsor Township	+255,236.36
Hopewell Borough	+6,496.30
Pennington Borough	<u>-20,221.93</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 Charge</u>	+	<u>Project Debt Service Adjustment</u>	=	<u>Annual Charge</u>
Princeton	\$4,166,425.51		-307,075.05		\$3,859,350.46
South Brunswick Township	4,699,912.30		+ 65,564.32		4,765,476.62
West Windsor Township	2,747,820.44		+255,236.36		3,003,056.80
Hopewell Borough	197,459.81		+6,496.30		203,956.11
Pennington Borough	312,366.94		-20,221.93		292,145.01
TOTAL	<u>\$12,123,985.00</u>		<u>0.00</u>		<u>\$12,123,985.00</u>

RECORDED VOTE:	AYE	NO	ABSTAIN	ABSENT
Robert A. Bartolini	X			
Harry Compton				X
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			

Monthly Sludge Business Analysis

Mr. Neuhof reported that net income for the month of November is \$107,506 and the cumulative net income is \$1,822,879. The projected cumulative net income was \$1,035,875. The higher than projected net income was due the receipt of additional revenue from Bayshore. Gas usage for the month of November was 103,556 therms. The remaining simple payback for the RTO is 2.4 years.

The Board asked if the additional sludge cake from Bayshore was beneficial to the Authority since their sludge needed to be incinerated. Mr. Neuhof noted that the Authority incurred additional fuel costs of \$160,000 and the additional sludge revenue was \$850,000.

504.11 Personnel Report

The Personnel Report was provided for member information.

Mr. Kantorek indicated that an Operator has taken a position as a Mechanic IV.

504.12 Correspondence

For information

504.13 Old Business

None.

504.14 New Business

Award of Liquid Sludge Contract

The following liquid sludge contract was approved on a motion by Dr. Downey, seconded by Mr. Patel and passed by a vote of 5 to 0.

Johnson & Johnson CPC

January 1, 2014 to December 31, 2014

504.15 Open to the Public

None.

504.16 And such other issues as may come before the Board

None.

504.17 Adjournment

As there was no further business to come before the Board, the meeting was adjourned at 9:11 p.m. on a motion by Dr. Downey, seconded by Mr. Morehouse and passed by unanimous vote.

Respectfully Submitted,

John Kantorek
Secretary

Written by
Patricia Carlino
January 14, 2014

***Note: The recorder did not function properly and therefore the meeting was not recorded.**