

Minutes of Meeting No. 602, February 28, 2022 – Stony Brook Regional Sewerage Authority

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

MEMBERS PRESENT: Downey, Goldfarb, Morehouse, Switlik, Patel, Vilaro-Munet

MEMBERS ABSENT:

CONSULTANTS: Alexander

STAFF PRESENT: Chong, Christiano, Doelling, Pchola

### **602.01**

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

### **602.02 Approval of Minutes**

The minutes from the January 24, 2022, Board meeting were approved as presented on a motion by Mr. Vilaro-Munet, seconded by Mr. Morehouse, and passed by a unanimous vote.

### **602.03 Open to the Public**

Chairman Downey opened the public portion of the meeting at 6:32 p.m., hearing no comments from the public; the meeting continued as scheduled.

### **602.04 Board Related Activities**

Dr. Downey welcomed Mr. Vilaro-Munet from the Township of West Windsor for another five-year term from February 1, 2022, through January 31, 2027.

Ms. Alexander administered the Oath of Office.

### **Report of the Nominating Committee**

Dr. Downey noted that this is the Authority's reorganization meeting and requested the report from the Nominating Committee and the election of Officers for 2022.

Mr. Patel, Chairman of the Personnel Committee, nominated the following slate of Officers for 2022:

Gale D. Downey, Chairman  
C. Schuyler Morehouse, Vice Chairman  
David A. Goldfarb, Treasurer  
Antonia Pchola, Secretary  
Angela Christiano, Assistant Secretary

The nomination of Officers was closed and elected on a motion by Mr. Patel, seconded by Ms. Switlik, and passed by a unanimous vote.

Committee Assignments

Dr. Downey made the following Committee assignments for 2022:

Construction Committee

C. Schuyler Morehouse, Chairman  
Bharat Patel  
Miguel Vilaro-Munet

Finance Committee

David A. Goldfarb, Chairman  
Pamela Switlik

Personnel Committee

Bharat Patel, Chairman  
Pamela Switlik

Oversight Liaison

Miguel Vilaro-Munet

Dr. Downey indicated that the Authority would provide for the defense of and indemnity to Board members and employees of the Authority. There have been no changes to this resolution, and it is the same as last year. Resolution 2022-015, Authorize the Defense and Indemnification of the Members and Employees of the Stony Brook Regional Sewerage Authority, was moved by Mr. Morehouse, seconded by Mr. Vilaro-Munet, and passed by a roll call vote of 6 to 0. Resolution 2022-015 follows.

**Resolution to Authorize the Defense and  
Indemnification of the Members and Employees  
of the Stony Brook Regional Sewerage Authority**

**Resolution No. 2022-015**

**WHEREAS**, there exists a need to protect each past and present member and employee of the Stony Brook Regional Sewerage Authority ("SBRSA") from the monetary costs of fines, penalties, damages, settlements, costs and legal fees associated with the defense of any civil or criminal actions which may be brought against the SBRSA, or any such member or employee, as the result of any action(s) or omission(s) relating to the duties of such member or employee to the SBRSA; and

**WHEREAS**, the SBRSA desires to provide such protection for each past and present member and employee from the financial consequences of any such civil or criminal action to the extent permitted by law and, therefore, provided that such alleged action or omission does not constitute actual fraud, actual malice, willful misconduct or an intentional wrong in the judgment of the SBRSA;

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

**1.** The SBRSA shall, to the extent permitted by law, provide a defense and indemnification to the past and present members and employees of the SBRSA and, therefore, shall pay or otherwise reimburse each past and present member and employee of the SBRSA for all fines, penalties, damages, costs and legal fees associated with any civil or criminal action which may be brought against such member or employee based upon an act or omission of that member or employee arising out of and directly relating to the lawful exercise of his or her official duties or under color of his or her authority.

**2.** In any case where the SBRSA provides a defense to a member or employee, it is authorized and directed to make direct payments to counsel or reimburse the member or employee for the costs associated with his or her defense upon the approval by the SBRSA of proper vouchers submitted therefore, but in no case shall the SBRSA be authorized to pay or reimburse for legal fees and expenses exceeding those customarily charged for legal services in the defense of such actions.

**3.** For the purpose of this Resolution, the term "member" shall include any and all persons appointed by the governing bodies of the constituent municipalities pursuant to N.J.S.A. 40:14A-4.

**4.** Any person seeking the provision of a defense and indemnification under the policy enunciated in this Resolution shall give prompt notice to the SBRSA of the pendency of any such civil or criminal action for which payment or reimbursement is sought, at which time the SBRSA shall by Resolution implement the provisions set forth herein.

**5.** It is within the sole discretion of the SBRSA, in any action where the provision of such a defense and indemnification is sought by a member or employee, to:

- a.** Provide a defense by an attorney chosen by the SBRSA;
- b.** Provide a defense by an attorney of the member or employee's choosing; or

c. Assert the SBRSA's right under any appropriate insurance policy which requires the insurer to defend and indemnify.

6. Notwithstanding the foregoing, the SBRSA may refuse to provide for the defense or to indemnify any past and present member or employee of the SBRSA in any action referred to above or may recover any amounts paid on behalf of such member or employee for such defense if in its sole discretion it has reason to conclude that the act or omission was:

- a. Not within the scope of such member or employee's duties or was carried out in an individual capacity;
- b. The subject matter of any action brought by the SBRSA against the member or employee;
- c. A violation of the Local Government Ethics Law (P.L. 1991, c. 29); or
- d. Due to actual fraud, actual malice, willful misconduct or an intentional wrong.

7. In the event a contested matter, to which this Resolution is applicable, is resolved by way of settlement, the SBRSA may take into account the facts, circumstances and allegations which led to the settlement in its determination of whether it may, subject only to the provisions of paragraph 6, indemnify such past and/or present member(s) and/or employee(s) against whom such settled claims had been made.

8. It is the intention of this Resolution to set forth the policy of the SBRSA with respect to the defense and indemnification of persons associated with the SBRSA in the management of its affairs and businesses to the maximum extent permitted by law, and if any provision hereof or the application hereof to any person or circumstance is held invalid by a court of competent jurisdiction, such invalidity shall not affect other provisions of this Resolution and to this end the provisions hereof are declared to be severable.

9. The policy set forth in this Resolution shall take effect immediately, but shall automatically expire unless re-authorized at each annual reorganization meeting of this Authority.

<u>Recorded Vote:</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			
Pamela Switlik	X			
Miguel Vilaro-Munet	X			

Ms. Pchola stated there were no consultant contracts pending award.

Ms. Pchola stated that included in the report was the letter sent to downstream municipalities, South Brunswick Township, Municipality of Princeton, and the Township of West Windsor.

Ms. Pchola indicated that South Brunswick provided a letter (included in the Board Related Activities section) regarding their Infiltration/Inflow (I/I) program and recent projects in the SBRSA Service Area. In addition, the letter pointed out an Ordinance passed in 2018, which requires any developers with a projected flow greater than 1500 to perform a study that will eliminate I/I in the system.

Dr. Downey asked the other Board members if their municipalities have a similar ordinance in place.

The Board members will pass along the South Brunswick Ordinance to their municipalities.

### **602.05 Planning and Administration**

Ms. Pchola reported that the most current 12-month average daily flow at the River Road WWTP is 9,552,572 gpd with 1,304,477 gpd of inoperative flow, leaving an available capacity of 2,202,951 gpd. The current 12-month average daily flow at the Hopewell WWTP is 251,315 gpd with 0 gpd of inoperative flow, leaving an available capacity of 48,685 gpd. The current 12-month average daily flow at the Pennington WWTP is 265,777 gpd with 23,910 gpd of inoperative flow, leaving an available capacity of 155,313 gpd.

Ms. Pchola reported that staff conducted the monthly meter verification on February 1, 2022, and found the North Ridge Meter Station flow meter to be reading high by 5.48%. On January 7, 2022, the meter verification indicated that the meter was reading high by 0.76%. From January 8 through January 31, 2022, the meter data was adjusted down by 3.12%.

Ms. Pchola reported that the Summary of the Meter Summation vs. River Road WWTP Influent Meter indicated a difference of 7.85%, with the River Road WWTP Influent Meter reading higher.

### **602.06 Approval Requests and Actions**

Mr. Doelling reported there is a Treatment Works Application (TWA) for approval for 900 Herrontown Princeton LLP, located in Princeton. The TWA is for the construction of sanitary sewer service to a multi-family affordable housing building containing 65 units.

Staff recommends approval of the TWA for a projected flow rate of 15,150 gpd. The project has received Princeton Planning Board and Sewer Engineer approval.

Resolution 2022-016, Authorizing Endorsement of Application for Treatment Works Approval Statement of Consent for Sanitary Sewer Improvements for 900 Herrontown Road; Block 901, Lot 21; Municipality of Princeton, Mercer County was moved by Mr. Goldfarb, seconded by Mr. Vilaro-Munet, and passed by a roll call vote of 6 to 0. Resolution 2022-016 follows.

**Resolution Authorizing Endorsement of Application for Treatment Works Approval  
Statement of Consent for Sanitary Sewer Improvements for  
900 Herrontown Road; Block 901, Lot 21; Municipality of Princeton, Mercer County**

**Resolution No. 2022-016**

**WHEREAS**, an application for Treatment Works Approval has been submitted to Stony Brook Regional Sewerage Authority (SBRSA) by 900 Herrontown Road LP for construction of sanitary sewer service to a multi-family affordable housing building containing 65 units; and

**WHEREAS**, the New Jersey Department of Environmental Protection (NJDEP) requires the certification by the Wastewater Treatment Facility Owner, that the committed flow does not exceed the presently permitted design capacity and with the additional flow proposed by this application; and

**WHEREAS**, SBRSA has reviewed the application and calculated the projected flow based on the requirements of the N.J.A.C. 7:14A-23.3 Projected Flow Criteria, and the flow calculated based on this criteria is 15,150 gpd; and

**WHEREAS**, this flow rate for this project was reviewed and approved by the Princeton Sewer Engineer on January 18, 2022; and

**WHEREAS**, this project was approved by the Princeton Planning Board on July 18, 2019 and endorsed by the Sewer Engineer on Form WQM-003, Consent by Governing Body; and

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

Stony Brook Regional Sewerage Authority recommends approval of the Treatment Works Approval application for the proposed allocation of 15,150 gpd in accordance with the N.J.A.C. Projected Flow Criteria.

The Executive Director of SBRSA is authorized and directed to execute the Treatment Works Approval (TWA-1 Application) Form WQM-003 in accordance with the SBRSA Resolution adopted August 21, 1984.

**BE IT FURTHER RESOLVED** by the Stony Brook Regional Sewerage Authority that the approval shall remain in effect as stipulated in SBRSA's Revised Resolution Affirming Terms for Approvals for TWA-1 Sewer Extension Applications as Amended 11/26/01.

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

Pamela Switlik X  
Miguel Vilaro-Munet X

Mr. Doelling reported that Woodstone, located in West Windsor Township, has 80 of the 443 units occupied. This development's total projected flow is 93,675 gpd, and 16,862 gpd of inoperable flow was removed.

Provided in the report was the update of connected/inoperable flows from the Municipality of Princeton.

Mr. Doelling provided a tabulated summary from 2011 to present of TWA approvals for each downstream community. Based on the N.J.A.C. criteria, the total approved TWA projected flow for this time period is approximately 1.6 mgd. The actual flow received upon connection will vary from the projected flow.

### **602.07 Regulatory Report**

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

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

The Discharge Monitoring Reports for the month of December 2021 and January 2022 were submitted with no violations reported.

River Road Surface Water Discharge Waste Characterization Report (SWDWC) for the second half of 2021 was submitted to NJDEP.

Hopewell Surface Water Discharge Waste Characterization Report (SWDWC) for the second half of 2021 was submitted to NJDEP.

On February 2, 2022, we experienced high flows through the Hopewell Wastewater Treatment Plant due to a heavy rain event. The permit limit for daily maximum loading for chlorine residual is 0.02 kg/day (interim permit started January 1, 2022). Due to the high flows on this day, the calculated loading was 0.046 kg/day resulting in a potential permit violation. Staff submitted the attached affirmative defense letter dated February 22, 2022, to NJDEP.

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

The November 2020 RDMRs were submitted. All River Road parameters were compliant with the Air Permit requirements.

The December RDMR is currently under review.

The River Road 2021 annual Residuals Waste Characterization Report (RWCR) was submitted to NJDEP. All parameters were within the expected ranges for this facility.

The River Road 2021 annual RWCR for sludge production was submitted to NJDEP.

The 2021 Hopewell and Pennington annual RWCRs for sludge production were submitted to NJDEP.

The semi-annual RDMR for Hopewell and Pennington (2nd half 2021) were submitted to NJDEP. The results were within the expected ranges for these facilities.

### **Air Reporting**

The 4th quarter 2021 Incinerator Sludge Metals Report was submitted to NJDEP. There were no exceedances of the monthly and 12-month weighted average metals concentration limits nor the 12-month rolling lead or mercury emission limits.

The 4th quarter 2021 Excess Emissions and Monitoring Report was submitted. Incinerator No. 1 operating with AB (OS1) had 42 hours of excess Oxygen emissions (Oxygen <3.0%). Carbon Monoxide (CO) concentrations during these periods were less than 100 ppmv at 7% Oxygen.

The semi-annual 40 CFR 60, Subpart O Report for the last six months of 2021 was submitted. There were no excess emissions reported for scrubber differential pressure or Oxygen.

The federal annual 2021 40 CFR 503 Subpart E report was submitted to EPA utilizing the Central Data Exchange (CDX) portal. The 40 CFR 503 limits were not exceeded for the seven reported metals: arsenic, beryllium, cadmium, chromium, lead, mercury, and nickel. This report also provides daily and monthly averages for combustion hearth temperatures, afterburner temperature, RTO temperature, pressure drop, CO, and Oxygen.

The Title V 2021 Combined 2nd Half Semi-Annual Deviation Report/Annual Compliance Certification was prepared by staff and submitted to NJDEP and EPA. This report includes all deviations that occurred throughout the reporting year including the requirements for Subpart LLL.

The 40 CFR 62 – Subpart-LLL 2021 Annual Compliance Report and the Subpart-LLL Semi-Annual Deviation Report were submitted.

### **Miscellaneous**

Incinerator Slag disposal annual recertification application was submitted to Waste Management of Pennsylvania on February 1, 2022, and was approved.

## **602.08 Safety**

Ms. Pchola reported that several items from the Hopewell Valley Bureau of Fire Safety have been corrected. Staff has received an extension to correct the deviations and will most likely request an additional extension. Staff is still waiting for the delivery of the Knox Boxes.

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

### **Accidents**

As of February 18, 2022, Stony Brook Regional Sewerage Authority has gone 18 consecutive days without any “Lost Time” accident. On January 31, 2022, an employee injured their back while snow shoveling. The employee remains out on workers’ compensation.

### **COVID-19/Staffing**

There were two (2) new reports of employee testing positive for COVID-19 and one (1) employee exposure to COVID-19 during this reporting period. All affected staff have returned to work.

### **Training**

Nothing to report.

### **Miscellaneous**

Installation of bollards to protect the high-pressure PSE&G gas meter and gas train at the River Road WWTP was started on February 22, 2022, and is expected to be completed by the end of the month.

The meeting minutes from the January AEA Safety Committee meeting have not been published. Staff will include the meeting minutes when received.

## **602.09 Litigation**

Ms. Alexander reported that there were no changes to the Litigation report.

Dr. Downey requested Ms. Alexander follow up with the USEPA and NJDEP for a status update regarding the pending litigation and penalty assessment.

## **602.10 Operations Report**

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

## **River Road Facility**

The River Road Facility operated well during this reporting period.

During the week of February 7, 2022, Montrose Quality Air Services LLC conducted the annual RATA testing for both Incinerators and associated operating scenarios. Incinerator No. 1 was tested on February 8, 2022, using the Afterburners (AB) and the Regenerative Thermal Oxidizer (RTO). The same testing was performed on Incinerator No. 2 on February 10, 2022. Incinerator No. 2 remained online after the testing was completed. We are awaiting the results of this testing.

Albertus Engineering has been scheduled to be onsite on February 22, 2022, to begin de-slugging Incinerator No.1. Following this, Chavond-Barry Engineering Corporation (CBE) will conduct an inspection regarding any necessary repairs.

## **Upstream Facilities**

Both Upstream Facilities operated well during this reporting period.

On Saturday, January 29, 2022, we noticed elevated flows entering the Pennington Facility. On Sunday, the following day, we noticed that the influent flow was slightly higher than the previous day. We contacted the Pennington Department of Public Works, Superintendent Rick Smith, to inform him that there may be a potable water leak somewhere in Pennington Borough. During our discussion, we learned that they already suspected a problem and planned on searching for the leak the following day, Monday, January 31, 2022. Also, during our discussion, it was determined that the additional volume of water that they were pumping from their wells in recent days was virtually equivalent to the additional volume entering the treatment plant. This helped narrow down the areas when trying to find the leak, which did not come to the surface revealing itself. The pipe break was found, and repairs were made on Monday, January 31, 2022.

The contractor, CMS, continues to work on completing the punch list items at the Pennington Facility.

## **Odor Report**

Staff received no Odor Complaints from our surrounding area during the month of January 2022. We received no odor complaints during the partial February 2022 reporting period. The total February number will be reported in March 2022. The odor complaints appear on the graph showing the number of odor complaints received each year from January 1998 through the present February 2022.

## **Customer Sludge Deliveries**

The reported quantity of liquid sludge was 18% above the budgeted amount, sludge cake was 5% above the budgeted amount, and gray water was 44% above the budgeted amount for January 2022.

Dr. Downey reported that the Odor Task Force would be meeting with Ecosorb on March 23, 2022.

### **602.11 Maintenance**

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

On January 24, 2022, one of the two Muffin Monsters located in the Liquid Sludge Basement was removed from service due to poor performance and worn parts that are no longer readily available. A new Muffin Monster was ordered as a direct replacement from the manufacturer to facilitate a quick replacement. Once the Muffin Monster was installed, it was tested for proper rotation and operation and placed back into service.

Receiving Bin No. 2 Screw Feeder No. 4 (SF-4) was reported tripping out multiple times on January 3, 2022. After further troubleshooting, the motor needed to be rebuilt or replaced. The motor was removed and sent to Lockwood's Motor Service on January 4, 2022. On January 25, 2022, the motor was returned by Lockwood and reinstalled, tested, and returned to service.

The Operations Department reported on February 2, 2022, that Receiving Bin No. 2, Screw Feeder No. 6 (SF-6), was making abnormal noises while in operation. The bin was emptied, hosed, and locked out so staff could perform a visual inspection. Staff found that Screw Feeder No. 5 (SF-5) had one broken bolt, and SF-6 had two broken bolts. The bolts were replaced, all screws were tested to ensure proper operation and placed back into service.

On February 3, 2022, it was reported that Storage Bin Screw Feeder No. 8 (SF-8) had a screw that was not turning. Upon inspection, it was found that tail gears had broken teeth and were not making contact. The gears were removed and replaced with new gears from inventory. After testing the gears for proper operation and making the necessary adjustments to ensure proper meshing of the gear teeth, SF-8 was returned to service.

On February 8, 2022, staff received an alarm via the SCADA System that the Emergency Generator at the Princeton Pump Station was in operation. Surveillance of the pump station was performed to determine what might have caused the generator to run. The main breaker was found in the open position. A call was made to PSE&G to inquire about possible power outages in the area, but none were reported. After determining that commercial power was still available, Scott Testing Inc. was called to troubleshoot the cause further. They found that the ground fault relay was tripped and needed to be reset. However, it took several attempts to reset the ground fault. Once the main breaker was closed commercial power was restored to the Princeton Pump Station. Scott Testing also recommended that the relay be refurbished or replaced because it was difficult to reset. We are currently in the process of obtaining quotes to make the necessary changes.

Due to poor performance, Schwing Pump No. 6 was removed from service on February 14, 2022. Once the pump head was opened and inspected, it was determined that many of the internal parts were wearing out due to normal usage. A complete overhaul of the pump head was performed. All replacement parts were obtained from our inventory to complete the overhaul. The pump was reassembled, tested, and placed back into service.

Provided in the report were several graphs that monitor our monthly progress. The current monthly open work requests stand at thirty (30). On the Preventive Maintenance graph, we averaged two (2) days overdue, and the number of overdue units is approximately nine (9).

### **602.12 Construction Report**

Mr. Doelling reported that the interim completion date to bring the UV Disinfection System online for Contract 19-2 River Road WWTP UV Disinfection and Filtration Project is June 29, 2022. Due to issues with the procurement of materials and equipment, the overall project completion date is expected to be moved back by approximately four (4) months to March 21, 2023.

Mr. Doelling reported that Contract 22-2 GE PLC Upgrade migration from the 90-30 to the Rx3i has been an ongoing planned upgrade with the remaining sites listed in the report. The PLC and I/O Module upgrades will enable continued tech support, high availability of replacement parts, and additional communication functionality.

Mr. Doelling reported on February 17, 2022, a “hack” of the sbrsa.org website was detected. Our website was accessed via an exploit in a plugin that was used on the page. SBRSA data was modified, and the website began posting alternative content. This hack was an exploited flaw in the website content management system, WordPress, that is hosted offsite. The hackers entered into the host system and changed the content of our web page. Nothing on the SBRSA website was damaged, and there was no chance of a threat of hackers entering our network system.

Mr. Doelling reported that a patch was issued for the plugin exploitation to prevent this from occurring on the WordPress system.

Mr. Doelling reported that, as discussed at the Construction Committee Meeting, the Fly Ash Slurry Pump trending information/graphs will no longer be included in the Construction Report. Staff is still monitoring parameters to determine an early indication of when the pumps might shut down.

Mr. Doelling reported that staff would be sending a letter to CMS with a copy to the bonding company for the Pennington WWTP Upgrade and Expansion Project regarding the project's closeout.

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

## **Studies/General:**

**River Road WWTP Phosphorous Impact Modeling Study:** There has been no additional action from NJDEP on the study.

**Expansion of River Road Planning Report:** Staff anticipates being able to present a detailed proposal from Kleinfelder to conduct a capacity analysis/study of the River Road Wastewater Treatment Plant at the March Board meeting.

## **Design**

**Hopewell WWTP Upgrade:** Kleinfelder continues with the design phase of this project. Staff is reviewing the submitted documents and will meet with Kleinfelder to review the design.

## **Construction:**

**Contract 17-1 Pennington WWTP Upgrade and Expansion:** The Pennington WWTP project remains at 96.4% complete. A partial submittal of influent pump spare parts was received. The Hopewell Township electrical inspection was completed and closed with the exception of areas flooded by Tropical Storm Ida. Staff awaits additional documentation, including shop drawings, as-builts, bonding, spare parts, and building/plumbing permit closeouts.

**Contract 19-2 River Road WWTP UV Disinfection and Filtration Project:** As of Payment Application No. 7, the project is 32.8% complete. The UV Building masonry, roofing, doors, louvers, and windows have been installed. Slide gates at each UV channel and the large tank interconnection have been installed. Installation of electrical panels and lighting has begun.

The Disc Filter Building foundation walls have been poured as well as the disc filter elevated equipment pads.

The Contractor continues to submit shop drawings and requests for information (RFI's). To date, 269 shop drawings and 64 RFI's have been submitted.

## **Small Capital Projects:**

**Contract 22-1 Meter Station No. 6 Flume Replacement:** This project has been awarded. The Contractor submitted the fiberglass flume shop drawings, which were acceptable with minor comments.

## **Process Control/SCADA**

Staff performed the monthly meter verifications on February 1, 2022. Preventative maintenance was completed for all field devices and process control loops.

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

- River Road WWTP
  - Installed new branch circuit on the 30 kVA UPS to provide backup power to both CEMS units.
  - Wired the replacement 5 kVA UPS for the TRACE System.
  - Replaced a failed 24 VDC power supply and signal isolator module for Scrubber No. 1 Flow Indicator Transmitters (FITs).
  - Replaced burst water supply line on filter No. 1.
  - Replaced and calibrated the RTO draft pressure transmitter.
  - Installed a signal transmitter in the control cabinet for Scrubber Skid No. 2 for FIT-2709 and FIT-2710 to mitigate bypass events caused by network errors.
  - Rewired corroded connections and replaced a power supply in the control panel for MA Blower No. 1.
  - Repaired two thermocouples on Hearth No. 4 of Incinerator No. 2 which had damaged internal connectors.
  - Assisted Montrose Air Quality Services with RATA operations and on-site setup.
  - Replaced a failed battery array in the UPS for Scrubber Skid No. 1.
  - Replaced the reset button on the burner controller for Incinerator No. 2 Burner 301-C.
  - Rewired the fuel transfer pump control panel for the diesel turbine backup generator to enable proper fault indication.
  - Replaced the controller display for Incinerator No. 2 Hearth No. 5.
  - Installed new salt bridge on the pH sensor for Scrubber No. 3.1.
  - Programmed the RTO diverter valve drive to rotate at specific speeds that minimize vibration.
  - Assisted Travis Electric with providing temporary power for large heaters in the new UV disinfection building.
- Hopewell Plant
  - Replaced a faulty keypad on the influent flow meter.
  - Replaced the dechlorination ORP probe.
  - Installed a new bisulfite diffuser.
  - Programmed a jump frequency for Orbal Aerator 1 Drive 1 to prevent vibrations.
- Pennington Plant
  - Replaced two failed UV bulbs in UV disinfection system B.
- Millstone Pump Station
  - Programmed PLC to communicate with the River Road SCADA over M2M.

## **Information Technology**

**General:** Preventative maintenance was completed for all Information Technology devices and services. During this reporting period:

- Three server backups (ws-engineering-1t, svr11, svr12) were checked for corruption and readability. We have confirmed that the data is stable and recoverable.

- On February 8, 2022, a 6,000 VA uninterruptible power supply (UPS) was installed for protection of the CEMs Room workstations and network equipment. This unit replaces the 5,000 VA UPS that failed on December 24, 2021.
- On Thursday, February 17, 2022, a “hack” of the sbrsa.org website was detected. Our website was accessed via an exploit in a plugin that was used on the web page. SBRSA data was modified, and the website began posting alternative content.

Our site Content Management System forced updates to our website when they detected the issue. SBRSA staff immediately proceeded to lock out the “hacker” and began restoring and testing the website. There was no damage to our computer systems.

All website user and database passwords have been reset, and the website has been restored to normal hosting.

**Verizon Machine-to-Machine Network:** Installation of M2M continues at the Millstone Pump station and the Pennington WWTP and Hopewell WWTP. The M2M for the South Brunswick (February 11, 2022) and Princeton Pump Stations (February 8, 2022) are installed and operational. Staff anticipates integration of M2M at the Millstone Pump Station to be completed by the end of the month.

**Fly Ash Slurry Pump Trending:** Provided were plots showing the January trend data for Fly Ash Slurry Pumps (FASP) No. 1 and No. 3. Several changes in the trend can be seen. These changes are attributed to the following events.

- A dip in all FASP No. 1 parameters at 23:00 on January 1, 2022, was due to the shutdown of the offline/idling Incinerator pump skid following the completion of a burnout of the online Incinerator. Feed was not restarted until January 3, 2022, at 10:19, which was proceeded by an increase in all parameters due to the pump skid being made operational.
- A dip in all parameters at 23:59 on January 8, 2022, is from the Operators shutting off the pump skid and lowering the condensing tray flows to 650 gpm. This accounts for the greater dip in trending when compared to item 1 above. Feed was restarted on January 9, 2022, at 20:30.
- A bump in the data occurred on January 13, 2022, due to scrubber maintenance. During this maintenance, the condensing tray water valve opened 100%, putting 1,300 GPM into the scrubber. The FASP responded appropriately with an increase to all parameters.
- Several blips in the data occurred at 15:23. January 18, 2022, due to incinerator shutdowns necessary for UPS installation and testing. The Instrumentation department installed a new branch circuit on the 30 kVA UPS to provide backup power to both CEMS units.

- A dip in parameters again occurs at approximately 12:00 on January 17, 2022, due to the shutdown of the pump skid and lowering the condensing tray flows. Feed was restarted on January 17, 2022, at 17:30.
- The blue and green boxed sections of the data, occurring on January 26 and January 27, 2022, show an increase in parameters, then a dip, then a second increase. This was due to operators starting the Incinerator No. 2 scrubber system in preparation for scheduled incinerator maintenance rotation and RATA testing in early February. The dip between the blue and green sections showed when Scrubber No. 2 was shut off after operators found that FASP 3 belts needed to be replaced. The green section showed an increase in parameters following FASP 3 repairs and restarting Scrubber No. 2.
- The blips seen on January 28, 2022, were due to a repair performed by the instrumentation department. A failed 24 VDC power supply and signal isolator module for Scrubber No. 1 Flow Indicator Transmitters (FITs) was replaced and tested.

### **602.13 Finance**

#### Payment of Bills and Claims

Mr. Goldfarb moved for approval Resolution 2022-017 for the payment of bills and claims in the amount of \$2,022,729.05 with two signatures instead of three. The motion was seconded by Ms. Switlik and passed by a roll call vote of 6 to 0. Resolution 2022-017 follows.

#### **Resolution Regarding Payment of Bills and Claims**

#### **Resolution No. 2022-017**

**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 \$2,022,729.05 be approved for payment with checks bearing two authorized signatures instead of three authorized signatures.

<u>Recorded Vote:</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			
Pamela Switlik	X			
Miguel Vilaro-Munet	X			

## Treasurer's Report

Mr. Chong reported the net income for the 2022 fiscal year, ending January 31, 2022, of \$789,280. The Authority has total cash and investments of \$17,285,177. The current construction project balance is \$1,274,770. There are sufficient funds for these projects. The outstanding bond principal balance is \$17,479,160.

## Monthly Sludge Business Analysis

Mr. Chong reported the net income figure for January is \$117,879, and the cumulative fiscal year is \$267,777.

Staff recommended Resolution 2022-018, Authorizing Award of a “No Political Contributions Allowed” Contract for Non- Professional Vendors. This is the Pay-to-Play provision in anticipation of making purchases that will exceed the \$17,500 limit from vendor(s) listed in the resolution. All appropriate documents have been obtained from these vendors.

Resolution 2022-018 was moved by Mr. Goldfarb, seconded by Mr. Vilaro-Munet, and passed by a roll call vote of 6 to 0. Resolution 2022-018 follows.

## **Resolution Authorizing Award of “No Political Contributions Allowed” Contract(s) for Non-Professional Service Vendors**

**Resolution No. 2022-018**

**WHEREAS**, the Stony Brook Regional Sewerage Authority (the “Authority”) has a need to acquire goods or services as a no political contribution allowed contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate; and,

**WHEREAS**, the purchasing agent has determined and certified in writing that the value of each contract (by purchase orders) will likely exceed \$17,500; and,

**WHEREAS**, the term of this contract(s) is twelve (12) months. Commencing on December 1, 2021, and ending November 30, 2022, and may be extended as approved by this governing body; and,

**WHEREAS**, the attached list of vendors has completed and submitted a Business Entity Disclosure Certification which certifies that each vendor has not made any reportable contributions to a political or candidate committee served by the Authority in the previous one year, and that the contract will prohibit the (attached list of vendors) from making any reportable contributions through the term of the contract; and,

**WHEREAS**, the Authority has funds available in its current budget.

**NOW THEREFORE, BE IT RESOLVED** that the Authority authorizes the attached list of vendors to enter into contracts by purchase order; and,

**BE IT FURTHER RESOLVED** that the Business Entity Disclosure 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>
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			
Pamela Switlik	X			
Miguel Vilaro-Munet	X			

<b>Year 2022 No Political Contribution Allowed Contracts</b>	
<u>Company Name</u>	<u>Service</u>
GP Jager Inc.	Parts for Muffin Monster

Mr. Chong reported an update on estimated electricity cost for 2022 based on the Energy Agent’s, forecast that current prices have increased 15% to 20% or \$0.01 to \$0.015/kWh. For the fiscal year 2021, the Authority consumed 3,778,022 kWh at a total cost of \$275,905. The forecasted increase is estimated to cost an additional \$41,386 to \$55,181 for 2022.

Mr. Chong reported that as of December 2021, the Authority has submitted all the invoices for the equipment replacement and repairs to our insurance carrier CNA as a result of Tropical Storm Ida. The submitted invoices total approximately \$32,000. The Authority has not received any payment from CNA because it is pending due to other expenses that we may incur in the future. To date, we have not had to replace or repair additional equipment. CNA and FEMA both have the current list of the damaged inventory from Tropical Storm Ida.

A discussion took place regarding the damaged equipment and the insurance claim from Tropical Storm Ida.

Mr. Chong reported that internet or telephone providers, Comcast, Nexogy, Telesystem, and Verizon Fios, have indicated that they will shut off service if the invoices are not paid within the 25-day grace period. Staff requested that the Board authorize staff to pay these invoices before the month’s Board meeting if the payment due date is before the next Board meeting.

Mr. Goldfarb made a motion to authorize payment in advance of the Board meeting for internet and telephone up to \$1,000 per month for each of the following vendors, Comcast, Nexogy, Telesystem, Verizon Fios, if the determination is made that the invoices late payments would have a negative impact on the Authority. All payments made in advance of the Board meeting will be listed and highlighted in yellow on the monthly check register and noted as a “pre-paid.” The motion was seconded by Mr. Morehouse.

Resolution 2022-021, Pre-Payment Before Board Approval of Certain Internet and Telephone Service Vendors, was passed by a roll call vote of 6 to 0. Resolution 2022-021 follows.

**Resolution to Authorize Pre-Payment Before Board Approval  
of Certain Internet and Telephone Service Vendors**

**Resolution No.: 2022-021**

**WHEREAS**, the Stony Brook Regional Sewerage Authority (the “Authority”) uses certain service providers for essential internet and telephone services; and,

**WHEREAS**, the vendors payment grace period is twenty-five (25) days; and,

**WHEREAS**, the receipt of monthly bills or invoices from these vendors may miss the current month’s Board meeting approval for payment, and the following Board meeting date is past the payment due date; and,

**WHEREAS**, the vendors may cut off service if payment is not made by the payment due dates; and,

**WHEREAS**, the Authority has funds available in its current budget.

**NOW THEREFORE, BE IT RESOLVED** that the Authority authorizes the attached list of vendors to be pre-paid before Board approval only in the event the bills or invoices missed the current month’s Board meeting and the following month’s Board meeting date is past the payment due date; and,

**BE IT FURTHER RESOLVED** that the limit for each vendor is \$1,000 per month, and if pre-paid before Board approval at monthly meeting, the payment will be included in the check register denoted as “Pre-Paid”.

<u>Recorded Vote:</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			
Pamela Switlik	X			
Miguel Vilaro-Munet	X			

<b>Internet and Telephone Vendors Approved for Pre-Payment</b>	
<u>Company Name</u>	<u>Service</u>
Comcast	Internet (Backup)
Nexogy	Telephone
Telesystem	Facsimile, Landline Telephone for Alarm System
Verizon Fios	Internet (Primary)

**602.14 Personnel Report**

Ms. Pchola reported that staff hired an Operator VI, one (1) employee remains out on temporary disability and one (1) employee is out on workers' compensation.

**602.15 Correspondence**

For information only.

**602.16 Old Business**

Nothing to report.

**602.17 New Business**

**602.18 Open to the Public**

Chairman Downey opened the public portion of the meeting, hearing no comments from the public; the public portion of the meeting was closed at approximately 7:14 p.m.

**602.19 Executive Session**

Dr. Downey asked for a motion on Resolution 2022-019, Authorizing Closed Session Pursuant to the Open Public Meetings Law related to Non-Union and Management personnel salary increase and the issues relating to the discharge of SRI International Building E to the SBRSA River Road WWTP.

The Board entered into Executive Session at 7:15 p.m. on a motion by Mr. Morehouse, seconded by Ms. Switlik, and passed by a roll call vote of 6 to 0. Resolution 2022-019 follows.

**Resolution Authorizing Closed Session  
Pursuant to the Open Public Meetings Law**

**Resolution No. 2022-019**

**BE IT RESOLVED** by the Stony Brook Regional Sewerage Authority ("Authority") on this 28<sup>th</sup> day of February 2022, as follows:

1. The Authority shall adjourn to executive session in accordance with N.J.S.A. 10:4-12(b)(7), being the Open Public Meetings Law, in order to discuss the following:

- Non-Union and Management personnel salary increases.
- Issues relating to the discharge of SRI International Building E to the SBRSA River Road WWTP.

2. With regard to the Non-Union and Management personnel salary discussions, the minutes of the Closed Session will be released to the public as required by law and as soon as the matters under discussion are fully resolved as between the parties and are no longer of a confidential or sensitive nature.
3. The minutes of the executive session relevant to the negotiation of an agreement relevant to the potential discharge of wastewater from SRI International Building E, will be released to the public in the event of successful negotiations or, in the event of litigation, the minutes shall be available to the public upon: the issuance of an unappealable Order of a Court of competent jurisdiction; upon settlement of all issues in the matter; or the failure to institute litigation after the passage of reasonable time.
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>
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			
Pamela Switlik	X			
Miguel Vilaro-Munet	X			

### **602.20 Report of Executive Session**

A discussion took place regarding the salary increase and the SRI International discharge to the River Road WWTP.

#### **Return to Public Session**

The Board returned to Public Session at 7:47 p.m.

The amended Resolution 2022-020, Authorizing 2022 Salary Increase for Non-Union and Management Personnel, was moved by Mr. Vilaro-Munet, seconded by Ms. Switlik, and passed by a roll call vote of 6 to 0. Resolution 2022-020 follows.

### **Resolution Authorizing 2022 Salary Increases for Non-Union and Management Personnel**

#### **Resolution No. 2022-020**

**WHEREAS**, the Stony Brook Regional Sewerage Authority (Authority) has evaluated the Authority’s Non-Union and Management personnel salaries; and

**WHEREAS**, the Authority has recommended salary increases for said personnel; and

**WHEREAS** the Stony Brook Regional Sewerage Authority has funds available in the Salaries/Benefits Account 3001 and 3007 in the FY 2022 Operating Budget.

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

All Non-Union and Management staff shall receive a salary increase as presented to the Board as noted, including the Executive Director, and is available for review at the offices of the Stony Brook Regional Sewerage Authority.

Salary adjustments will be made retroactive to January 1, 2022; and

**BE IT FURTHER RESOLVED** that this Resolution shall take effect immediately.

<u>Recorded Vote:</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			
Pamela Switlik	X			
Miguel Vilaro-Munet	X			

**602.21 And such other issues as may come before the Board**

There was nothing to report.

**602.22 Adjournment**

As there was no further business to come before the Board, the meeting was adjourned at 7:55 p.m. on a motion by Mr. Morehouse, seconded by Ms. Switlik, and passed by unanimous vote.

Respectfully Submitted,

Antonia Pchola  
Secretary

Recorded and Written by  
Angela Christiano  
March 10, 2022