

Minutes of Meeting #591, March 22, 2021 – Stony Brook Regional Sewerage Authority

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

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

MEMBERS ABSENT:

CONSULTANTS: Alexander

STAFF PRESENT: Chong, Christiano, Doelling, Pchola, Pizarro

### **591.01**

Chairman Downey opened the regularly scheduled meeting at 7:03 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.

### **591.02 Approval of Minutes**

Chairman Downey asked Ms. Pchola to note the changes to the February 22, 2021 Board Meeting minutes. The revised minutes were approved on a motion by Mr. Patel, seconded by Mr. Morehouse, and passed by a vote of 6 to 0.

### **591.03 Board Related Activities**

Ms. Pchola stated that there is one (1) pending consultant contract to be awarded that will be discussed in the Construction section.

### **591.04 Planning and Administration**

Ms. Pchola reported that the most current 12-month average daily flow at the River Road WWTP is 10,144,228 gpd with 733,959 gpd of inoperative flow leaving an available capacity of 2,181,813 gpd. The current 12-month average daily flow at the Hopewell WWTP is 270,530 gpd with 0 gpd of inoperative flow leaving an available capacity of 29,470 gpd. The current 12-month average daily flow at the Pennington WWTP is 280,458 gpd with 31,348 gpd of inoperative flow and is over capacity by 11,806 gpd.

Ms. Pchola reported that the Princeton Farms flow meter certification was performed by W.G. Malden on March 8, 2021. All other monthly meter certifications were performed by W.G. Malden on March 1, 2021. All flow meters were within  $\pm 5\%$ .

As reported last month, the Princeton Farms meter drifted away from its zero-flow condition starting on January 29, 2021. SBRSA staff adjusted the meter to zero on February 3, 2021, and the meter was returned to service. The average daily zero offset was removed from the meter data for February 1 through February 3, 2021, and the flows were adjusted accordingly.

Ms. Pchola reported that last month the meter verification conducted by staff on February 4, 2021, found the Hopewell WWTP Influent flow meter to be reading high by 6.46%. The previous review of the meter's performance was performed by staff on January 4, 2021. The January meter verification indicated that the meter was reading high by 1.60%. The meter data from February 1 through February 4, 2021, was adjusted down by 4.03% which is the average of January 4, 2021, and the February 4, 2021, meter verifications.

Ms. Pchola stated that the Summary of the Meter Summation vs. River Road STP Influent Meter included in this section will be discussed during the Construction section.

### **591.05 Approval Requests and Actions**

Mr. Doelling reported that there are two (2) TWA Applications recommended for approval.

The first TWA Application presented was the West Windsor Duck Pond, Block 8, Lot 8, located in the Township of West Windsor, Mercer County.

The proposed project consists of a sanitary sewer improvement for 360 garden apartment units that includes 100 affordable housing units. This multifamily development is on a Housing Element and Fair Share Plan (HEFSP) site in West Windsor.

The TWA application, for a flow rate of 115,025 gpd, is submitted for approval. The project has received Planning Board and Township Engineer approval.

Staff recommended approval of Resolution 2021-019, Authorizing Endorsement of Application for Treatment Works Approval Statement of Consent for Sanitary Sewer Improvements for West Windsor Duck Pond, Block 8; Lot 8, Township of West Windsor, Mercer County.

Resolution 2021-019 was moved by Mr. Patel, seconded by Mr. Vilaro-Munet, and passed by a roll call vote of 6 to 0. Resolution 2021-019 follows.

**Resolution Authorizing Endorsement of Application for Treatment Works Approval  
Statement of Consent for Sanitary Sewer Improvements for West Windsor Duck Pond,  
Block 8, Lots 8, Township of West Windsor, Mercer County, New Jersey**

**Resolution No. 2021-019**

**WHEREAS**, an application for Treatment Works Approval has been submitted to Stony Brook Regional Sewerage Authority (SBRSA) by T&M Associates on behalf of West Windsor Duck Pond Associates, LLC for the connection of the West Windsor Duck Pond Apartments; and

**WHEREAS**, the applicant proposes sanitary sewer service for 360 garden apartments, a clubhouse and pool, and construction of an 8-inch PVC sanitary sewer, 4-inch PVC sewer laterals from each unit with sanitary sewer connection to a reconstructed sanitary manhole, for an increase in projected sanitary flow of 115,025 gpd; and

**WHEREAS**, the project is more particularly described in the Treatment Works Approval Permit Application on file at the office of the SBRSA; and

**WHEREAS**, the New Jersey Department of Environmental Protection (NJDEP) presently 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 based on the requirements of N.J.A.C. 7:14A-23.3 Projected Flow Criteria, and the flow associated with this application is 115,025 gallons per day (gpd); and

**WHEREAS**, this project has been approved by the West Windsor Township Planning Board (Findings of Fact dated November 18, 2020); and

**WHEREAS**, this project has been endorsed by the Township Engineer, dated February 12, 2021 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 recommends approval of the Treatment Works Approval application for the proposed allocation of 115,025 gpd.

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			

The second TWA Application presented was for Phase 1.1 of the Princeton Executive Park mixed-use development project; Block 9, Lots 12.01 and 12.03; Block 9.03, Lot 12.02, located in the Township of West Windsor, Mercer County.

The Princeton Executive Park mixed-use development project will consist of several phases for a total projected flow of 166,575 gpd (Phase 1: 102,225 gpd; Phase 2: 64,350 gpd). The TWA submitted for approval consists of only a portion of Phase 1: a one-hundred-thirty (130) room hotel and rooftop bar on the northerly parcel at the intersection of Route 1 North and Carnegie Center Drive.

The TWA application is for a flow rate of 17,100 gpd and submitted for approval. The project has received Planning Board and Township Engineer approval. The applicant has indicated that the remaining phases will be submitted separately in the future.

Staff recommended approval of Resolution 2021-020 Authorizing Endorsement of Application for Treatment Works Approval Statement of Consent for Sanitary Sewer Improvements for Phase 1.1 of the Princeton Executive Park mixed-use development project; Block 9, Lots 12.01 and 12.03; Block 9.03, Lot 12.02; Township of West Windsor, Mercer County.

Resolution 2021-020 was moved by Mr. Vilaro-Munet, seconded by Mr. Morehouse, and passed by a roll call vote of 6 to 0. Resolution 2021-020 follows.

**Resolution Authorizing Endorsement of Application for Treatment Works Approval Statement of Consent for Sanitary Sewer Improvements for a portion of Phase 1 of the Princeton Executive Park mixed-use development project; Block 9, Lots 12.01 and 12.03; Block 9.03 Lot 12.02; Township of West Windsor, Mercer County, New Jersey**

**Resolution No. 2021-020**

**WHEREAS**, an application for Treatment Works Approval has been submitted to Stony Brook Regional Sewerage Authority (SBRSA) on behalf of the Palladium Realty, LLC for a portion of Phase 1 of the Princeton Executive Park mixed-use development project; and

**WHEREAS**, the applicant proposes sanitary sewer service for a hotel and rooftop bar and the construction of fourteen (14) manholes, one (1) drop manhole, approximately 2,425 linear feet

(LF) of 8-inch diameter polyvinyl chloride (PVC) pipe for an increase in projected sanitary flow of 17,100 gpd; and

**WHEREAS**, the project is more particularly described in the Treatment Works Approval Permit Application on file at the office of the SBRSA; and

**WHEREAS**, the New Jersey Department of Environmental Protection (NJDEP) presently 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 based on the requirements of N.J.A.C. 7:14A-23.3 Projected Flow Criteria, and the flow associated with this application is 17,100 gallons per day (gpd); and

**WHEREAS**, this project has been approved by the West Windsor Township Planning Board (Findings of Fact dated August 26, 2020); and

**WHEREAS**, this project has been endorsed by the Township engineer, dated January 25, 2021 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 recommends approval of the Treatment Works Approval application for the proposed allocation of 17,100 gpd.

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 Hopewell Borough has given informal approval for an amendment application to the Mercer County Water Quality Management Plan (WQMP) to include a single-family home located at 3 Lawyers Lane in a portion of Hopewell Borough, portions of Lot 55 and

Lot 7, for inclusion into the Sewer Service Area (SSA) of SBRSA's Hopewell WWTP. The SSA amendment request is based on an ordinance that Hopewell Borough passed that allows properties that are partially within the Borough, have water supply from the Borough and are less than two (2) acres, to connect to the Borough's sanitary sewer system.

The owner is seeking preliminary comments from SBRSA. The property straddles Hopewell Borough and Hopewell Township.

Dr. Downey stated that SBRSA would be in favor of this property being included in the SSA of SBRSA's Hopewell WWTP. All necessary documents must be completed before final approval is given by SBRSA.

Mr. Doelling reported that an amendment request to the Water Quality Management Plan (WQMP) was provided for the Hilton West Windsor Property, located in the Township of West Windsor, Block 37, Lots 6, and 7.

ESE Consultants, Inc. has prepared a Site-Specific Amendment Report for NJDEP and Mercer County to request an Amendment to the Mercer County WQMP. The provided report requests an expansion of the SBRSA River Road WWTP SSA to include the Hilton West Windsor Property.

In order to provide sanitary sewer service to the Hilton West Windsor Property in its entirety, the applicant is proposing to expand the existing SBRSA River Road SSA by 24.52 acres to include the portion of Lot 7 that is currently excluded. A total projected average daily flow of 21,210 gpd will be generated by establishments that are excluded from the existing WQMP/WMP.

A discussion took place regarding the Hilton Windsor Property and its location relative to the SBRSA River Road SSA.

#### **591.06 Regulatory Report**

Mr. Doelling reported that due to rain and snowmelt, we experienced high flows through the Hopewell WWTP (0.645 MGD). The permit limit for daily maximum loading for chlorine residual is 0.11 kg/day. Due to the high flows, the calculated loading was 0.22 kg/day resulting in a potential permit violation. Staff submitted an affirmative defense to NJDEP on March 16, 2021.

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 January 2021 were submitted with no violations reported.

February 2021 DMRs are currently being prepared.

The Hopewell and Pennington semi-annual, September 1, 2020 through February 28, 2021, Surface Water Discharge Characterization Reports (SWDWCR) were submitted. The results were within the expected ranges for these facilities.

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

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

The January 2021 RDMRs are currently being reviewed.

### **Air Reporting**

On February 21, 2021, staff submitted the requested 2020 Emission Statement dataset to KEMS, LLC for review and preparation of the report.

### **Laboratory**

The NJDEP 2021 Proficiency Testing (PT) samples were received on March 17, 2021. The study close date is April 29, 2021.

### **Miscellaneous**

Applications for the National Association of Clean Water Agencies (NACWA) 2020 Peak Performance Awards were submitted for all SBRSA facilities on March 8, 2021.

### **591.07 Safety**

A discussion took place regarding the reimbursement of Personal Protection Equipment (PPE) and any other COVID-19 related expenses from the New Jersey Office of Emergency Management (OEM). Staff indicated that reimbursement for all approved expenses up to December 31, 2020, have been submitted for reimbursement. Staff will continue to investigate if any additional reimbursement for 2021 will be available.

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 March 5, 2021, Stony Brook Regional Sewerage Authority has gone 83 consecutive days without a “Lost Time” accident. Attached is an up-to-date graph depicting the historic annual trends of “Lost Time” and “No Lost Time” accidents and injuries.

The employee involved in the December 11, 2020 accident returned to work on March 1, 2021, without any work restrictions.

## **Kleinfelder Annual Inspection Reports**

The Kleinfelder Annual Inspection Report Priority 1 and 2 tracking list have been updated and are provided in the report.

### **Inspections**

On February 9, 2021, the Princeton Fire Inspector conducted the annual inspection of the River Road WWTP and Princeton Pump Station. The inspector noted the following:

- Repairs are needed to electrical outlet covers.
- The existing Fire Department Connection sign has faded and needs to be replaced.
- The repairs to door latches and the installation of door closers are needed on several doors.

All outlet covers have been replaced and staff continues to work on repairs to the doors. The Fire Department Connection sign has been ordered and will be installed upon receipt.

The New Jersey Department of Environmental Protection (NJDEP) was on-site on March 4, 2021, to inspect SBRSA's River Road and Princeton Pump Station underground fuel oil storage tanks (UST). SBRSA has two (2) USTs located on the River Road site and one (1) UST at the Princeton Pump Station. A citation was issued for not hydro-testing the fuel oil spill prevention and containment sumps. Staff will have a certified contractor perform the required testing to bring all three (3) USTs back into compliance.

### **Miscellaneous**

Staff continues to attend the weekly COVID-19 web-conference check-in meetings hosted by the AEA.

There have been no reports of employee exposure to COVID-19 during this reporting period.

The Safety Manager attended the quarterly meeting of the AEA safety committee. The following was discussed at the meeting:

- The CDC has updated its Interim Public Health Recommendations for Fully Vaccinated People – Staff will consider these guidelines when updating SBRSA's policy.
- Changes in insurance coverage applicability: previously, claims on instances of a communicable disease were limited to one occurrence per year per site. Now claims will be accepted on a case-by-case basis. Staff is investigating the applicability of this change to SBRSA.
- The AEA's Virtual Utility Management Conference will be held on March 9 and March 10, 2021. The agenda for the conference is attached. Several SBRSA staff members are scheduled to attend.



### **591.08 Litigation**

Ms. Alexander reported that a telephone conference was held on February 18, 2021, wherein the Parties and Judge Caliguire discussed the outstanding issues and status relating to the River Road WWTP. It was agreed that the matter would again be placed on the inactive list for 6 months, with the consent of the Parties. The next telephone conference has not yet been scheduled.

Concerning the Pennington WWTP Permit issues, a telephone conference was held on February 18, 2021, wherein the Parties and Judge Caliguire discussed the outstanding issues and status. The anticipated issuance of a draft permit resolving the contested issues was discussed, however, SBRSA had not received the draft permit nor completed its review of the same at that time. The draft permit was received on February 19, 2021, wherein TDS effluent limitations had been removed. The draft permit contains minor issues regarding the TSS monthly average permit limitation and minor issues regarding the description of nitrate, arsenic, and bromodichloromethane. Comments are currently being prepared for submission to NJDEP. The next telephone status conference is scheduled for March 30, 2021.

### **591.09 Operations Report**

Ms. Pchola reported that the decrease in the quantity of Sludge Cake received this month was due to a combination of issues: with our receiving bins, cancelations of deliveries due to snow and high flows, and Clinton Township having issues with their belt press, so they are not delivering any sludge cake to us at this time.

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.

On March 1, 2021, we temporarily shut down the incinerator and scrubber system due to sustained high flows caused by rain and snowmelt.

Staff applied sodium hypochlorite, hosed, then backwashed all six multi-media filters.

During the week of March 15, 2021, staff will dewater and clean out each of our four chlorine contact tanks individually. During the week of March 22, 2021, staff will do the same to all four of our re-aeration tanks.

#### **Upstream Facilities**

Both Upstream Facilities operated well during this reporting period.

The new outer ring of Orbal Aeration Tank No. 2 at the Pennington WWTP is being filled with water so the required leak test can be performed. The newly installed sluice gate between the new outer ring and the ring that follows leaked during the previous test. The ring was drained, and the necessary repairs to the gate were made.

### **Odor Report**

Staff received no odor complaints during February 2021. Staff received no odor complaints for the partial month of March 2021.

### **Customer Sludge Deliveries**

The reported quantity of liquid sludge was 8.6% above the budgeted amount, sludge cake was 20% below the budgeted amount, and gray water was 56% below the budgeted amount for February 2021.

### **591.10 Maintenance**

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

On December 17, 2020, Effluent Booster Pump No. 1 was placed into service and Booster Pump No. 2 was removed from service due to its inability to provide enough water pressure to the Belt Press Room. While attempting to isolate the pump, the discharge valve broke and a hole was also found in the pump volute. Parts were ordered and arrived on February 24, 2021. After completing the installation of the new valve and pump, it was tested for proper operation, leaks, and then placed into operation on February 26, 2021.

Modified Aeration Return Sludge Pump No. 2 was removed from service on January 15, 2021, due to a severe mechanical seal leak. It was determined that the seal failure was caused by the pump bearings beginning to fail. Parts were ordered to make the necessary repairs. On February 4, 2021, the pump parts were replaced. The existing pump shaft needed replacement due to wear. A new shaft and sleeve were fabricated by Marshall Maintenance Technologies. Beginning March 1, 2021, the pump was reassembled and installed with a new shaft, sleeve, bearings, and mechanical seal. On March 4, 2021, the pump was tested and placed back into operation.

On March 2, 2021, the sludge valve on one of the new Ultra Screen Disc Filters located at the Pennington Facility appeared to be clogged. To gain access to the valve, the PVC piping needed to be cut and a union installed for future access. Parts were ordered and received on March 4, 2021. The valve was opened and the debris that was impeding the sludge flow leaving the filter consisted of algae, pine needles, pinecones, and leaves. The union was installed and tested. The same task was performed on the second filter. Both filter sludge valves now drain properly and have easy access to be cleaned with minimal downtime.

While performing the major preventive maintenance on the Hopewell Plant Generator on March 3, 2021, the technician from P3 Generator Service found that a twenty-inch long oil pressure line to the low oil shutoff switch on the main engine was leaking and brittle. A temporary repair was made, and the generator was tested to ensure availability so it could remain in service. On March 5, 2021, the technician returned and installed a new oil line. The generator was then tested under load for one hour with no leaks and placed back into remote standby.

Provided in the report were several graphs that monitor our monthly progress. The current monthly open work requests stand at twenty-nine (29). On the Preventive Maintenance graphs, we currently are averaging thirteen (13) days overdue, and the number of overdue units is approximately five (5).

### **591.11 Construction Report**

Mr. Doelling reported that staff requested that Kleinfelder provide a proposal for the 2021 Annual Inspection. The proposal dated March 15, 2021, was provided in the report. The Annual Inspection is required by SBRSA's Bond Indenture and is also used as a means for SBRSA to identify areas/items needing repair or requiring further investigation. Kleinfelder has been conducting the Annual Inspection in cooperation with Mr. Eduardo Amaba, ELECSYS Engineering Group for the electrical inspection, since 2013. As indicated in the past, Kleinfelder and Mr. Amaba are very familiar with the SBRSA facilities. Staff recommends the award of this contract to Kleinfelder as a "No Political Contributions Allowed" contract in the lump sum amount of \$19,020 through Resolution 2021-026. It was noted that the cost for the 2020 Annual Inspection was \$18,750. Resolution 2021-026, Authorizing the Award of a "No Political Contributions Allowed" Contract for the 2021 Annual Inspection of SBRSA Facilities to Kleinfelder was moved by Mr. Vilaro-Munet, seconded by Mr. Goldfarb, and passed by a roll call vote of 5 to 0, 1 abstained. Resolution 2021-026 follows.

#### **Resolution Authorizing the Award of a "No Political Contributions Allowed" Contract for the 2021 Annual Inspection of SBRSA Facilities to Kleinfelder**

#### **Resolution No. 2021-026**

**WHEREAS**, the Stony Brook Regional Sewerage Authority (SBRSA) has a need for the inspection of our wastewater treatment facilities for compliance with our Bond Agreement 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 annual inspection identifies the condition of the SBRSA facilities and is utilized by SBRSA staff to identify areas needing repair or requiring further investigation; and

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

**WHEREAS**, the term of this contract will take place during SBRSA's FY 2021; and,

**WHEREAS**, Kleinfelder has submitted a proposal dated March 15, 2021, and an Agreement to provide annual inspection services for a lump sum fee not to exceed \$19,020 without prior written approval from SBRSA; and

**WHEREAS**, Kleinfelder has completed and submitted a Business Entity Disclosure Certification for FY 2021 which certifies that Kleinfelder has not made any reportable contributions to a municipal political party committee of a governing body that appoints members to the Stony Brook Regional Sewerage Authority including Princeton, South Brunswick Township, West Windsor Township, Hopewell Borough, Hopewell Township and Pennington Borough in the previous one year, and that the contract will prohibit Kleinfelder, from making any reportable contributions through the term of the contract, and

**WHEREAS**, the CFO has certified funds are available in the 2021 Budget Service Contracts/Outside Services line account 4000-3511.

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

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

<u>Recorded Vote:</u>	AYE	NO	ABSTAIN	ABSENT
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 Contract 17-1 Pennington WWTP Upgrade and Expansion project remains at 94.8% complete. The contractor has not submitted a payment application since November 2020. This month's site work included the installation of odor control piping, completion of change order work on the well pump, and completion of several punch list items. Leak testing of Orbal Tank No. 2 following recent repairs should be completed by March 23, 2021. A dissolved oxygen (DO) probe calibration and testing of associated Orbal Tank No. 2 aerator control circuit is also scheduled.

Mr. Doelling reported that CMS confirms it remains on schedule for project completion in May 2021. Staff anticipates being able to finalize all change orders for approval at next month's Board meeting.

Mr. Doelling reported that Contact 19-2, River Road WWTP UV Disinfection and Filtration Project received Authorization to Award from NJDEP on March 9, 2021. Staff is coordinating with Allied Construction to award the contract and schedule the preconstruction conference.

The current timeline for this project is to have the contract signed by the Chairman by March 23, 2021, then provide the submittal to the Office of the State Comptroller and the NJDEP. We anticipate scheduling a pre-construction meeting with Allied Construction, NJDEP, and the Office of Equal Opportunity to discuss the socially and economically disadvantaged (SED) business requirements by the end of March 2021. The notice to proceed will occur at that meeting. We are projecting the project to take six hundred (600) days to complete.

Mr. Doelling reported that Contract 21-1, Regenerative Thermal Oxidizer Valve Replacement Project was awarded to BR Welding at last month's Board meeting. BR Welding is currently in discussions with Dürr regarding the purchase of proprietary equipment required for the project. A preconstruction kick-off meeting is being scheduled for later this month. We anticipate the repair to begin once the materials are received, which was previously estimated as eight (8) weeks from approval of shop drawings.

Mr. Doelling reported that staff received two quotes for the River Road Multiple Hearth Incinerator No. 1 Repair Project. One quote from Industrial Furnace Company and the other from Albertus Energy Inc. The lowest price quote received was \$28,847 from Albertus Energy, Inc. Albertus Energy has successfully completed previous incinerator repair work for the Authority.

Staff recommends the award of Resolution No. 2021-021, Authorizing the Award of Multiple Hearth Incinerator No. 1 Repairs Project to Albertus Energy, Inc in the amount of \$ 28,847.

Resolution 2021-021 was moved by Mr. Morehouse, seconded by Mr. Patel, and passed by a roll call vote of 6 to 0. Resolution 2021-021 follows.

**Resolution Authorizing Award of Contract for  
Multiple Hearth Incinerator No. 1 Repairs 2021**

**Resolution No. 2021-021**

**WHEREAS**, the Stony Brook Regional Sewerage Authority duly advertised, according to law, for bids for multiple hearth incinerator #1 repairs on two separate occasions, namely January 14, 2021, and February 12, 2021, 2020; and

**WHEREAS**, the Authority did not receive any responsive bids on either return date; and

**WHEREAS**, pursuant to the provisions of N.J.S.A.40A:11-5(3), a contract may be negotiated if, after bids are solicited on two occasions, no bids are received on both occasions, provided that the Authority finds that certain conditions are met in accord with the provisions of 40A:11-5(3); and

**WHEREAS**, after no bids were received on two occasions, the Authority entered into negotiations with two firms having previous experience performing Incinerator repairs at SBRSA, Albertus Energy, Inc. from Malvern, Pennsylvania and Industrial Furnace Corporation from Rochester, New York; and

**WHEREAS**, the Authority requested quotations for the repair of Multiple Hearth Incinerator No. 1, as specified in the bid specifications, from both firms in the manner provided by law; and

**WHEREAS**, Albertus Energy, Inc. provided the lowest price quotation; and

**WHEREAS**, the Authority desires to award a contract to Albertus Energy, Inc. for the repair of Multiple Hearth Incinerator No. 1; and

**WHEREAS**, the Director of Finance has certified funds are available in the 2021 Repairs line account 5000-4510.

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

1. The Authority hereby finds that a reasonable effort has been made to first determine that the same or equivalent goods and services are not available from an agency or authority of the United States, the State of New Jersey, the County of Mercer or any municipality in close proximity; and that the terms, conditions, restrictions and specifications set forth in the negotiated contract are not substantially different from those which were the subject of competitive bidding; and that no minor amendment or modification of any of the terms, conditions, restrictions and specifications are proposed to be included in the contract with Albertus Energy, Inc.
2. The Stony Brook Regional Sewerage Authority hereby awards the contract in the amount of \$28,847.00 to Albertus Energy, Inc., having their corporate offices at 288 Lancaster Avenue, Malvern PA 19355 for the repair of Multiple Hearth Incinerator No. 1, as specified in the bid specifications and the Executive Director is authorized to execute said contract.
3. The Authority's staff and consultants are hereby authorized to take all other actions necessary or desirable to effectuate the terms and conditions of this Resolution.
4. This Resolution shall take effect as provided by law.

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

Mr. Doelling reported the monthly meter certifications were performed by W.G. Malden on March 1 and March 8, 2021.

Staff conducts a verification of the River Road influent flow meter weekly. Since influent flow is measured by evaluating a differential pressure across the venturi flow meter, during verification/certification, a simulated differential pressure is placed on the pressure sensing manifold to test its performance. Both air and water can function as a calibration standard, therefore either a differential air pressure or differential water column is used.

On February 4, 2021, staff found that the high range River Road Influent meter had drifted significantly. On the same day, both the high and low range meters were recalibrated using a differential air pressure standard. Not satisfied with the results, staff returned the next day and recalibrated the meter using our more typical water column standard. Staff has noted that the measured influent flow following an air pressure calibration tends to be approximately 1 mgd lower than the water column method. This is due to the inherent pressure offset associated with the complex hydrostatics present with this meter and its sensing manifold.

Additionally, on February 26, 2021, staff installed flushing rings with bleed valves on the remote seals for the low-range flow meter to allow improved removal of the pocket of air that forms near the seal diaphragm, and a new precision fit Garlock gasket was installed to eliminate potential interference with the seal diaphragm. These minor changes did not appear to have an effect on the meter.

Kleinfelder continues to investigate the meter setup and will recommend a calibration method.

A discussion took place regarding the meter issue.

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.

**NJPDES Permits:** On February 26, 2021, a draft Discharge to Surface Water Renewal Permit was issued by the Bureau of Surface Water and Pretreatment Permitting for the Pennington WWTP. Staff has reviewed the draft permit and on March 15, 2021, discussed our comments with Jim Cosgrove from Kleinfelder. Jim is in the process of preparing a comment letter to NJDEP.

## **Design**

**River Road Sludge Storage Hopper Feed Screw Replacement Project:** The 90% drawings were received on March 17, 2021. Staff is reviewing the documents.

**Hopewell WWTP Upgrade:** Kleinfelder has started the preliminary design phase of the project.

Soil borings were completed on March 16, 2021.

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

- River Road WWTP
  - Installed a fully independent backup circuit to continuously monitor and record the position of the bypass damper on Incinerator No. 2.
  - Replaced the *sample correlation wheel* in the carbon monoxide analyzer in CEMS No. 2 and performed an initial sample to reference ratio calibration.
  - Installed new sensor caps on the dissolved oxygen probes for Nitrification Aeration Stages 2 and 3 in Tanks 1 and 2.
  - Filter No. 4 received various repairs:
    - Influent valve actuator was rebuilt.
    - Effluent valve actuator was rebuilt.
    - New limit switches were installed on the influent valve.
    - Effluent valve positioner solenoid was rebuilt, and new coils were installed.
  - Staff repaired limit switches for the *cell waste valve* on Filter 1.
  - The programmable logic controller (PLC) for Mechanical Bar Screen No. 2 would not return to the active 'Run' mode after a power failure. The central processing unit module was replaced.
  - All process controllers for both incinerators were updated to the newest firmware. Their configurations were downloaded and backed up to minimize downtime in the event of a failure.
  - Staff modified the speed signals for the sodium bisulfite pumps so that all signal conversions and calculations are performed only by the PLC.

A discussion took place regarding the safety and security of the SBRSA computer network.

## **Information Technology**

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

- Uninterruptable Power Supplies (UPS) on the River Road site were tested, all were found to be in good operating condition.
- Backups for SERVER3 and SERVER13 were tested and confirmed as restorable and not corrupted.
- Server loads were reviewed and are being re-balanced.
- On March 14, 2021, it was noted that expanded storage server space will be needed for backups. Staff is developing a plan to purchase and integrate additional space.

Several Verizon Wireless network extenders have been installed at the River Road plant. Site-wide cellular data coverage has improved substantially.

Digital Signature services from DocuSign are available to all staff upon request.



**Cyber-Security Training:**

- The password construction training issued on October 14, 2020, stands at 91% complete. Training for 3 Board members remain.
- The yearly security awareness training issued December 1, 2020, stands at 89% complete. Training for 4 Board members remain.

**VZ M2M:** Staff continues testing an implementation of a M2M (Machine-to-Machine) service network from Verizon. An M2M network connection was established between the North Ridge meter station and the River Road WWTP Industrial network for the collection of flow data. The M2M network currently shows a greater than 99% network availability, the collected data matches that collected data using the current system, and the improved polling speed has been shown to increase flow meter reporting accuracy. The M2M connection additionally allows SBRSA’s instrumentation technicians to work securely on the remote PLC from the River Road plant. Staff anticipates being able to integrate additional M2M service networks for the upstream WWTP and the remaining remote meter and pump stations over the next months.

**RRWWTP Operation Building Structured Cabling Project:** The Cabling project remains at 99% complete. A list of all remaining items required under the contract has been transmitted to TeleQuest and a schedule for project close-out has been requested.

**591.12 Finance**

Payment of Bills and Claims

Mr. Goldfarb moved for approval Resolution 2021-022 for the payment of bills and claims in the amount of \$844,493.94 with two signatures instead of three. The motion was seconded by Mr. Patel and passed by a roll call vote of 6 to 0. Resolution 2021-022 follows.

**Resolution Regarding Payment of Bills and Claims**

**Resolution No. 2021-022**

**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 \$844,493.94 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

A discussion took place regarding the Deferred Compensation 457(b) vendor.

Treasurer’s Report

Mr. Chong reported the net income for the 2021 fiscal year, ending February 28, 2021, was \$569,540. The Authority has total cash and investments of \$15,892,865. The current construction project balance is \$3,212,626. There are sufficient funds for these projects. The outstanding bond principal balance decreased to \$18,282,657 after the February 1, 2021 payment.

Monthly Sludge Business Analysis

Mr. Chong reported the net income figure for February is \$91,234 and the cumulative fiscal year to date net income is \$318,605.

Staff recommended the approval of Resolution 2021-023, Authorizing the Emergency Procurement of Services for the Repair of Broken Effluent Flushing Water Line Leak at the River Road WWTP. This emergency involved the repair of a four (4) inch line located in the grass area located between Structure No. 1 and the Chemical Building.

Resolution 2021-023 was moved by Mr. Goldfarb, seconded by Mr. Vilaro-Munet, and passed by a roll call vote of 6 to 0.

Dr. Downey reported that there was a break in the potable water line last year and this is the second break in the effluent flushing water line. Staff will be meeting this week to determine if there is a long-term solution for water supply.

Staff recommended approval of Resolution 2021-025, Authorizing Award of a “No Political Contributions Allowed” Contract for Non-Professional Vendors. This is the pay-to-play provision that staff anticipates making purchases from these vendors that will exceed the \$17,500 limit. Staff has obtained the appropriate documentation from these vendors. The services these vendors provide are listed on the last page of the resolution.

Resolution 2021-025 was moved by Mr. Goldfarb, seconded by Mr. Vilaro-Munet, and passed by a roll call vote of 6 to 0. Resolution 2021-025 follows.

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

**Resolution No. 2021-025**

**WHEREAS**, the Stony Brook Regional Sewerage 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 12-months. Commencing on December 1, 2020, and ending November 30, 2021, 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 Stony Brook Regional Sewerage 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 Stony Brook Regional Sewerage 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 2021 No Political Contribution Allowed Contracts:</b>	
<b>Company Name</b>	<b>Service</b>
Corrosion Products, Inc.	Pump Parts & Seals
F.W. Webb Company	Plumbing Parts/Supplies
Hesco Electric Supply Co Inc.	Electrical Supplies
Lockwoods Electric Motor Service	Motors, and Repair
Vizcarra's Landscaping LLC	Lawn Service

Mr. Chong stated that the 2020 fiscal year audit of books and records is almost completed. The auditors from Suplee, Clooney and Company are in the process of compiling the financial statements. The completion of the financial statements is pending on when the State of New Jersey releases the unfunded pension liability, which could be as late as May 2021 due to the pandemic.

Mr. Chong stated that the auditors have not found any material misstatements relating to the financial statements.

### **591.13 Personnel Report**

Ms. Pchola reported that the employee who was on worker's compensation has returned to work on March 1, 2021.

### **591.14 Correspondence**

For information only.

### **591.15 Old Business**

There was nothing to report.

### **591.16 New Business**

There was nothing to report.

### **591.17 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 8:10 p.m.

### **584.18 Executive Session**

Dr. Downey asked for a motion on Resolution 2021-027, Authorizing Closed Session Pursuant to the Public Meetings Act to discuss issues regarding attorney/client privilege and pending or threatened litigation with regard to issues related to the EPA Term Sheet. The Board entered into Executive Session at 8:14 p.m. on a motion by Mr. Vilaro-Munet, seconded by Mr. Patel, and passed by a roll call vote of 5 to 0. Resolution 2021-027 follows.

### **Resolution Authorizing Closed Session Pursuant to The Open Public Meetings Act to Discuss Issues Regarding Attorney/Client Privilege and Pending or Threatened Litigation with Regard to Issues Related to the EPA Term Sheet**

**Resolution No. 2021-027**

**BE IT RESOLVED** by the Stony Brook Regional Sewerage Authority ("Authority") on this 22<sup>nd</sup> day of March 2021, as follows:

1. In accordance with the Open Public Meetings Act, the Authority shall adjourn to executive session in accordance with N.J.S.A. 10:4-12(b)(7), in order to discuss issues regarding Attorney/Client Privilege and pending or threatened litigation with regard to issues related to the EPA Term Sheet.
2. The minutes of the executive session 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.

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>
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse*				X
Bharat Patel	X			
Pamela Switlik	X			
Miguel Vilaro-Munet	X			

\*Mr. Morehouse had to leave the meeting

**584.19 Report of Executive Session**

A discussion took place regarding the litigation issues in the EPA Term Sheet.

**Return to Public Session**

The Board returned to Public Session at 8:40 p.m.

A motion was made by Mr. Patel and seconded by Mr. Vilaro-Munet for staff to submit a self-disclosure statement to the New Jersey Department of Environmental Protection regarding the discovery that the laboratory conducting the sludge cake metals analysis during the 2020 incinerator stack test was not certified in the state of New Jersey. The motion was passed by unanimous vote.

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

There was nothing to report.

**591.21 Adjournment**

As there was no further business to come before the Board, the meeting was adjourned at 8:41 p.m. on a motion by Mr. Patel, seconded by Mr. Vilaro-Munet and passed by unanimous vote.

Respectfully Submitted,

Antonia Pchola  
Secretary

Recorded and Written by  
Angela Christiano  
April 9, 2021