

Minutes of Meeting #594, June 28, 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

### **594.01**

Chairman Downey opened the regularly scheduled meeting at 7:04 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.

### **594.02 Approval of Minutes**

Ms. Pchola noted the changes to the May 24, 2021, Board Meeting minutes. The revised minutes were approved by Mr. Morehouse, seconded by Mr. Vilaro-Munet, and passed by a unanimous vote.

### **594.03 Board Related Activities**

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

### **594.04 Planning and Administration**

Ms. Pchola reported that the most current 12-month average daily flow at the River Road WWTP is 9,938,203 gpd with 924,650 gpd of inoperative flow leaving an available capacity of 2,197,147 gpd. The current 12-month average daily flow at the Hopewell WWTP is 265,779 gpd with 0 gpd of inoperative flow leaving an available capacity of 34,221 gpd. The current 12-month average daily flow at the Pennington WWTP is 279,592 gpd with 25,964 gpd of inoperative flow and is over capacity by 5,556 gpd.

Ms. Pchola reported that next month the Pennington WWTP capacity will be changed to 445,000 gpd.

Ms. Pchola reported that the monthly meter certifications were performed by W.G. Malden on June 2, 2021. All flow meters were within  $\pm 5\%$ .

Ms. Pchola reported that Pennington WWTP experienced a power surge and outage on May 10, 2021, resulting in a loss of flow and totalizer reading data. The flow for May 10, 2021, was calculated by averaging flows from May 9 and May 11, 2021.

Ms. Pchola reported that on May 26, 2021, at Meter Station No. 6, the flow transmitter malfunctioned and started generating a steady output. The transmitter was reset and returned to service on May 27, 2021. The May 26 and May 27, 2021, flow data for Meter Station No. 6 was substituted with an average flow calculated using flow data from May 25, and May 28, 2021.

Ms. Pchola reported that on May 25, 2021, a clog occurred in the flume at the North Ridge Meter Station. Debris was cleared from the flume on May 26, 2021. The flow data for the North Ridge meter station for May 25 and May 26, 2021, was substituted with an average flow calculated using flow data from May 24 and May 27, 2021.

Ms. Pchola reported that the Summary of Meter Summation vs. River Road STP Influent Meter indicated a difference of 1.95% with the River Road STP Influent Meter reading lower.

#### **594.05 Approval Requests and Actions**

Mr. Doelling reported that the approved 300 gpd of wastewater flow for 574 Village Road West located in West Windsor Township was added to the Total Inoperable Flow for West Windsor.

The approved 9,238 gpd of wastewater flow for Princeton Senior Apartments located in the municipality of Princeton was added to the Total Inoperable Flow for Princeton.

Staff is still waiting for a TWA application from Princeton University for planned improvements as discussed last month.

#### **594.06 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 April 2021 were submitted with no violations reported.

The May 2021 DMRs are currently being prepared.

The semi-annual bioassay for Hopewell and Pennington WWTPs and the quarterly bioassay for the River Road WWTP were conducted during the week of April 26th and the results (>100%) were electronically reported to NJDEP on May 18, 2021.

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

The March 2021 RDMRs were submitted to NJDEP. All River Road parameters were compliant with the Air Permit requirements.

The April 2021 RDMRs are currently being prepared.

### **Air Reporting**

Cylinder Gas Audit (CGA) for both incinerators was conducted by staff on May 10, 2021.

### **Laboratory**

The report of the on-site laboratory audit conducted on April 16, 2021, by the NJDEP Office of Quality Assurance (OQA) was received on May 19, 2021. SBRSA electronically submitted responses on May 25, 2021, and June 15, 2021. SBRSA received a closeout letter from NJDEP OQA on June 21, 2021. This letter includes the Audit deficiencies, SBRSA responses (corrective actions), and the NJDEP OQA responses. A copy of the letter was provided in the report. As indicated in the letter, the OQA found SBRSA's plan acceptable.

### **594.07 Safety**

A discussion took place regarding access to the River Road WWTP main gate. An update regarding COVID expense reimbursements and employee vaccinations was also discussed.

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 June 7, 2021, Stony Brook Regional Sewerage Authority has gone 177 consecutive days without a "Lost Time" accident.

On May 24, 2021, an employee was involved in a vehicle accident while operating a company vehicle. The employee was not injured but was taken to Penn Medicine for the required drug and alcohol testing. More details will be available upon completion of the SBRSA incident report.

### **Kleinfelder 2021 Annual Inspection**

The 2021 annual inspection is scheduled for completion by June 25, 2021. The 2020 Kleinfelder Annual Inspection Report Priority 1 and 2 tracking lists have been updated and are attached to this report.

## **Inspections**

- On June 4, 2021, Crompco conducted the underground fuel oil storage (UST) tank cathodic testing for the two UST's located at the Chemical Building and the rear parking lot at River Road. Both tanks passed inspection.
- On June 11, 2021, The Joint Insurance Fund (JIF) was on-site to consult with the Safety Manager to conduct an inspection of the Millstone Pump Station. The inspector pointed out that a guard for one of the influent pumps was loose. Staff secured the guard.

## **Training**

- MEL Safety Institute (MSI) Learning Management System training was provided to three (3) employees on May 27, 2021. The purpose of the training was to provide log-in credentials for the employees and to instruct them on how to navigate the system so they can schedule and participate in required training.

## **Miscellaneous**

On April 21, 2021, the Safety Committee met to discuss two incidents: a non-work-related illness and a work-related accident. The meeting minutes were attached to the report.

On May 11, 2021, the Safety Committee held its regular meeting. The minutes were provided in the report.

There were zero reports of employee exposure to COVID-19 during this reporting period.

## **COVID-19 Reimbursement**

On May 27, 2021, SBRSA received a \$15,542.50 reimbursement from FEMA for COVID-19 related purchases (January 2020-September 2020). This amount is \$227.50 greater than that reported in the previous month's Board reports due to the inclusion of a cost associated with a backorder shipment of Personal Protective Equipment (PPE).

Staff was informed that the Authority can file an amended claim for previously prohibited COVID-19 purchases. Staff compiled all additional supporting purchasing documentation and submitted a claim on June 3, 2021.

## **594.08 Litigation**

Ms. Alexander reported on the River Road Title V Air Permit. SBRSA received a request from NJDEP on April 19, 2021, for additional data and information regarding minimum and average temperatures during transition periods. The 2020 information was submitted to NJDEP on May 17, 2021; 2019 information was submitted on June 14, 2021; 2018 information was submitted on June 21, 2021, and 2017 and 2016 information is currently being compiled for submission.

On June 24, 2021, Ms. Alexander attended a conference call with the attorneys for USEPA, USDOJ, and NJDEP regarding the next steps toward the resolution of all outstanding issues. Everything submitted has been reviewed, except for 2017 and 2016 data, and no other information is needed. Suggested meeting dates will be sent next week.

### **594.09 Operations Report**

A discussion took place regarding the methods being used to control odors.

There were no other 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.

Incinerator No. 2 was de-slagged by Albertus Engineering the week of June 7, 2021. Subsequently, the condition of the incinerator was inspected by Chavond-Barry Engineering. Staff is awaiting the draft report.

We are experiencing sludge settling issues in the Modified Aeration (MA) Clarifiers. Where the exact cause is unknown; this has occurred in the past mainly during low flow/warm weather conditions. We are taking corrective action by adding magnesium hydroxide to the splitter box before the MA Clarifiers. This has helped in the past.

#### **Upstream Facilities**

Both Upstream Facilities operated well during this reporting period.

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

#### **Odor Report**

Staff received five (5) odor complaints during May 2021. Staff received no odor complaints during the partial June 2021 reporting period. The final June number will be reported in July 2021.

#### **Customer Sludge Deliveries**

The reported quantity of liquid sludge was 2.0% below the budgeted amount, sludge cake was 11% above the budgeted amount, and gray water was 4.5% above the budgeted amount for May 2021.

## **594.10 Maintenance**

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

On February 9, 2021, during the monthly preventive maintenance inspection at the Princeton Pump Station, two large cracks were found in a piece of the frame of the climber screen. The screen was immediately removed from service and the bypass channel was placed online for manual rag removal. New frames and springs were ordered from Fairfield Service Company. On March 22, 2021, the climber screen was disassembled, and the frames were replaced. The proprietary springs did not arrive until mid-May. On May 20, 2021, the new springs were installed, and the climber screen was tested for proper operation. After reinstalling the safety cage, the climber screen was placed into service and the bypass channel was taken offline on May 21, 2021.

Shaftless Screw Conveyor No. 2 located in the River Road Headworks Building was found to have a worn liner while performing routine inspections on February 9, 2021. A new liner was ordered and arrived on May 18, 2021. The conveyor was removed from service, dismantled, and cleaned. The new liner was installed, fastened, and reassembled. On May 21, 2021, the screw conveyor was tested and placed into service.

The Sludge Cake Storage Hopper which is used to feed the Incinerator was emptied for a scheduled repair of Sludge Feed Screw No. 7 drive bearings on May 21, 2021. Shaft and Sleeves arrived at 06:00 hours to accommodate the sludge cake scheduling and limit the downtime. Both screw shafts had the packings, and drive side pillow block bearings replaced. The repair was completed the same day, tested, and put back into service.

While performing routine Incinerator checks it was found that Ash Hopper Feed Screw No. 1 had a bad drive bushing due to a missing keyway. The bushing and keyway were replaced, the screw was tested and returned to service on May 23, 2021.

All damaged ceiling tiles were replaced in the Operations and Lab area at the Pennington WWTP on May 25, 2021.

On May 26, 2021, the leak and high-level alarms were activated on the above ground fuel oil storage tank at the South Brunswick Pump Station. A mechanic was sent to check the alarms and inspect the tank. After further troubleshooting, it was found that there was water between the fuel tank and the concrete shell. On May 2, 2021, the water was removed from the tank and was inspected for areas that may have allowed water to penetrate the concrete shell. Some minor gaps were found around the fill cap and access hatch. These areas were cleaned, and the gaps were filled to prevent any further water penetration. The tank has been inspected several times after heavy rains and no further water has accumulated.

Filter No. 1 located at the River Road Facility was removed from service on June 8, 2021, to replace a pneumatic actuator that developed a hole in the housing for the surface wash valve. A

new actuator from inventory was installed and tested and the filter was placed back into service.

On June 16, 2021, the coupling on the liquid sludge discharge line of Sludge Pump No. 2 that feeds Belt Press No. 2 located in the Operations Building basement failed while in operation. The pump was immediately shut off. While trying to relieve the remaining liquid sludge from the six-inch check valve several operators and mechanics were sprayed with sludge. The personnel involved in the event were sent to Occupational Health Outpatient at Princeton Medical Center for updated shots if required. Once the area was secured and cleaned the old coupling was removed and a new coupling with flange adapters was installed. The sludge pump was then tested and ran to check the line for leaks. No leaks were found, and the thickener sludge pump and belt press were placed back into service.

Provided in the report were several graphs that monitor our monthly progress. The current monthly open work requests stand at seventeen (17). On the Preventive Maintenance graph, we average seven (7) days overdue, and the number of overdue units is approximately three (3).

#### **594.11 Construction Report**

Ms. Switlik joined the Board Meeting at 7:28 PM.

Mr. Doelling reported that staff requested and received a proposal from GHD for the provision of Bidding Support and Construction Phase Engineering Services for the Sludge Cake Storage Hopper (SCSH) Screw Replacement Project. The proposed fee of \$49,960 will be billed on a time charge basis.

It is most cost-effective for the design engineer of a project to provide construction phase services. Staff recommends the award of Resolution 2021-050 for the construction phase engineering service for the SCSH Screw Replacement Project to GHD in the amount of \$49,960.

The construction cost estimate for this project is \$1,191,000.

The services outlined are in line with previous construction services work. This proposal was based on similar work submitted for the Schwing Pump Project (Contract 16-1). The major differences are the increases in billing rates, as well as 32 additional hours of anticipated effort due to the increased complexity of the current project. As noted, the construction phase services will be billed on a time charge basis.

Mr. Morehouse stated that this was discussed during the Construction Meeting and moved Resolution 2021-050, seconded by Mr. Vilaro-Munet, and passed by a roll call vote of 6 to 0. Resolution 2020-050 follows.

#### **Resolution Authorizing the Award of a “No Political Contributions Allowed” Contract for Construction Phase Engineering Services for the Sludge Cake Storage Hopper Screw Replacement Project to GHD**

**Resolution No. 2021-050**

**WHEREAS**, the Stony Brook Regional Sewerage Authority (SBRSA) has a need for construction administration services for the Sludge Cake Storage Hopper Screw Replacement Project 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 Finance Director, has determined and certified in writing that the value of the work will exceed \$17,500; and

**WHEREAS**, GHD was awarded the contract to provide the Design of the Sludge Cake Storage Hopper Screw Replacement Project at the River Road Wastewater Treatment Plant on December 16, 2019, Resolution 2019-98; and

**WHEREAS**, GHD was awarded Amendment No. 1 to the design contract, necessary to address SBRSA requested out of scope items on September 21, 2020, Resolution No. 2020-075; and

**WHEREAS**, SBRSA had requested and GHD has submitted a proposal dated June 17, 2021 indicating they will provide Bidding/Awarding & Construction Phase Engineering Services for the Sludge Cake Storage Hopper (SCSH) Screw Replacement Project on a time charge fee basis at a cost of \$49,960; and

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

**WHEREAS**, the Finance Director has certified that sufficient funds for this work are available in unrestricted fund balance.

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

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certifications 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			

Mr. Doelling reported that by payment application No. 28, Contract 17-1 Pennington WWTP Upgrade and Expansion Project is 96.4% complete. This month’s site work consisted of work toward the completion of the punch list. The remaining punch list items are related to the contractor waiting for delivery of components, the contract coordinating with subcontractor/manufacturer, and administrative items.

A discussion took place regarding CMS and the completion of the Pennington project.

Mr. Doelling reported that construction projects are being delayed due to the shortage of labor and supplies due to the pandemic.

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:** Staff received an email from NJDEP on June 8, 2021, noting that SBRSA’s NJPDES permit application for the River Road WWTP that was submitted on November 24, 2020, has been deemed administratively complete and has been forwarded to the Bureau of Surface Water and Pretreatment Permitting for technical review and processing. The current SBRSA River Road WWTP NJDPES permit expires on June 30, 2021. In the event that the Department is unable to issue a new permit, the conditions of an expired permit are continued in force until the effective date of a new permit.

**2021 Annual Inspection:** The Annual Inspection of all SBRSA facilities is underway. Inspection of the Pennington WWTP remains and is scheduled for completion by June 25, 2021.

**Design**

**Hopewell WWTP Upgrade:** Kleinfelder continues with the preliminary design phase of the project. On June 11, 2021, staff received draft technical memoranda on the influent screening and settling tank sizing evaluations. Staff is reviewing the documents and will meet with Kleinfelder to discuss the evaluation.

## Construction

**Contract 19-2 River Road WWTP UV Disinfection and Filtration Project:** Allied Construction continues to submit shop drawings and requests for information (RFI's). To date, 46 shop drawings and 16 RFI's have been submitted. Mobilization has begun and two (2) storage containers, a mobile office, and a front-end loader have been moved onsite

## Small Capital Projects

**Contract 21-1 Regenerative Thermal Oxidizer Valve Replacement Project:** Delivery of parts has been delayed three weeks due to material delays at the foundry. The new projected delivery date for the valve is September 6, 2021. The valve repair is expected to occur during the following week.

## Process Control/SCADA

The monthly meter certifications were performed by W.G. Malden on June 2, 2021. Preventative maintenance was completed for all field devices and process control loops.

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

- River Road WWTP
  - The effluent flow control valve for Filter No. 3 was retrofitted with a direct-coupled electric valve actuator to replace the failing hydraulic valve positioning system.
  - Installed a new display on the burner controller for Hearth No. 1 on Incinerator No. 1.
  - The display for the Hearth No. 7 burner controller on Incinerator No. 1 was repaired and reinstalled after it began malfunctioning.
  - Performed a factory reset to the burner controller for Hearth No. 3 on Incinerator No. 1 and reprogrammed the unit after it encountered a software fault.
  - Repaired, configured, and reinstalled the Weather Station transmitter on the Operations Building roof with new mounting hardware.
  - Repaired the water supply tubing to the effluent valve actuator for Filter No. 5 after it failed due to wear and tear.
  - The electromagnetic flow meter for the recycle flow on CD-400 was replaced after the internal rubber lining had degraded due to chlorine exposure and washed away.
  - Corrected a signal output problem with the Weir Water flow transmitter for Scrubber No. 1.
- Pennington WWTP
  - Made changes to the PLC logic and the SCADA and installed control relays in order to display the status of the sludge valves on the disc filters.
  - Corrected the status feedback wiring for the Operations Building Sump Pump.
- Meter Stations
  - Configured and programmed three additional Meter Station PLCs to be deployed at the remaining flow meter sites.

Mr. Doelling reported that staff performed a test and successfully restored a server from the backup files. The server backup files are stored off-site.

Mr. Doelling reported that the method of transmitting the flow data has been moved a more secure internet communication channel.

An additional discussion took place about the collection of flow data.

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

### **Information Technology**

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

- Four UPS devices at the River Road WWTP were tested and found to be within operating specifications.
- One UPS on the Hopewell Network failed during a generator load test. A replacement was ordered the same day and will be installed upon delivery.
- Three server backups, server13, svr12, and SDNRR were tested for their ability to be restored.

**KnowBe4/Cyber-Security Training:** The password construction training issued on October 14, 2020, and the annual security awareness training issued on December 1, 2020, remain at 97% complete, one (1) Board member is remaining. Additional refresher training is being assigned as needed. The next annual training will begin in September 2021.

**Verizon Machine-to-Machine Network:** Staff transitioned to collecting official flow data via the M2M network for the North Ridge and Princeton Forrestal Connector meter stations from April 30 through May 3, 2021. The remaining modems, for Metering Stations 6, 7, and Princeton Farms, have arrived and staff is working with the Instrumentation Department to place these meters online. Currently, some of the hardware needed to complete the installation is on backorder, but work will resume once delivered.

**RRWWTP Operation Building Structured Cabling Project:** TeleQuest Inc. has corrected all open punch list items including the termination and testing of all fiber connections. As-Built drawings were provided. The cabling project is complete. Staff anticipates being able to close out the project at next month's Board meeting.

**Help Desk:** IT received 45 help desk tickets this reporting period.

- 4 tickets are projects related and were placed on hold.
- 27 tickets have been resolved.
- All remaining tickets are rated as low priority and will be addressed as time permits.

**594.12 Finance**

Payment of Bills and Claims

Mr. Goldfarb moved for approval Resolution 2021-048 for the payment of bills and claims in the amount of \$984,922.77 with two signatures instead of three. The motion was seconded by Mr. Vilaro-Munet and passed by a roll call vote of 6 to 0. Resolution 2021-048 follows.

**Resolution Regarding Payment of Bills and Claims**

**Resolution No. 2021-048**

**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 \$984,922.77 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 2021 fiscal year, ending May 31, 2021, was \$863,902. The Authority has total cash and investments of \$16,300,078. The current construction project balance is \$2,848,285. There are sufficient funds for these projects. The outstanding bond principal balance is unchanged at \$18,282,657.

Monthly Sludge Business Analysis

Mr. Chong reported the net income figure for May is \$137,095 and the cumulative fiscal year to date net income is \$716,404.

Mr. Goldfarb reported that a Finance Committee meeting took place during the reporting period to review the draft audit for the fiscal year-end 2021. The audit is currently under review and will be distributed once it is finalized.

Staff recommended approval of Resolution 2021-049, Authorizing Award of a “No Political Contributions Allowed” Contracts 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 service these vendors provide is listed on the last page of the resolution.

Resolution 2021-049 was moved by Mr. Goldfarb, seconded by Mr. Morehouse, and passed by a roll call vote of 6 to 0. Resolution 2021-049 follows.

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

**Resolution No. 2021-049**

**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>
Szul's Landscapes, Inc.	Lawn Service
Titan Mechanical Service, LLC	HVAC Service

Mr. Chong reported that a copy of the 2022 Budget Schedule was included in the Finance Report.

**594.13 Personnel Report**

Ms. Pchola reported there was no change from the last reporting period.

**594.14 Correspondence**

For information only.

**594.15 Old Business**

Nothing to report.

**594.16 New Business**

Nothing to report.

**594.17 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 7:46 p.m.

**584.18 Executive Session**

Dr. Downey asked for a motion on Resolution 2021-051, Authorizing Closed Session Pursuant to the Open Public Meetings Act to Discuss Issues Regarding Attorney/Client Privilege with Regards to Issues Related to the EPA Term Sheet. The Board entered into Executive Session at 7:47 p.m. on a motion by Mr. Morehouse, seconded by Mr. Vilaro-Munet, and passed by a roll call vote of 6 to 0. Resolution 2021-051 follows.

**Resolution Authorizing Closed Session Pursuant to the Open Public Meetings Act to Discuss Issues Regarding Attorney/Client Privilege with Regard to Issues Related to the EPA Term Sheet**

**Resolution No. 2021-051**

**BE IT RESOLVED** by the Stony Brook Regional Sewerage Authority (“Authority”) on this 28<sup>nd</sup> day of June 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 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			

**584.19 Report of Executive Session**

A discussion took place regarding issues related to the EPA Term Sheet.

**Return to Public Session**

The Board returned to Public Session at 8:02 p.m.

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

There was nothing to report.

**594.19 Adjournment**

As there was no further business to come before the Board, the meeting was adjourned at 8:03 p.m. on a motion by Mr. Morehouse, seconded by Mr. Vilaro-Munet and passed by unanimous vote.

Respectfully Submitted,

Antonia Pchola  
Secretary

Recorded and Written by  
Angela Christiano  
July 9, 2021