

Minutes of Meeting #597, September 27, 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, Kunert, Pchola, Pizarro

PUBLIC PRESENT: McConaughy

### **597.01**

Chairman Downey opened the regularly scheduled meeting at 7:00 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.

### **597.02 Approval of Minutes**

The minutes from the August 23, 2021, were approved as presented on motion by Mr. Vilaro-Munet, seconded by Mr. Patel, and passed by a roll call vote of 5 to 0, with Mr. Goldfarb opposed.

### **597.03 Board Related Activities**

Ms. Pchola stated that there is no consultant contract to be awarded.

### **597.04 Planning and Administration**

Ms. Pchola reported that the most current 12-month average daily flow at the River Road WWTP is 10,075,536 gpd with 1,021,284 gpd of inoperative flow, leaving an available capacity of 1,963,180 gpd. The current 12-month average daily flow at the Hopewell WWTP is 275,020 gpd with 0 gpd of inoperative flow, leaving an available capacity of 24,980 gpd. The current 12-month average daily flow at the Pennington WWTP is 290,541 gpd with 25,445 gpd of inoperative flow, leaving an available capacity of 129,014 gpd.

Ms. Pchola reported that W. G. Malden performed the monthly meter certifications on September 14, 2021.

Ms. Pchola reported that on August 22, 2021, at Meter Station No. 6, between the hours of 7:00 a.m. and 8:15 a.m., the flow meter became submerged due to high flows. The flow data was recalculated assuming the meter maximum for the submerged period, and the average daily flow for August 22, 2021, was adjusted to account for the recalculated flow period.

Ms. Pchola reported that on August 22, 2021, at the Princeton Forrestal Connector, due to high flows, the flow readings for August 23 and August 24, 2021, became erratic resulting in inaccurate reporting. The erratic jumps to maximum flow were removed from the average daily flow calculation. The average daily flow for August 23 and August 24, 2021, was adjusted to account for the recalculated flow period.

Ms. Pchola reported that on August 22, 2021, between the hours of approximately 7:30 a.m. and 3:34 p.m., the Pennington Influent flow meter became submerged due to high flows, resulting in wildly fluctuating and inaccurate reporting. The flow was recalculated, assuming the meter maximum for the submerged period. The average daily flow for August 22, 2021, was adjusted to account for recalculated flow period.

Ms. Pchola reported that on August 22, 2021, between 7:00 a.m. and 7:30 p.m. the Hopewell Influent flow meter became submerged due to high flows, resulting in wildly fluctuating and inaccurate reporting. The flow was recalculated assuming the meter maximum for the submerged period. The average daily flow for August 22, 2021, was adjusted to account for the recalculated flow period.

Ms. Pchola reported that the Summary of the Meter Summation vs. River Road WWTP Influent Meter indicated a difference of 6.22 %, with the River Road WWTP Influent Meter reading higher.

A discussion took place regarding the flow meter data.

### **597.05 Approval Requests and Actions**

Mr. Doelling reported there is one (1) TWA application for approval. The application is for 400 Steps, LLC to construct sanitary sewer service to 144 apartment units and wastewater from an existing building on an adjoining property in West Windsor Township. The proposed construction includes 144 units on lot 19, connecting 4,224 gpd of repurposed space from building E-1 on lot 20.02, and reconnecting but rerouting 2,859 gpd of existing flow from building E-1 to the Lot 19.02 site.

The projected rate of additional new flow to River Road WWTP for this project is 29,191 gpd.

The project has received Planning Board and the Township Engineer approval.

Staff recommended approval of Resolution 2021-079, Authorizing Endorsement of Application for Treatment Works Approval Statement of Consent for Sanitary Sewer Improvements for 400 Steps; Block 5, Lots 19 and 20.02; West Windsor Township, Mercer County.

Resolution 2021-079 was moved by Mr. Morehouse, seconded by Mr. Vilaro-Munet, and passed by a roll call vote of 6 to 0. Resolution 2021-079 follows.

**Resolution Authorizing Endorsement of Application for Treatment Works Approval  
Statement of Consent for Sanitary Sewer Improvements for 400 Steps; Block 5,  
Lots 19 and 20.02; West Windsor Township, Mercer County**

**Resolution No. 2021-079**

**WHEREAS**, an application for Treatment Works Approval has been submitted to Stony Brook Regional Sewerage Authority (SBRSA) by ACT Engineers on behalf of 400 Steps LLC for construction of sanitary sewer service to 144 apartment units and wastewater from an existing building on an adjoining property; and

**WHEREAS**, 400 Steps LLC proposes constructing 144 residential units (Lot 19) and for repurposing of 13,655 square feet of space in the lower level of Building E-1 in the Ellsworth Center (Lot 20), which are estimated to generate an additional 29,191 gallons per day (gpd) of wastewater flow upon construction and occupation of the project; and

**WHEREAS**, the project additionally proposes reconnecting, but rerouting to the Lot 19.02 site, 2,859 gpd of existing flow from building E-1.

**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 29,191 gpd; and

**WHEREAS**, this project was approved by the Township Council of the Township of West Windsor at its August 9, 2021, meeting (Resolution 2021-R139); and

**WHEREAS**, this project has been endorsed by the Township Engineer, dated August 9, 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 29,191 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 West Windsor Township will be requesting a site-specific Water Quality Management Plan (WQMP) amendment to the Stony Brook Regional Sewer Authority Sewer Service Area within West Windsor Township to include the Conover Fields. The Township is proposing the construction of soccer fields, a comfort station, and restrooms. The lot is currently an open field. The maximum flow is anticipated to be 3,720 gpd.

A discussion took place regarding the correspondence to Mercer County relating to the Brick Farm Tavern inquiry to connect to the Hopewell WWTP due to their failing septic system.

Mr. Doelling reported that staff received an update from the Borough of Hopewell regarding their continued efforts to reduce Infiltration and Inflow (I/I). This update will be included as part of next month’s Capacity Assurance Report submittal to NJDEP.

Mr. Doelling reported the inoperable flow for the Municipality of Princeton has been updated to include the projected sewer flow rate of 5,700 gpd for Princeton Community Village. The inoperable flow for West Windsor Township has been updated to include the sewer flow rate of 11,559 gpd for a Wawa Food Market, a Fueling Station, and a hotel.

**597.06 Regulatory Report**

A discussion took place regarding the Incinerator emergency bypass event due to the Fly Ash Slurry Pump malfunction.

The Board requested information regarding the preventative maintenance relating to the Fly Ash Slurry Pump and the cause for the malfunction.

Mr. Morehouse suggested that staff install monitoring and historical trending of Fly Ash Slurry Pump motor current and/or other applicable parameters.

There were no other 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 July 2021 were submitted with no violations reported.

The August 2021 DMRs are currently being prepared.

Characterization Reports (SWDWCR) were submitted. The results were within the expected ranges for these facilities.

On September 1, 2021, we experienced high flows from tropical storm Ida through the River Road facility (34.62 mgd). The permit limit for daily maximum loading for chlorine residual is 1.38 kg/day. Due to the high flows on this day, the calculated loading was 2.18 kg/day resulting in a potential permit violation. Staff submitted an affirmative defense to NJDEP on September 20, 2021.

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

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

The July 2021 RDMRs are currently being reviewed.

The semi-annual Residuals Discharge Monitoring Reports for Hopewell and Pennington were submitted. The results were within the expected ranges for these facilities.

### **Air Reporting**

An affirmative defense was submitted to NJDEP on September 13, 2021, due to an Emergency Bypass event caused by a Fly Ash Slurry Pump malfunction on August 28, 2021. During this event, the Emergency Bypass was open for 5 minutes and is the second event of 2021. The Emergency Bypass had been opened for a total of 16 minutes during 2021. The report of this event will additionally be included in the 3rd quarter 2021 Bypass Use Report submitted to NJDEP.

### **597.07 Safety**

Ms. Pchola reported that the 2021 Annual Inspection Priority 1 and Priority 2 tracking lists are provided in the report.

Ms. Pchola reported that as of today, 69% of the employees received the COVID-19 vaccination.

The Board requested that staff provide additional information for COVID testing, updated guidelines, if any, and a revised COVID plan for Board approval.

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 September 16, 2021, Stony Brook Regional Sewerage Authority has gone 277 days without a “Lost Time” accident.

### **Kleinfelder 2021 Annual Inspection**

Staff has received and provided to the Board the final 2021 Annual Report and has summarized the findings in the revised Priority 1 and Priority 2 tracking lists.

### **Air Quality Testing**

Staff has re-solicited two quotes for ductwork cleaning using the new quote solicitation forms. Responses are expected by September 29, 2021. The revised quotation form requires the completion of this cleaning work by November 2021.

### **Training**

On September 17, 2021, power industrial machine training was provided to one (1) employee via zoom that was conducted by the Department of Labor. The employee needed the training to qualify for the practical portion which is scheduled for September 30, 2021.

### **Miscellaneous**

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

On August 18, 2021, our insurance provider, CNA, was on-site to conduct an organizational risk management practice review. Provided in the report is the assessment letter. There were no recommendations made.

On August 30 and 31, 2021, Konecranes conducted the annual hoist inspection at the River Road WWTP and three (3) pump stations. Staff is waiting for the report.

On September 18, 2021, Pave Patrol repaired two (2) catch basins at the River Road WWTP.

### **597.08 Litigation**

Ms. Alexander reported NJDEP issued a pre-draft Surface Water Permit Renewal on September 9, 2021, for the River Road WWTP, and comments were submitted on September 21, 2021. On September 27, 2021, the draft permit was received. The draft permit includes Nitrate and

chlorination byproducts effluent limitations that are being contested, chronic whole effluent toxicity (CWET) and Cyanide sampling, as well as minor miscellaneous conditions.

Ms. Alexander reported that the air permitting issues will be discussed in more detail during the Closed Session.

There was a technical meeting held on September 7, 2021, to discuss mercury sampling. Thereafter, there was a conference phone call with just the attorneys on September 27, 2021. The next meeting with USEPA, NJDEP, USDOJ, and Stony Brook will be in late October.

### **597.09 Operations Report**

Mr. Kunert reported on the impact of damage to the Pennington WWTP from Tropical Storm Ida.

Ms. Pchola directed the Board to a detailed list of the preliminary damage assessment and estimated costs related to Tropical Storm Ida in the Finance Report.

The Board requested staff to consult with Kleinfelder to assess whether any changes could be made to the facilities to prevent similar damages from future flash flooding.

The Board members thanked the staff for their hard work and tremendous efforts, getting to the facilities in such dangerous conditions, for their immediate clean-up of the facilities, and their long hours necessary to return the facilities back to a reasonable state of operation quickly after Tropical Storm Ida.

Ms. Pchola also acknowledged appreciation to the staff, via memos, for their efforts during Tropical Storm Ida. The Board requested that the memos be provided in the October Board report.

Mr. Kunert reported that in the week following the storm, he was in daily contact with our NJDEP Case Manager, Mr. Meyler until the Pennington WWTP UV system was up and running.

Mr. Kunert reported that a Hotline Call was made to NJDEP the night of the storm. Staff sent an affirmative defense letter to NJDEP. Mr. Meyler visited the Pennington WWTP facility on Wednesday, September 8, 2021, and confirmed that we could use sodium hypochlorite and sodium bisulfite for chlorination and de-chlorination. Our E coli samples came back within normal ranges.

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 except during the significant rain event due to Tropical Storm Ida.

On September 1, 2021, Tropical Storm Ida brought a significant amount of rain to our area in a short period of time. The Influent flow at the River Road Treatment Plant went from 16 MGD at 20:00 hours to approximately 50 MGD at 22:00 hours. This flow surge inundated our two mechanical bar screens, which caused the water level in our headworks building to rise above floor level. The by-pass channel was opened to lower the water level within the building, and the plant blending line was opened at 21:53 hours to protect our biological processes. The New Jersey American Water Treatment Plant was notified after the plant blending line was opened to apprise them of the situation. The plant blending line was closed at 16:29 hours the following day, September 2, 2021. The total flow diverted through the plant blending line to our chlorine contact tanks was approximately 8.7 million gallons. The NJDEP was notified via Hotline Call to inform them of the situation and was called again after the plant blending line was closed. On September 8, 2021, an affirmative defense was submitted to the NJDEP regarding the use of our plant blending line.

### **Upstream Facilities**

Both Upstream Facilities operated well during this reporting period except during the significant rain event due to Tropical Storm Ida.

On September 1, 2021, Tropical Storm Ida caused severe flooding in the Hopewell Township area. At our Hopewell Treatment Plant, it was necessary to by-pass the dual media filters and partially by-pass the primary clarifiers. At approximately 20:00 hours, staff could not access the Hopewell Facility due to severe flooding at the Beden Brook Bridge and flooding across Aunt Molly Road coming from Route 518. The plant had to be monitored via SCADA for several hours. This facility handled the high flows without incident.

Tropical Storm Ida had a devastating effect on the Pennington Treatment Plant. This facility was handling the high flow very well until approximately 22:00 hours on September 1, 2021, at which time the floodwaters began to approach the Operations Building. Within the following two hours, the water level rose approximately two feet around the entire building. The water level in the lab room, maintenance shop, file room, and boiler room was approximately two (2) feet deep. The disc filter/UV room took on 6 feet of water. The water flowing beneath the doorways into the MCC room flowed down the stairwell, filling both lower levels to the top step, which is approximately a 30-foot depth. The Influent pumps are located at the lowest level. The motors for these pumps are located on the middle level, along with our sludge return pumps/motors and wash water pumps/motors.

The influent pumps shutdown when the motors became submerged. A call was made to the Superintendent of Pennington Public Works Department, Rick Smith. Rick was made aware of the situation at the Pennington Plant so things could be addressed within Pennington Borough, i.e., checking the status of the water system and checking to see if any manholes were overflowing which may require barriers. He was also asked to inform the police department to make them aware and ask for assistance if needed. The NJDEP Hotline was called to inform them of our situation.

We began pumping out the pump room at approximately 06:30 hours the following morning with submersible pumps that we had on-site. Calls were made to pump companies, which rent diesel pumps, but they were inundated and could not readily provide a diesel pump. The Mercer County Office of Emergency Management was called, who told us that they could not provide us with any assistance. Two more pumps were brought to Pennington from the River Road Facility, giving us four 2-inch pumps, which was able to bring down the water level at a good rate.

Travis Electric was contacted for electrical assistance on the morning of September 2, 2021. They sent out the electrician who did most of the electrical work during the Pennington Upgrade and Expansion Project. The electrician arrived at approximately 13:00 hours. The middle level was accessible by the time the electrician arrived. The electrician worked with our maintenance and instrumentation personnel to remove water from the electrical equipment and motors. The influent and sludge return pumps were put back into operation at 17:20 hours on September 2, 2021. We were successfully treating wastewater biologically; however, our disc filters and UV system were still out of service.

NJDEP contacted staff on September 7, 2021, to ask about our current operational status. The following day on September 8, 2021, Mr. Kunert called our NJDEP case manager to give him details of our status. During the conversation, we asked for permission to chlorinate and dechlorinate until our UV systems were operational. The case manager said that he would discuss it with his superiors and let me know. He came out to the Pennington Facility that same afternoon at approximately 13:45 hours. The case manager was taken around the site which gave him a better understanding of our current situation. He said that his superiors gave us permission to chlorinate and dechlorinate until the UV units were repaired. We were chlorinating and dechlorinating by 13:30 hours on September 8, 2021. An E coli sample was taken on the following two days and sent to an outside lab for analysis. The results of the analyses were <1, and 1, with our permit limit being 126 colonies/100 ml. We were in contact with our NJDEP case manager every day, including Saturday and Sunday, which ended after it was reported that our UV units were repaired and functioning.

The disc filters were put back into operation on September 7, 2021. A representative for the manufacture of the UV systems was contacted. We asked that a technician be sent to our Pennington site as soon as possible to assist staff with repairing the UV units that were submerged under 6-feet of water. They indicated that the earliest a technician could come to the site was Monday, September 13, 2021. All parts needed to rebuild the units were ordered and arrived on Friday September 10, 2021. Both UV units were back in operation on Tuesday, September 14, 2021. The first UV unit (UV Unit A) was back in service at 10:30 hours. We stopped chlorinating and de-chlorinating at 10:45 hours. The second UV unit (UV Unit B) was operational at 14:45 hours. Many of our maintenance team received valuable training from the technician while the units were being disassembled and reassembled.

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

## **Odor Report**

Staff received four (4) odor complaints during August 2021. There was one (1) odor complaint during the partial month of the September 2021 reporting period. Staff will report the final September number in the October report.

## **Customer Sludge Deliveries**

The reported quantity of liquid sludge was 6% below the budgeted amount, sludge cake was 5% above the budgeted amount, and gray water was 23% below the budgeted amount for August 2021.

## **597.10 Maintenance**

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

During the Kleinfelder Inspection, it was reported that the bolts holding the ladder to the wall at the Princeton Forrestal Meter Station had become severely deteriorated beyond repair and in need of replacement. On August 24, 2021, new brackets made of stainless steel were fabricated in-house and installed with new stainless-steel hardware resecuring the ladder to the wall on August 25, 2021.

On August 31, 2021, Sludge Transfer Pump No. 4 was removed from service due to poor performance. Upon troubleshooting, it was found that the rotor and stator were worn out and in need of replacing. During disassembly, it was also found that the gear joint connecting the rotor to the rest of the drivetrain was worn out and replaced. The new rotor and stator were installed on September 1, 2021, after the reassembly of the pump was tested and placed into service.

In the aftermath of Hurricane Ida and the flooding at the Pennington Plant on September 1, 2021, mechanics have been inspecting, greasing, and repairing equipment that had been affected.

On September 14, 2021, Evoqua was on-site to repair and provide training to the Maintenance personnel on how to rebuild the UV Systems located at the Pennington Plant. Repair of the units were required due to the flooding from the remnants of Hurricane Ida. The UV systems were submerged and no longer functional as a result of the UV/Filter Building being flooded. Both units were repaired on September 14, 2021, and placed back under normal operation (one unit on-line).

Provided in the report were photos of the damage caused by Hurricane Ida at the Pennington Plant and the entrance to the River Road WWTP.

Provided in the report were several graphs that monitor our monthly progress. The current monthly open work requests stand at twenty-seven (27). On the Preventive Maintenance graph,

we average three (3) days overdue, and the number of overdue units is approximately eleven (11).

### **597.11 Construction Report**

Mr. Doelling reported the River Road WWTP Phosphorous Impact Modeling Study has been delayed due to the recent series of rainfall events and that we have not experienced the hot weather/low flow conditions required low flow stream sampling. Kleinfelder is prepared to sample as early as next week should flow conditions change. Preferably, sampling should occur before October 15, 2021.

Mr. Doelling reported that staff received the NJDEP draft permit for the River Road Wastewater Treatment Plant today. Staff will be reviewing the draft permit.

Mr. Doelling provided the results of the 2021 odor study with a comparison of data from the last several years. Also provided was a summary of the results of the hydrogen sulfide (H<sub>2</sub>S) readings using SBRSA's Jerome H<sub>2</sub>S Analyzer.

Mr. Doelling reported on a request for quotations to replace the activated carbon in the CD100 odor scrubber for the Sludge Cake Building. Staff received only one quote. The quote from Activated Carbon Corporation was received on August 17, 2021, for a lump sum price of \$21,600. Staff anticipates awarding this contract following approval of Resolution 2021-073 for the Pay to Play provision for non-professional service vendors included in the Finance report.

Mr. Doelling reported the staff will be topping off biofilters this month.

Mr. Doelling reported on Contract 19-2 River Road WWTP UV Disinfection and Filtration Project. Allied Construction continues installing rebar and forms for the UV Building foundation. Concrete was placed for the UV Building foundation walls within the Chlorine Contact Tanks. Excavation for the Disc Filter Building and a soldier pile wall installation have begun, including demolishing existing abandoned utilities. Several photographs of the progress were included in the Construction report.

The Contractor continues to submit shop drawings and requests for information (RFI's). To date, 152 shop drawings and 43 RFI's have been submitted.

Mr. Doelling reported on Contract 21-1 Regenerative Thermal Oxidizer Valve Replacement Project; the projected delivery date for the RTO RL-valve remains on schedule for the week of October 4, 2021. The valve repair is expected to occur during the following week. The annual inspection of the WESP and RTO is scheduled for November 16 and November 17, 2021.

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

### **Design:**

**River Road Sludge Cake Storage Hopper Feed Screw Replacement Project:** Staff is developing a bidding schedule.

**Hopewell WWTP Upgrade:** Kleinfelder continues with the preliminary design phase of this project.

### **Process Control/SCADA**

Due to recovery efforts associated with Tropical Storm Ida, the monthly meter certifications were delayed. On September 14, 2021, W. G. Malden performed the meter certifications.

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

- Replaced the inverter unit and control module on instrument air compressor No. 2
- Repaired and replaced the shorted rooftop circuit for lighting and receptacles
- Cleaned instrumentation storage room after flood damage
- Modified PLC logic to ensure only one grit lift cycle can run at a given time
- Modified PLC logic for ash handling system to allow the end run purge cycle to complete
- Replaced the 24 VDC power supply for the PEPCON automation system
- Replaced incinerator scrubber No. 1 pH probe due to excessive calibration drift

#### Hopewell WWTP

- Calibrated wet well level isolator
- Calibrated Influent Pump No. 4 speed isolator
- Calibrated influent flow isolator

#### Pennington WWTP

- Restored plant communication and automation systems after flood damage
- Worked with the electrician to inspect flooded equipment and drain water from circuits
- Set up a temporary power supply for the WatchGuard unit
- Replaced the influent flow meter

#### Millstone PS

- Replaced faulty isolator for the influent flow signal
- Replaced speed command signal isolator for pump No. 3 VFD
- Replaced the 24 VDC power supply in PLC cabinet

#### Meter Station No.7

- Installed new cellular M2M modem and PLC

### **INFORMATION TECHNOLOGY**

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

- Three server backups (ws-rt-lt, trace-cem and svr12) were checked for corruption and readability. We have confirmed that the data is stable and recoverable.
- An additional wireless access point (WAP) was ordered and has arrived. This WAP is scheduled to be installed on the Odor Control Building’s northwest corner, providing coverage to the top side of the plant.
- iFix SCADA terminals have all been updated to the latest version, from 6.1 to 6.5. With this update, new features became available to include a “Secure Mode” which now uses domain user authentication.
- IT performed a point-to-point Wi-Fi test on the River Road plant site with promising results. We plan to use this type of communication between the River Road plant and Princeton Pump station.
- Water damage from the storm took out a power adapter for the firewall at the Pennington plant, and it has since been replaced.

**KnowBe4/Cyber-Security Training:** The password construction training issued on October 14, 2020, and the annual security awareness training issued December 1, 2020, remain at 97% complete with 1 Board member is remaining.

**Verizon Machine-to-Machine Network:** Meter Station 7 is now configured with the new M2M network. IT plans to accelerate the installation schedule due to cost increases on the old copper circuit.

**RRWWTP Operation Building Structured Cabling Project:** TCI has sent over all paperwork for final payment, which is being held until a fiber termination issue is corrected.

A discussion took place regarding the odor study.

Dr. Downey asked Ms. Pchola to send an email inviting the party that has filed several recent odor complaints to the Authority to tour the facility and discuss the odor complaints.

Dr. Downey reported that next year’s odor study will include day and evening sampling at the site where the odor is being reported.

## **597.12 Finance**

### **Payment of Bills and Claims**

Mr. Goldfarb moved for approval Resolution 2021-069 for the payment of bills and claims in the amount of \$1,344,021.51 with two signatures instead of three. The motion was seconded by Mr. Morehouse and passed by a roll call vote of 6 to 0. Resolution 2021-069 follows.

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

**Resolution No. 2021-069**

**WHEREAS**, the Stony Brook Regional Sewerage Authority received certain claims against it by way of voucher; and

**WHEREAS**, the staff and Authority members have reviewed said claims.

**NOW, THEREFORE, BE IT RESOLVED** by Stony Brook Regional Sewerage Authority that these claims in the total amount of \$1,344,021.51 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 August 31, 2021, was \$1,329,784. The Authority has total cash and investments of \$17,210,514. The current construction project balance is \$1,305,636. There are sufficient funds for these projects. The outstanding bond principal balance is unchanged at \$17,804,160.

Monthly Sludge Business Analysis

Mr. Chong reported the net income figure for August is \$130,397, and the cumulative fiscal year-to-date net income is \$1,152,870.

Staff recommended approval of 2021-070, Adoption of the 2022 Authority Budget. The budget was first proposed to the Board on August 23, 2021. On September 8, 2021, the Department of Community Affairs approved the Authority’s 2022 Budget.

Resolution 2021-070 was moved by Mr. Goldfarb and seconded by Ms. Switlik.

A discussion took place regarding the small percentage increase to participants for 2022 and the effect of the NJDEP fine.

Resolution 2021-070 was passed by a roll call vote of 6 to 0. Resolution 2021-070 follows.

**2022 ADOPTED BUDGET RESOLUTION  
Stony Brook Regional Sewerage Authority  
Resolution #2021-070**

**FISCAL YEAR: 2022 FROM:** December 1, 2021 **TO:** November 30, 2022

WHEREAS, the Annual Budget and Capital Budget/Program for the Stony Brook Regional Sewerage Authority (the “Authority”) for the fiscal year beginning December 1, 2021 and ending November 30, 2022 has been presented for adoption before the governing body of the Authority at its open public meeting of September 27, 2021; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$16,809,815, Total Appropriations, including any Accumulated Deficit, if any, of \$17,259,815 and Total Unrestricted Net Position utilized of \$450,000; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$21,228,000 and Total Unrestricted Net Position planned to be utilized of \$1,733,000; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Stony Brook Regional Sewerage Authority, at an open public meeting held on September 27, 2021, that the Annual Budget and Capital Budget/Program of the Authority for the fiscal year beginning December 1, 2021 and ending November 30, 2022 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			
Pamela Switlik	X			
Miquel Vilaro-Munet	X			

Staff recommended Resolution 2021-071, Authorizing Award of Contract for Schwing Pump Parts. The Authority advertised a competitive bidding contract on August 27, 2021, for the original equipment manufacturer proprietary replacement parts. Schwing Bioset was the only responsive bid received.

Resolution 2021-071 was moved by Mr. Goldfarb, seconded by Ms. Switlik.

Dr. Downey stated that the provided parts list was not the amount the Authority will be spending for parts.

Resolution 2021-071 was passed by a roll call vote of 6 to 0. Resolution 2021-071 follows.

**Resolution Authorizing Award of Contract for Schwing Pump Parts**

**Resolution No. 2021-071**

**WHEREAS**, Stony Brook Regional Sewerage Authority (the Authority”) on August 23, 2021 had specified Schwing Pumps parts as original equipment manufacturer proprietary replacement parts; and

**WHEREAS**, the Authority duly advertised, according to law, for bids for Schwing Pump replacement pump parts on August 27, 2021; and

**WHEREAS**, the Authority received one responsive bid; and

**WHEREAS**, the sole bid was received from Schwing Bioset, located at 350 SMC Drive, Somerset, WI 54025, for the supply of the replacement pump parts specified in the bid specifications, in the manner provided by law; and

**WHEREAS**, the Authority desires to award a twelve (12)-month contract starting October 1, 2021 to Schwing Bioset for the purchase of Schwing Pump replacement parts; and

**WHEREAS**, the Finance Director has certified funds are available in the 2021 and 2022 Budget Spare Parts line account 5000-4525.

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

1. Pursuant to the provisions of N.J.S.A. 40A:11-5(3), the Authority hereby finds that a reasonable effort has been made to first determine that the same or equivalent materials or supplies 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 Schwing Bioset.
2. Stony Brook Regional Sewerage Authority hereby awards a contract for \$433,856.91 to Schwing Bioset for the purchase of replacement pump parts. The contract does not require the purchase of the listed parts; it only guarantees the price for the parts that the Authority may need to purchase. The Executive Director is hereby authorized to execute a twelve (12)-month contract for the procurement of Schwing pump replacement parts.
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			

Staff recommended Resolution 2021-072, Appointing a Temporary Purchasing Agent. The Department of Community Affairs in a letter dated August 12, 2021, approved Ms. Lisa Walker to be appointed as the Authority's temporary purchasing agent for a second year from October 2, 2021, to October 1, 2022.

Resolution 2021-072 was moved by Mr. Goldfarb and seconded by Mr. Patel.

Mr. Chong stated that Ms. Walker will have completed all other requirements to be appointed as the QPA for SBRSA by October 2022.

Resolution 2021-072 and passed by roll call vote of 6 to 0. Resolution 2021-072 follows.

### **Resolution Appointing Temporary Purchasing Agent**

#### **Resolution No. 2021-072**

**WHEREAS**, the position of the appointed Qualified Purchasing Agent (QPA) for Stony Brook Regional Sewerage Authority (the "Authority") was vacated on October 2, 2020; and

**WHEREAS**, it is in the best interest of the Authority to have a QPA; and

**WHEREAS**, N.J.S.A 40A:11-9g and N.J.A.C. 5:34-5.5 et seq., states if the person appointed as the Qualified Purchasing Agent for a contracting unit no longer performs such duties, the governing body or chief executive officer, as appropriate to the form of government, may appoint, for a period not to exceed one year commencing from the date of vacancy, a person who does not possess a qualified purchasing agent certificate to serve as a temporary purchasing agent. Any person so appointed may, with the approval of the director, be appointed as a temporary purchasing agent for a maximum of one additional year following the end of the first temporary appointment. No contracting unit shall employ a temporary purchasing agent for more than two consecutive years; and

**WHEREAS**, Lisa Walker, Staff Accountant, was appointed as the temporary purchasing agent for one year effective October 2, 2020 by Resolution 2020-067, and

**WHEREAS**, Lisa has completed all four of the required purchasing courses offered by Rutgers Division of Continuing Studies Center for Government Services and has signed up to take the New Jersey Qualified Purchasing Agent examination on December 15, 2021; and

**NOW, THEREFORE, BE IT RESOLVED**, that the governing body of the Authority appoints Lisa Walker as the temporary purchasing agent for a second year, to exercise the duties of a purchasing agent pursuant to N.J.S.A. 40A:11-9a, to be assigned the authority, responsibility, and accountability of the purchasing activity of the 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			

Staff recommended Resolution 2021-073, 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 \$17,500.00 limit from vendor(s) listed in the resolution. All appropriate documents have been obtained from these vendors.

Resolution 2021-073 was moved by Mr. Goldfarb and seconded by Ms. Switlik.

A discussion took place regarding the vendor of the Deferred Compensation Plan.

Resolution 2021-073 was passed by a roll call vote of 6 to 0.

Mr. Chong reported that on Sep 8, 2021, Standard & Poor’s downgraded South Brunswick’s credit rating to AA- which caused the Authority’s credit rating to be downgraded to AA- as well.

A discussion took place regarding SBRSA credit rating downgrade.

Mr. Chong reported that on September 22, 2021, staff met with the insurance adjuster from CNA at the Pennington WWTP. The damage assessment list was provided to the adjuster.

Mr. Chong reported that the insurance claim will be for the replacement cost. Any remaining unreimbursed balance will be submitted to the New Jersey Office of Emergency Management (NJOEM). It is unclear the amount NJOEM will reimburse.

On September 23, 2021, staff sent a Request for Public Assistance (RPA) to NJOEM.

Mr. Kunert stated that staff is in the process of purchasing new motors and items on the damage assessment list.

### **597.13 Personnel Report**

Ms. Pchola reported a title change for Mr. Delgado from Lead Environmental Technician to Senior Environmental Technician.

### **597.14 Correspondence**

For information only.

### **597.15 Old Business**

Nothing to report.

### **597.16 New Business**

Staff recommended approval of Resolution 2021-075, Authorizing Award of Contract Extension for Supply and Delivery of Polymer". The extension is a second one-year extension to an existing contract. The Assistant Plant Manager has certified that the service provided by SNF Polydyne is reliable and the price increase is reasonable, with other terms and conditions remaining substantially the same.

Resolution 2021-075 was moved by Mr. Goldfarb, seconded by Mr. Vilaro-Munet, and passed by a toll call vote of 6 to 0. Resolution 2021-075 follows.

#### **Resolution Authorizing the Award of a Contract Extension for the Supply and Delivery of Organic Polyelectrolyte (Polymer)**

#### **Resolution No. 2021-075**

**WHEREAS**, the Stony Brook Regional Sewerage Authority awarded a two (2) year contract for the supply and delivery of organic polyelectrolyte (polymer) to SNF Polydyne (Polydyne) by Resolution 2018-80 dated November 12, 2018 with a cost of \$1.35 per pound in the first year and \$1.41 per pound in the second year with a contract end date of February 28, 2021; and

**WHEREAS**, the Assistant Plant Manager recommend the extension of the contract for one-year by Resolution 2020-59 dated August 24, 2020 with a cost of \$1.41 per pound with an extended contract end date to February 28, 2022 with all other terms and conditions to remain the same, due to the high quality of work and reasonable pricing; and

**WHEREAS**, the Assistant Plant Manager has recommended that the contract for the supply and delivery of polymer awarded to Polydyne be extended for an additional (1) one-year contract term with an increase in price of \$0.09 per pound for a total of \$1.50 per pound with all

other terms and conditions to remain the same, due to the high quality of work and reasonable pricing; and

**WHEREAS**, Polydyne has provided a letter dated August 26, 2021, with the delivered price of \$1.50 per pound; and

**WHEREAS**, the provisions of NJSA 40A:11-15 of the Local Public Contracts Law allow the extension of a contract for an additional year upon a finding by the Governing Body that the services were performed in an effective and efficient manner, and that the terms and conditions of the contract remain substantially the same; and

**WHEREAS**, in accordance with the LPCL, this is the maximum term of the contract extension; and

**WHEREAS**, the Finance Director has certified funds are available in the 2022 Budget Polymer line account 3000-4520.

**NOW THEREFORE, BE IT RESOLVED** that the Stony Brook Regional Sewerage Authority hereby authorizes a one-year contract extension of the supply and delivery of polymer contract with SNF Polydyne by purchase order, in an amount of \$1.50 per pound with a contract end date of February 28, 2023.

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

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

Staff recommended approval of Resolution 2021-077, Authorizing the Award of a Two-Year Liquid Sludge Receiving Contract with South Monmouth Regional Sewerage Authority. The contract is a renewal.

Resolution 2021-077 was moved by Mr. Goldfarb, seconded by Mr. Vilaro-Munet, and passed by a roll call vote of 6 to 0. Resolution 2021-077 follows.

**Resolution Authorizing the Award of a  
Two-Year Liquid Sludge Receiving Contract with the  
SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY**

**Resolution No. 2021-077**

**WHEREAS**, the Stony Brook Regional Sewerage Authority (SBRSA) receives liquid sludge and sludge cake at its River Road Wastewater Treatment Plant; (RRWTP) by and through its liquid sludge depot and its sludge cake receiving facilities, respectively; and

**WHEREAS**, the South Monmouth Regional Sewerage Authority, located at 1235 18th Avenue, Belmar, New Jersey, has a need to dispose of its liquid sludge; and

**WHEREAS**, the South Monmouth Regional Sewerage Authority has requested an Agreement with SBRSA for the disposal, excluding transportation, of liquid sludge; and

**WHEREAS**, SBRSA has reviewed this request and has determined that SBRSA is projected to have the capacity and ability to accept liquid sludge from the South Monmouth Regional Sewerage Authority for processing and incinerating at SBRSA's River Road Wastewater Treatment Plant; and

**WHEREAS**, the South Monmouth Regional Sewerage Authority agrees that liquid sludge will be accepted for disposal at a rate of \$52 per 1,000 gallons; and

**WHEREAS**, the term of this Agreement will be from January 1, 2022, to December 31, 2023; and

**WHEREAS**, the SBRSA is desirous of entering into an acceptable agreement for disposal of the South Monmouth Regional Sewerage Authority's liquid sludge; and

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

1. The Chairman is hereby authorized and directed to enter into a contract with the South Monmouth Regional Sewerage Authority as described herein.
2. This Resolution shall take effect immediately.

**BE IT FUTHER RESOLVED** that the Executive Director, staff, and consultants are authorized to take all appropriate measures to ensure that all appropriate documents, are provided by the South Monmouth Regional Sewerage 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			

Staff recommended approval of Resolution 2021-078, Authorizing the Award of a Two-Year Sludge Cake Receiving Contract with the Readington-Lebanon Sewerage Authority. The contract is a renewal.

Resolution 2021-078 was moved by Mr. Goldfarb, seconded by Mr. Vilaro-Munet, and passed by a roll call vote of 6 to 0. Resolution 2021-078 follows.

**Resolution Authorizing the Award of a  
Two-Year Sludge Cake Receiving Contract with the  
READINGTON-LEBANON SEWERAGE AUTHORITY**

**Resolution No. 2021-078**

**WHEREAS**, the Stony Brook Regional Sewerage Authority (SBRSA) receives liquid sludge and sludge cake at its River Road Wastewater Treatment Plant; (RRWTP) by and through its liquid sludge depot and its sludge cake receiving facilities, respectively; and

**WHEREAS**, the Readington-Lebanon Sewerage Authority, located at 1A Old Route 28, Whitehouse, New Jersey, has a need to dispose of its sludge cake; and

**WHEREAS**, the Readington-Lebanon Sewerage Authority has requested an Agreement with SBRSA for the disposal, excluding transportation, of sludge cake; and

**WHEREAS**, SBRSA has reviewed this request and has determined that SBRSA is projected to have the capacity and ability to accept sludge cake from the Readington-Lebanon Sewerage Authority for processing and incinerating at SBRSA's River Road Wastewater Treatment Plant; and

**WHEREAS**, the Readington-Lebanon Sewerage Authority agrees that sludge cake will be accepted for disposal at a rate of \$61 per cubic yard; and

**WHEREAS**, the term of this Agreement will be from November 1, 2021 to December 31, 2023; and

**WHEREAS**, the SBRSA is desirous of entering into an acceptable agreement for disposal of the Readington-Lebanon Sewerage Authority's sludge cake; and

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

3. The Chairman is hereby authorized and directed to enter into a contract with the Readington-Lebanon Sewerage Authority as described herein.
4. This Resolution shall take effect immediately.

**BE IT FUTHER RESOLVED** that the Executive Director, staff, and consultants are authorized to take all appropriate measures to ensure that all appropriate documents, are provided by the Readington-Lebanon Sewerage Authority.

Recorded Vote:                      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

A tour of the Pennington WWTP was scheduled for October 5, 2021, for three (3) Board members.

**597.17 Open to the Public**

Chairman Downey opened the public portion of the meeting.

Mr. McConaughy, the owner of the Brick Farm Tavern, expressed interest in information about connecting to the SBRSA sewer service area.

Dr. Downey summarized the history of the SBRSA’s member participant agreement.

Ms. Pchola will send correspondence to Mr. McConaughy related to the relevant agreements.

Hearing no other comments from the public, the public portion of the meeting was closed at approximately 9:13 p.m.

**584.18 Executive Session**

The Board entered into Executive Session at 9:14 p.m.

Dr. Downey asked for a motion on Resolution 2021-068, Authorizing Closed Session Pursuant to the Open Public Meetings Act to Discuss Issues Regarding Attorney/Client Privilege Communication and Issues Related to the EPA Term Sheet.

Resolution 2021-068 was moved by Mr. Patel, seconded by Mr. Vilaro-Munet, and passed by a roll call vote of 6 to 0. Resolution 2021-068 follows.

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

**Resolution No. 2021-068**

**BE IT RESOLVED** by the Stony Brook Regional Sewerage Authority (“Authority”) on this 27th day of September 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 Communication and 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. The Authority shall convene following the executive session to consider other matters on its regular meeting agenda.
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			

**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 9:38 p.m.

A discussion took place regarding issues related to the term sheet/consent decree.

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

There was nothing to report.

**597.21 Adjournment**

As there was no further business to come before the Board, the meeting was adjourned at 9:40 p.m. on a motion by Ms. Switlik, seconded by Mr. Vilaro-Munet, and passed by unanimous vote.

Respectfully Submitted,

Antonia Pchola  
Secretary

Recorded and Written by  
Angela Christiano  
October 12, 2021