

Minutes of Meeting No. 614, November 14, 2022 – Stony Brook Regional Sewerage Authority

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

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

MEMBERS ABSENT: Patel

CONSULTANTS: Alexander

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

614.01

Chairman Downey opened the regularly scheduled meeting at 6:34 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.

Public Hearing

The Public Hearing is to receive comments regarding the Authority's proposed Rate Schedule for receiving and treating outside liquid sludge, sludge cake, septage, gray water, and special waste in the fiscal year 2023 was declared open at 6:35 p.m. by Chairman Downey. A Certified Court Reporter was present to record the proceedings.

Ms. Pchola stated that the 2023 Rate Schedule has the following changes. The rate for liquid sludge over a million gallons changed from \$55 per thousand gallons to \$56 per thousand gallons. The rates for sludge cake were unchanged. All other rates remain the same as last year.

A discussion took place regarding the 2023 Rate Schedule.

Chairman Downey asked for questions or comments from the public. As there were none, Chairman Downey closed the Public Hearing at 6:50 p.m. on a motion by Mr. Morehouse, seconded by Ms. Switlik, and passed by a unanimous vote.

Exhibit A

2023 RATE SCHEDULE NOTICE OF PUBLIC HEARING

Notice is hereby given that a public hearing will be held by the STONY BROOK REGIONAL SEWERAGE AUTHORITY on Monday, November 14, 2022, at 6:30 PM in the Conference Room, Operations Building, 290 River Road, Princeton, New Jersey.

I.	Liquid Sludge													
	Percent Solids	ANNUAL COMMITTED VOLUME PER SOURCE:			Uncommitted Contract									
		Over 1 Million	0.5 - 0.99 Million	Up to 0.5 Million										
	0.0% - 5.5%	\$ 56	\$ 63	\$73	\$ 83									
5.5% - 7.0%	\$ 73	\$ 83	\$ 88	\$103										
<p>Notes:</p> <ol style="list-style-type: none"> 1) All cost quotes are in dollars per 1000 gallons. 2) Effective Date and Terms of Revised Schedule: These rates are in effect for calendar year 2023. See below for additional discounts on longer-term contracts. 3) Discounted Items: Deduct \$2/1000 gallons for all quantities delivered in excess of 2.5 million gallons during 2023. 4) Sludge which has volatile solids between 40 and 49.9% will be surcharged \$5/1000 gallons. Sludge below 40% volatile solids is not accepted. 5) Pursuant to N.J.S.A. 40:14A-23, contracts between public entities may be negotiated. 														
II.	<p>Sludge Cake</p> <ol style="list-style-type: none"> a. \$63/Cubic Yard (14 - 22% Solids) b. \$61/Cubic Yard (22.1 - 30% Solids) c. \$2/Cubic Yard discount for Saturday/Sunday deliveries <p>Note: Pursuant to N.J.S.A. 40:14A-23, contracts between public entities may be negotiated.</p>													
III.	<p>Septage</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;">Gallons</th> <th style="text-align: right; border-bottom: 1px solid black;">All gallons Billed at</th> </tr> </thead> <tbody> <tr> <td style="text-align: left;">0 - 200,000</td> <td style="text-align: right;">\$62</td> </tr> <tr> <td style="text-align: left;">200,000 - 400,000</td> <td style="text-align: right;">61</td> </tr> <tr> <td style="text-align: left;">400,000 - 800,000</td> <td style="text-align: right;">59</td> </tr> <tr> <td style="text-align: left;">800,000 - 1,200,000</td> <td style="text-align: right;">57</td> </tr> </tbody> </table> <p>Note: All cost quotes are in dollars per 1,000 gallons. Pursuant to N.J.S.A. 40:14A-23, contracts between public entities may be negotiated.</p>				Gallons	All gallons Billed at	0 - 200,000	\$62	200,000 - 400,000	61	400,000 - 800,000	59	800,000 - 1,200,000	57
Gallons	All gallons Billed at													
0 - 200,000	\$62													
200,000 - 400,000	61													
400,000 - 800,000	59													
800,000 - 1,200,000	57													
IV.	<p>Gray Water</p> <p style="text-align: center;">\$32</p> <p>Note: All cost quotes are in dollars per 1,000 gallons.</p>													
V.	<p>Special Waste (Industrial Users)</p> <ol style="list-style-type: none"> a. Flow Charge is \$0.9/1000 gallons b. Site Remediation flow charge from landfill or groundwater remediation projects is \$1.80/1000 gallons 													
VI.	<p>High Strength User Surcharges:</p> <ol style="list-style-type: none"> a. Biochemical Oxygen Demand (over 300 mg/l) - Suspended b. Total Suspended Solids (over 300 mg/l) - Suspended c. Ammonia Nitrogen (over 40 mg/l) - Suspended 													

614.02 Open to the Public

Chairman Downey opened the public portion of the meeting at 6:51 p.m., hearing no comments from the public; the meeting continued as scheduled.

Dr. Downey indicated that the Board meeting would begin with the Finance Section.

614.03 Finance

Payment of Bills and Claims

Mr. Goldfarb moved for approval of Resolution 2022-101, Regarding Payment of Bills and Claims in the amount of \$666,063.37, with two signatures instead of three. The motion was seconded by Mr. Morehouse and passed by a roll call vote of 5 to 0. Resolution 2022-101 follows.

Resolution Regarding Payment of Bills and Claims

Resolution No. 2022-101

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 \$666,063.37 be approved for payment with checks bearing two authorized signatures instead of three authorized signatures.

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

Treasurer's Report

Mr. Chong reported the net income for the 2022 fiscal year ending October 31, 2022, of \$2,280,543. The Authority has total cash and investments of \$19,206,418. The current construction project balance is \$1,626,945. There are sufficient funds for these projects. The outstanding bond principal balance is \$15,683,800.

Monthly Sludge Business Analysis

Mr. Chong reported that the net income figure for October is \$84,200, and the cumulative net income for the fiscal year is \$1,411,912.

Staff recommended approval of Resolution 2022-102, Authorizing Contracts with Certain Approved State Contract Vendors for Contracting Units Pursuant to N.J.S.A. 40A:11-12a.

Resolution 2022-102 was moved by Mr. Goldfarb, seconded by Mr. Vilaro-Munet, and passed by a roll call vote of 5 to 0. Resolution 2022-102 follows.

Resolution Authorizing Contracts with Certain Approved State Contract Vendors for Contracting Units Pursuant to N.J.S.A. 40A:11-12a

Resolution No. 2022-102

WHEREAS, the Stony Brook Regional Sewerage Authority (the “Authority”), pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Authority has the need on a timely basis to purchase goods or services utilizing State contracts; and

WHEREAS, the Authority intends to enter into contracts with the provided state contract vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts;

NOW, THEREFORE, BE IT RESOLVED, that the Authority authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors on the provided list, pursuant to all conditions of the individual State contracts; and

BE IT FURTHER RESOLVED, that the governing body of the Authority pursuant to N.J.A.C. 5:30-5.5(b), the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Director of Finance; and

BE IT FURTHER RESOLVED, that the duration of the contracts between the Stony Brook Regional Sewerage Authority and state contract vendors shall be from December 1, 2022 to November 30, 2023.

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

State Contract Vendors

Vendor	Commodity/Service	State Contract No.
Carahsoft Technology	M4002 NASPO ValuePoint Cloud Solutions	19-COMP-00601
CDW Government	T3121 Software Reseller Services	20-TELE-01511
Dell Marketing LP	M0483 - Computer Equipment, Peripherals & Related Services	19-TELE-00656
Eastern Warehouse Distributors	T2761 Automotive Parts & Accessories	86011
Extel Communications Inc.	T1316 Telecommunications Equipment & Services	80807
Franklin Griffith	T2419 Electric Equipment and Supplies	88957
Fastenal Company	M0002 Facilities Maintenance and Repair & Operations (MRO) and Industrial Supplies	19-FLEET-00565
Graybar Electric Co.	T1778 Cabling Products and Services, Data Center Management Solutions	85151
Hach Company	T0983 Environmental Testing Instruments	21-FOOD-01684
Home Depot	M8001 Building Supplies & Tools	18-FLEET-00234
Majestic Oil	T0077 No.2 Heating Fuel Oil	17-FOOD-00398
Pedroni	T0083 Unleaded Automotive Gas	19-FLEET-00971
Thermo Environmental Instruments	T0983 Environmental Testing Instruments, Equipment and Supplies for Air and Water Quality	21-FOOD-01690
Thomas Scientific LLC	T0115 Scientific Equipment Accessories Supplies and Maintenance	17-FLEET-01033
Vaisala	T0983 Environmental Testing Instruments	22-FOOD-02550

Verizon Wireless	T1776 Data Communications Network Services, M4006 Wireless Voice, Data & Accessories	82583 22-TELE-05441
WB Mason Co Inc.	T0002 Bottled Spring Water/ Cooler Rental T0052 Office Supplies and Recycled Copy Paper	18-FOOD-00424 0000003
WW Grainger	M0002 Facilities/Industrial MRO & Supplies	19-FLEET-00566

Staff recommended approval of Resolution 2022-111, Resolution Authorizing Participation in Cooperative Purchasing Agreement with OMNIA Partners as Part of the Government Purchasing Alliance National Cooperative Vendors.

Resolution 2022-111 was moved by Mr. Goldfarb, seconded by Mr. Vilaro-Munet, and passed by a roll call vote of 5 to 0. Resolution 2022-111 follows.

Resolution Authorizing Participation in Cooperative Purchasing Agreement with OMNIA Partners as Part of the Government Purchasing Alliance National Cooperative Vendors

Resolution No. 2022-111

WHEREAS, N.J.S.A. 40:11-11 specifically authorizes two (2) or more contracting units to enter into a cooperative pricing system or joint purchasing agreement for the purchase of goods and equipment; and

WHEREAS, Stony Brook Regional Sewerage Authority (the “Authority”), pursuant to P.L.2011.c.139; and N.J.A.C. 5:34-7.29(c) and per Local Finance Notice No. LFN 2011-35, may by resolution and without advertising for bids, purchase of goods from any national and/or regional cooperative entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Authority has the need on a timely basis to purchase goods and services utilizing the OMNIA Partners Government Purchasing Alliance National Cooperative (“OMNIA Cooperative”); and

WHEREAS, the Authority may enter into contracts with OMNIA Cooperative vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current OMNIA Cooperative.

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:11-11, the Executive Director of the Authority is hereby authorized to execute any agreement(s) and other such document(s) that are necessary to effectuate purchases through OMNIA Cooperative;

2. The Purchasing Agent of the Authority is authorized to purchase goods and services from the approved OMNIA Cooperative vendors pursuant to all conditions of the individual awarded bids
3. This Resolution shall take effect immediately.

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

Mr. Chong reported that the current natural gas contract expires on July 31, 2023. Staff consulted with Gabel, our energy agent, who recommended going out for a bid in early March 2023. They predict market pricing will improve or stabilize by then. A draft Request For Proposal will be distributed in January 2023 for review.

Resolution 2022-091, Authorize Award of “No Political Contributions Allowed” Contract(s) for Non-Professional Service Vendor(s) was amended to reflect a change in the current fiscal year, December 1, 2021 to November 30, 2022.

Amended Resolution 2022-091 was moved by Mr. Goldfarb, seconded by Ms. Switlik, and passed by a roll call vote of 5 to 0. Resolution 2022-091 follows.

**Resolution to Authorize Award of “No Political Contributions Allowed” Contract(s)
for Non-Professional Service Vendor(s)**

**Resolution No. 2022-091
Date: **October 24, 2022**
Amended: **November 14, 2022****

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED that the Authority authorizes the attached list of vendor(s) to enter into contract(s) 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			

Year 2022 No Political Contribution Allowed Contract(s)	
<u>Company Name</u>	<u>Service</u>
Zeager Brothers Inc.	Biozorb Mulch for Biofilters

614.04 Approval of Minutes

The minutes from October 24, 2022, Board meeting were approved as presented on a motion by Mr. Morehouse, seconded by Ms. Switlik, and passed by a unanimous vote.

614.05 Board Related Activities

Ms. Pchola stated six (6) consultant contracts to be awarded tonight would be discussed in the Construction section. There are two (2) additional contracts to be awarded, one for labor counsel and the other for general counsel.

Ms. Pchola recommended approval of Resolution 2022-098, Authorizing the award of a “No Political Contributions Allowed” Contract for 2023 Labor/Employment Counsel to Cleary Giacobbe Alfieri Jacobs, LLC. The rates are the same as last year.

Ms. Pchola recommended approval of Resolution 2022-099, Authorizing the award of a “No Political Contributions Allowed” Contract for 2023 for General Counsel to Maraziti Falcon, LLP. The rates have been the same for several years.

Resolution 2022-098 and 2022-099 were moved by Mr. Vilaro-Munet, seconded by Ms. Switlik, and passed by a roll call vote of 5 to 0. Resolution 2022-098 and 2022-099 follow.

**Resolution Authorizing the Award of a “No Political Contributions Allowed” Contract
for
2023 Labor/Employment Counsel**

Resolution No. 2022-098

WHEREAS, the Stony Brook Regional Sewerage Authority has a need for a Labor/Employment Counsel for the period starting on December 1, 2022, and continuing through the end of Fiscal Year 2023 (November 30, 2023) 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 Officer has determined and certified in writing that the value of the work will exceed \$17,500; and

WHEREAS, the term of this contract is to the end of Fiscal Year 2023 and

WHEREAS, the Cleary Giacobbe Alfieri Jacobs, LLC has submitted an Agreement dated November 9, 2022, indicating they will provide Labor Counsel from December 1, 2022 through November 30, 2023. Legal services will be billed at \$165.00 per hour for all Attorneys and \$90.00 per hour for Paralegals; and

WHEREAS, the Cleary Giacobbe Alfieri Jacobs, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that Cleary Giacobbe Alfieri Jacobs, LLC has not made any reportable contributions to a political or candidate committee in the Stony Brook Regional Sewerage Authority service area, Mercer County, and Middlesex County in the previous one year, and that the contract will prohibit the Cleary Giacobbe Alfieri Jacobs, LLC from making any reportable contributions through the term of the contract; and

WHEREAS, the Director of Finance has certified funds are available in the 2023 Budget Account 1000-4001,

NOW, THEREFORE, BE IT RESOLVED that the Board of the Stony Brook Regional Sewerage Authority authorizes the Chairman to enter into a contract with the Cleary Giacobbe Alfieri Jacobs, LLC, as described herein; and

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

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

**Resolution Authorizing the Award of a “No Political Contributions Allowed” Contract
for
2023 General Counsel**

Resolution No. 2022-099

WHEREAS, the Stony Brook Regional Sewerage Authority has a need for a General Counsel for the period starting on December 1, 2022, and continuing through the end of Fiscal Year 2023 (November 30, 2023) 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 Officer has determined and certified in writing that the value of the work will exceed \$17,500; and

WHEREAS, the term of this contract is 12 months; and

WHEREAS, Maraziti Falcon, LLP has submitted a proposal and Agreement dated November 9, 2022, indicating they will provide General advice from December 1, 2022 through November 30, 2023, for a retainer fee of \$18,000 (\$1,500 for preparation and attendance of monthly SBRSA Board meetings). Additional general legal services will be provided by Ms. Diane Alexander at the hourly rate of \$220, additional legal services will be billed at \$220 per hour for Partners, \$195 for Senior Associates, \$170 for Associates, and \$90 per hour for Law Clerks; and

WHEREAS, Maraziti Falcon, LLP has completed and submitted a Business Entity Disclosure Certification, which certifies that Maraziti Falcon, LLP has not made any reportable contributions to a political or candidate committee in the Stony Brook Regional Sewerage Authority service area, Mercer County, and Middlesex County in the previous one year, and that the contract will prohibit Maraziti Falcon, LLP from making any reportable contributions through the term of the contract; and

WHEREAS, the Director of Finance has certified funds are available in the 2023 Budget Accounts 1000-4001 and 4002.

NOW THEREFORE, BE IT RESOLVED that the Board of the Stony Brook Regional Sewerage Authority authorizes the Chairman to enter into a contract with Maraziti Falcon, LLP as described herein; and

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

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

Ms. Pchola recommended approval of Resolution 2022-100, Adopt the 2023 Rate Schedule.

A discussion took place regarding the 2023 Rates. The Board has requested that the Director of Finance prepare an analysis of liquid sludge and cake rates and then schedule a Finance Committee meeting to discuss the findings in the first quarter of 2023.

Resolution 2022-100, Adopt the 2023 Rate Schedule, was moved by Mr. Vilaro-Munet, seconded by Mr. Morehouse, and passed by a roll call vote of 4 to 1. Resolution 2022-100 follows.

Resolution to Adopt the 2023 Rate Schedule

Resolution No. 2022-100

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

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

WHEREAS, the Authority desires to establish a Rate Schedule for 2023 so as to provide for the direct assessment and recovery of charges to Users discharging liquid sludge, sludge cake, septage, gray water, special wastes (Industrial Users) and high strength wastewater surcharges, as set forth in the 2023 Rate Schedule, attached hereto; and

WHEREAS, a notice of the 2023 Rate Schedule was published in accordance with the requirements of N.J.S.A. 40:14A-8, and public hearing held in-person and via teleconference on

November 14, 2022, at 6:30 PM, at which time the Authority solicited public comment on the proposed rate schedule.

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

1. The 2023 Rate Schedule, attached as Exhibit A hereto and made a part hereof, is hereby adopted. Any and all bills issued by the Authority by reason of this regulation shall be due and payable by the recipient within 30 days of the date thereof upon the failure of which the Authority shall be authorized to assess interest at the rate then in effect pursuant to N.J.S.A. 40:14A-21.

2. If any provision of this resolution or the application thereof to any person or circumstance is held invalid by a court of competent jurisdiction, such invalidity shall not affect any other provision of the resolution and to this end the provisions of this resolution are declared to be severable.

3. This Resolution shall take effect as provided by law.

<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			

614.06 Planning and Administration

Ms. Pchola reported that the most current 12-month average daily flow at the River Road WWTP is 8,995,997 gpd with 1,405,454 gpd of inoperative flow, leaving an available capacity of 2,658,549 gpd. The current 12-month average daily flow at the Hopewell WWTP is 243,001 gpd with 0 gpd of inoperative flow, leaving an available capacity of 56,999 gpd. The current 12-month average daily flow at the Pennington WWTP is 259,867 gpd with 24,864 gpd of inoperative flow, leaving an available capacity of 160,269 gpd.

Ms. Pchola reported that staff performed the meter verifications on November 1 and 2, 2022. All flows were within $\pm 5\%$.

Ms. Pchola reported on October 8, 2022, the Meter Station No. 6 flow meter experienced a hardware fault and began transmitting steady, inaccurate data. The meter was reset and returned to service on October 18, 2022. The totalizer readings for October 8 through 18, 2022, were calculated proportionally to Meter Station No. 6’s average monthly percentage of the Princeton Pump Station meter during October (approximately 79%).

Ms. Pchola reported on October 1, 2022, Meter Station No. 7 totalizer received inaccurate data due to condensate on the ultrasonic meter head interfering with the flow reading. This is a continuation of the adjustment from last month. The totalizer readings for October 1, 2022, were calculated proportionally to Meter Station No. 7's average monthly percentage of the Millstone Pump Station meter during September (approximately 27%). The Meter Station No. 7 totalizers reset mid-day on October 9, 25, and 26, 2022. The daily totalizer readings for October 9, 25, and 26, 2022, were adjusted by adding the partial totalizers before and after the resets for each day.

Ms. Pchola reported that the Princeton Forrestal Connector flume experienced several self-clearing clogs on October 4 through 6, 2022. The erroneous flow data was removed and substituted with flow proportional to the average flow before and after the erroneous data. The totalizers for October 4 through 6, 2022, were adjusted accordingly.

Ms. Pchola reported that the Summary of the Meter Summation vs. River Road WWTP Influent Meter indicated a difference of 0.61%, with the River Road Influent Meter reading lower.

614.07 Approval Requests and Actions

Mr. Doelling reported that provided in the report is a copy of the Hopewell Borough resolution denying consent to the proposed amendment to the Mercer County Water Quality Management Plan to add Brick Farm Properties to the SBRSA Sewer Service Area, which was adopted on November 3, 2022.

Mr. Doelling reported that staff attended the regular Mercer County Planning Board meeting on November 9, 2022. Mercer County Planning Board approved the amendment for the addition of Brick Farm Properties to the SBRSA Sewer Service Area.

A discussion took place regarding the SBRSA Sewer Service Area.

Mr. Doelling reported that the Capacity Assurance Program WQM-007 Form for the Hopewell Wastewater Treatment Plant for the third quarter of 2022, July 1, 2022, through September 30, 2022, was submitted to NJDEP on October 25, 2022.

Mr. Doelling reported that the approved flows from last month were added to the appropriate inoperable flows.

614.08 Regulatory Report

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 September 2022 were submitted with no violations reported.

The October 2022 DMRs are currently being prepared.

Residuals Discharge Monitoring Report (RDMR)

The August 2022 RDMRs were submitted. All River Road parameters were compliant with the Air Permit requirements.

The September 2022 RDMR is currently being prepared.

Air Reporting

The 3rd quarter 2022 Incinerator Sludge Metals Report was submitted to NJDEP on November 4, 2022. There were no exceedances of the monthly, 12-month weighted average, and 15-month rolling metals concentration limits. There were also no exceedances of the 12-month rolling average emission limits for lead and mercury.

The 3rd quarter 2022 Excess Emissions and Monitoring Performance Reports (EEMPR) were submitted to the NJDEP. Incinerator No.2, operating with Afterburner (AB) (OS3) had 16.17 hours of excess Oxygen emissions (Oxygen <3.0%). Carbon Monoxide (CO) concentrations during these periods were less than 100 ppmv at 7% Oxygen. Incinerator No.2, operating with RTO (OS28) had twenty-four hours of Carbon Monoxide (CO) monitor downtime due to a failed CO monitor daily calibration. The total hours of monitor downtime were less than 10% of the total source (OS28) operating hours.

The 2022 Annual Ozone Season, May 15 through September 15, 2022, report was included in the 3rd quarter of 2022 EEMPR. No fuel oil was used during the 2022 Ozone season.

The 3rd Quarter Emergency Bypass Report was submitted to EPA, NJDEP, USDOJ, and NJOAG on October 20, 2022.

In compliance with the recent consent decree, a performance test plan and notification of performance test dates were filed with EPA, NJDEP, USDOJ, and NJOAG on November 4, 2022.

On November 5, 2022, the Emergency Bypass opened due to a commercial power outage. Staff requested, and PSE&G reported that one phase came down on the PEK 8013 line due to animal contact. Calls to the NJDEP hotline and the National Response Center were made. The EPA, NJDEP, USDOJ, and NJOAG were all notified via email of the incident within 72 hours, as required by the 2022 Consent Decree. Staff is investigating the incident and will file an affirmative defense letter as appropriate.

An affirmative defense letter for October 12, 2022, RTO Force Draft Fan failure was filed with EPA, NJDEP, USDOJ, and NJOAG on November 10, 2022. The event did not cause an emergency bypass opening; however, there was a transition to the OS1 afterburner scenario as an automated safety response. OS1 was not active at the time of the transition and thus was not operating greater than 1500°F.

In compliance with the recent consent decree, a revised Final Control Plan (FCP) and Site-Specific Monitoring Plan (SSMP) are being prepared. Staff is finalizing these documents and submitting them to EPA, NJDEP, USDOJ, and NJOAG by the 45-day deadline of November 20, 2022.

Miscellaneous

The 2022 annual pretreatment Report was submitted to the NJDEP Bureau of Pretreatment and Residuals on November 1, 2022.

614.09 Safety

A discussion took place regarding the Kleinfelder Inspection Report.

Mr. Goldfarb requested that all Kleinfelder Inspection Priority 1 items that appeared this year and the prior year be listed separately.

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 November 10, 2022, Stony Brook Regional Sewerage Authority has gone 280 consecutive days without any "Lost Time" accidents.

Inspections

The 2022 Kleinfelder Annual Inspection Report was provided in the electronic Board book version. Staff has reviewed the report and updated the Priority 1 Safety Items list that was also provided in the report.

Training

On November 9, 2022, Snowplow/Snow Shoveling training was provided to eleven (11) employees using MSI Live.

614.10 Litigation

Ms. Alexander reported that a status conference scheduled for November 7, 2022, was adjourned and rescheduled for December 21, 2022. The parties are awaiting the transmission of SBRSA's Hearing Request and Request for Stay, dated July 7, 2022, to the Office of Administrative Law and the assignment of an OAL Judge, or the assignment of the matter to the current OAL Judge, the Honorable Tricia Caliguire, ALJ.

614.11 Operations Report

Mr. Stewart reported that the River Road Facility operated well during this reporting period.

On October 17, 2022, the annual inspection for the Regenerative Thermal Oxidizer (RTO) and Wet Electrostatic Precipitator (WESP) was conducted by Durr and Redkoh, respectively. The RTO report was received and is currently under review by staff. Staff is still awaiting the WESP report for review and comment.

On October 19, 2022, First Environmental, Inc., on behalf of the Environmental Joint Insurance Fund (EJIF), conducted its annual environmental audit. The final report was received on November 2, 2022. The audit includes underground storage tanks (USTs), above ground storage tanks (ASTs), and areas of the plant that have the potential to release into the environment. The 2022 audit received a score of 99 out of 100.

On October 25 and 27, 2022, Chavond-Barry Engineering (CBE) provided operations staff incinerator operator training. This certification course and exam are required annually as part of 40 CFR 60 Subparts -LLLL and MMMM. The course was approximately four (4) hours and covered regulations and an overview of site-specific equipment and operating strategies for the Authority's incinerators and air pollution control (APC) equipment.

During the week of October 31, 2022, the biofilter media was replaced for the odor control system for the Headworks process. This work is expected to be completed on November 14, 2022.

Upstream Facilities

Both Upstream Facilities operated well during this reporting period.

Odors

Staff received no Odor Complaints from our surrounding area during October 2022. We received one (1) odor complaint during the partial November 2022 reporting period. The total November number will be reported in December 2022. The odor complaints appear on the graph showing the number of complaints received each year from January 1998 to October 2022.

Customer Sludge Deliveries

The reported quantity of liquid sludge was 30% above the budgeted amount, sludge cake was 22% below the budgeted amount, and gray water was 66% above the budgeted amount for October 2022.

614.12 Maintenance

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

On October 24, 2022, the Operations Department reported that Storage Hopper Screw No. 8, located above Schwing Pump No. 4, was not operational. After further investigation, maintenance found that the tail gears were broken and could no longer turn the screws. The gears were replaced with new gears from inventory, and the bearings were adjusted to allow proper clearances between the gears. Upon completion, the screws were tested and returned to service.

On October 25, 2022, the Upstream Operator at the Hopewell Wastewater Treatment Plant reported that the skimmer arm on the Secondary Clarifier No.1 was hanging up on the scum beach. Once the skimmer mechanism was inspected, the bolt that the skimmer arm pivots on were worn, allowing the skimmer to drop lower than it should while passing over the scum beach. The skimmer was removed, and the worn bolt was cut out and replaced with a stainless-steel bolt welded. The skimmer was reinstalled and tested with minor adjustments to ensure the skimmer was no longer catching the scum beach and operating smoothly.

Ash Pelletizer No.1 was removed from service on October 26, 2022, due to a “Motor Failed Alarm.” During the troubleshooting process, two of the four bearings were seized due to ash infiltration on the drive end of the pelletizer. Four new bearings from inventory were installed on October 27, 2022. Once the bearing installation was completed, the pelletizer was tested for proper operation and returned to service.

During a routine inspection and testing of the Receiving Bin Screws on November 1, 2022, it was found that Screw No.6 in Receiving Bin No.2 was making excessive noise. The bin was removed from service, locked out, and hosed to get a better diagnosis. Once the bin was cleaned, it was found that one of the screw-connecting blocks was out of place due to a missing bolt. The screw was manually operated in reverse to release the block. The block was reinstalled with a new bolt, tested, and returned to service. The missing bolt's partial piece was removed later from Schwing Pump No.2.

Provided in the report were several graphs that monitor our monthly progress. The current monthly open work requests stand at twenty-five (25). On the Preventive Maintenance graph, we averaged three (3) days overdue, and the number of overdue units is approximately five (5).

614.13 Construction Report

Mr. Doelling reported that on April 18, 2022, the New Jersey Department of Environmental Protection (NJDEP) agreed to stay the effluent limitation for chlorine produced oxidants (CPO), in the Hopewell WWTP NJPDES permit, until December 31, 2022. The follow up letter provided in the report was submitted on October 31, 2022, requesting an extension of that stay until the plant upgrade project is completed.

Staff requested proposals from Chavond-Barry Engineering (CBE), ELECSYS, Kleinfelder, and Trinity Consultants, for the 2023 Annual Advice Contracts.

The proposals were requested from the consultants through the “No Political Contributions Allowed” process and as outlined in SBRSA’s Resolution 2017-03. Staff recommended approval

of the 2023 annual advice contracts based on the consultant’s “expertise, knowledge and most importantly familiarity of the SBRSA facilities.”

Mr. Doelling presented for approval the following 2023 consultant contracts.

The following table summarizes the amount spent for each advice contract in 2022 through the end of October. All contracts are on a time charge basis. Incinerator Operator training will be provided as a fixed price contract. Each consultant has provided the required pay-to-play forms.

Consultant	2022 Contract Amount	2022 Contract Amount Spent to Date	2023 Contract Amount
All4 LLC	\$15,000	\$7,549	--
CBE General Advice	\$60,000	\$49,781	\$56,000
ELECSYS	\$15,000	\$0	\$15,000
Kleinfelder General Advice	\$35,000	\$16,797	\$35,000
Kleinfelder NJPDES Permit Advice	\$50,000	\$9,566	\$20,000
Trinity Consultants	\$15,000	\$3,789	\$15,000

Staff recommended approval of the following Resolutions:

- Resolution 2022-103, Authorizing the Award of a “No Political Contributions Allowed” Contract for 2023 General Advice to Chavond-Barry Engineering Corporation
- Resolution 2022-104, Authorizing the Award of a “No Political Contributions Allowed” Contract for 2023 General Electrical Engineering Advice to ELECSYS Engineering Group
- Resolution 2022-105, Authorizing the Award of a “No Political Contributions Allowed” Contract for 2023 General Engineering Advice to Kleinfelder
- Resolution 2022-106, Authorizing the Award of a “No Political Contributions Allowed” Contract for 2023 NJPDES Permit Advice to Kleinfelder
- Resolution 2022-107, Authorizing the Award of a “No Political Contributions Allowed” Contract for 2023 General Advice to Trinity Consultants

Mr. Morehouse moved Resolutions 2022-103, 2022-104, 2022-105, 2022-106, and 2022-107, as discussed during the Construction Committee Meeting, seconded by Mr. Vilaro-Munet and passed by a roll call vote of 5 to 0. Resolutions follow.

Resolution Authorizing the Award of a “No Political Contributions Allowed” Contract for 2023 General Advice to Chavond-Barry Engineering Corporation

Resolution No. 2022-103

WHEREAS, the Stony Brook Regional Sewerage Authority “Authority” has a need for general advice for the period starting on December 1, 2022 through the end of Fiscal Year 2023 (November 30, 2023) for Consulting Engineering Services related to the operation, maintenance, permitting and regulatory compliance for the Authority’s incinerators 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 SBRSA Finance Director has determined and certified in writing that the contract value of the work will exceed \$17,500; and,

WHEREAS, the term of this contract is December 1, 2022 through November 30, 2023 and,

WHEREAS, Chavond-Barry Engineering has submitted a proposal dated November 4, 2022 indicating they will provide general engineering consulting advice from December 1, 2022 through November 30, 2023 for a time charge fee (with the exception of Incinerator Operator training which will be provided as a fixed contract price) not to exceed \$56,000 without written permission from Stony Brook Regional Sewerage Authority; and

WHEREAS, Chavond-Barry Engineering has submitted a Business Entity Disclosure Certification which certifies that Chavond-Barry Engineering 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 funds are available in the 2023 Budget Account 4000-4004; and,

NOW, THEREFORE, BE IT RESOLVED that the Board of the Stony Brook Regional Sewerage Authority authorizes the Chairman to enter into a contract with Chavond-Barry Engineering as described herein; and,

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

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

**Resolution Authorizing the Award of a “No Political Contributions Allowed” Contract
For 2023 Electrical Engineering Advice from ELECSYS Engineering Group**

Resolution No. 2022-104

WHEREAS, the Stony Brook Regional Sewerage Authority has a need for general advice for the period starting on December 1, 2022 through the end of Fiscal Year 2023 (November 30, 2023) for Electrical Engineering Advice and Related Matters 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 SBRSA Finance Director has determined and certified in writing that the contract value of the work will exceed \$17,500; and,

WHEREAS, the term of this contract is December 1, 2022 through November 30, 2023 and,

WHEREAS, ELECSYS Engineering Group has submitted a proposal dated November 7, 2022, indicating they will provide Electrical Engineering Advice during December 1, 2022 through November 30, 2023 for a time charge fee not to exceed \$15,000 without written permission from Stony Brook Regional Sewerage Authority; and

WHEREAS, ELECSYS Engineering Group has submitted a Business Entity Disclosure Certification which certifies that ELECSYS Engineering Group 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 Director of Finance has certified funds are available in the 2023 Budget Account 4000-4004; and,

NOW, THEREFORE, BE IT RESOLVED that the Board of the Stony Brook Regional Sewerage Authority authorizes the Chairman to enter into a contract with ELECSYS Engineering Group as described herein; and,

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

<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			

Resolution Authorizing the Award of a “No Political Contributions Allowed” Contract for 2023 General Advice to Kleinfelder

Resolution No. 2022-105

WHEREAS, the Stony Brook Regional Sewerage Authority has a need for general advice for the period starting on December 1, 2022 through the end of Fiscal Year 2023 (November 30, 2023) for General Consulting Services 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 SBRSA Finance Director has determined and certified in writing that the contract value of the work will exceed \$17,500; and,

WHEREAS, the term of this contract is 12 months and,

WHEREAS, Kleinfelder has submitted an Agreement on November 2, 2022, indicating they will provide general engineering consulting advice from December 1, 2022 through November 30, 2023 for a time charge fee not to exceed \$35,000 without written permission from Stony Brook Regional Sewerage Authority; and

WHEREAS, Kleinfelder has submitted a Business Entity Disclosure Certification which certifies that Kleinfelder 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 funds are available in the 2023 Budget Account 4000-4004; and,

NOW, THEREFORE, BE IT RESOLVED that the Board of the Stony Brook Regional Sewerage Authority 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>	<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			

Resolution Authorizing the Award of a “No Political Contributions Allowed” Contract For 2023 NJPDES Permit Advice from Kleinfelder

Resolution No. 2022-106

WHEREAS, the Stony Brook Regional Sewerage Authority has a need for NJPDES Permit Advice and Related Matters for the period starting on December 1, 2022, through the end of Fiscal Year 2023 (November 30, 2023) for our three wastewater treatment plants 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 SBRSA Finance Director has determined and certified in writing that the contract value of the work will exceed \$17,500; and,

WHEREAS, Kleinfelder has submitted a proposal dated October 24, 2022, indicating they will provide NJPDES Permit Advice and Related Matters during December 1, 2022 through November 30, 2023 for a time charge fee not to exceed \$20,000 without written permission from Stony Brook Regional Sewerage Authority; and

WHEREAS, Kleinfelder has submitted a Business Entity Disclosure Certification which certifies that Kleinfelder 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 funds are available in the 2023 Budget Account 4000-4004; and,

NOW, THEREFORE, BE IT RESOLVED that the Board of the Stony Brook Regional Sewerage Authority 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 are on file.

<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			

Resolution Authorizing the Award of a “No Political Contributions Allowed” Contract for 2023 General Advice to TRINITY CONSULTANTS

Resolution No. 2022-107

WHEREAS, the Stony Brook Regional Sewerage Authority “Authority” has a need for general advice for the period starting on December 1, 2022, through the end of Fiscal Year 2023 (November 30, 2023) for Consulting Engineering Services related to calculating the annual emission Statement, regulatory requirements including the USEPA Subpart LLL requirements, permit reporting and changes to our Title V Permit 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 SBRSA Finance Director has determined and certified in writing that the contract value of the work will exceed \$17,500; and,

WHEREAS, the term of this contract is December 1, 2022 through November 30, 2023 and,

WHEREAS, Trinity Consultants have submitted a detailed proposal dated November 7, 2022 for the tasks to be performed under this contract and indicating they will provide general consulting advice from December 1, 2022 through November 30, 2023 on a time charge fee not to exceed \$15,000 without written permission from Stony Brook Regional Sewerage Authority; and

WHEREAS, Trinity Consultants have completed and submitted a Business Entity Disclosure Certification certifies that Trinity Consultants 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 funds are available in the 2023 Budget Engineering Advice line account 4000-4004; and,

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

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

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

An application and waiver for Site Plan Approval were submitted to Hopewell Township on November 7, 2022. The review is expected to be limited to environmental impact, traffic flow, aesthetics, and safety.

SBRSA is applying for project funding through the New Jersey Water Bank (NJWB). Staff is preparing for the submittal of a “Clean Water Letter of Intent” (Environmental Planning Document) to the New Jersey Department of Environmental Protection (NJDEP) and the New Jersey Infrastructure Trust.

Staff recommended approval of Resolution 2022-097, Authorizing a loan application for the Hopewell WWTP improvements Project from the New Jersey Water Bank.

Resolution 2022-097 was moved by Mr. Goldfarb, seconded by Mr. Vilaro-Munet, and passed by a roll call vote of 5 to 0. Resolution 2022-097 follows.

**Stony Brook Regional Sewerage Authority
Resolution Authorizing a Loan Application for the Hopewell WWTP Improvements Project
from the New Jersey Water Bank**

**Resolution No. 2022-097
Project No. S340400-12**

WHEREAS, the Stony Brook Regional Sewerage Authority intends to file an application with the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Trust for Contract 22-4 Hopewell Wastewater Treatment Plant Improvements Project.

NOW, THEREFORE BE IT RESOLVED, that Antonia Pchola, Executive Director, be authorized to act as the Authorized Representative to represent the Stony Brook Regional Sewerage Authority in all matters relating to the project undertaken pursuant to the above referenced New Jersey Environmental Infrastructure Loan to be executed with the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Trust including signing of the loan application, the professional services affidavit and the professional services agreements. The Authorized Representative may be contacted at 290 River Road, Princeton, NJ 08540 and telephone number 609 924-8881 extension 207.

<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 the loan application process requires an Agreement for Construction Administration Services before the loan application is approved. It is most cost-effective for the design engineer of a project to provide construction administration services. Staff requested, and Kleinfelder provided a proposal for the project’s construction administration. The proposal, dated November 8, 2022, was provided in the report. As requested, the proposal includes resident project representative (RPR) services. The total fee for Construction Administrative services, including RPR services, is approximately 8.6% of the estimated construction cost, consistent with previous construction projects of this size and complexity.

Staff recommended approval of Resolution 2022-108, Authorizing the Award of a “No Political Contributions Allowed” Contract for the Hopewell WWTP Improvements Project Construction Administration Services to Kleinfelder, Inc. for the construction administration services for Contract 22-4, in the amount of \$1,086,350.

Resolution 2022-108 was moved by Mr. Vilaro-Munet, seconded by Ms. Switlik, and passed by a roll call vote of 4 to 0, 1 abstaining. Resolution 2022-108 follows.

**Resolution Authorizing the Award of a “No Political Contributions Allowed” Contract for
the Hopewell WWTP Improvements Project
Construction Administration Services to Kleinfelder, Inc.**

**Resolution No. 2022-108
Project No. S340400-12**

WHEREAS, the Stony Brook Regional Sewerage Authority (SBRSA) has a need for construction administration services for Contract 22-4, Hopewell WWTP Improvements 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, Kleinfelder (KLF) was awarded the contract to provide the Design of the Hopewell Wastewater Treatment Plant Improvements on January 25, 2021, Resolution 2021-010; and

WHEREAS, SBRSA had requested and KLF has submitted a proposal dated November 8, 2022, indicating they will provide construction administration services for the Hopewell WWTP Upgrade Project on a time charge fee basis at a cost of \$1,086,350; and

WHEREAS, KLF has on file with SBRSA a Business Entity Disclosure Certification, which certifies that KLF, 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, they will be financed through the NJ Water Bank Financing Program.

NOW, THEREFORE, BE IT RESOLVED that the Board of the Stony Brook Regional Sewerage Authority authorizes the Secretary to enter into a contract with KLF 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 as part of the NJWB loan application, SBRSA is required to appoint a public agency compliance officer (PACO) for the project.

Staff recommended approval of Resolution 2022-109, Appoint a Public Agency Compliance Officer for Contract 22-4, Hopewell Wastewater Treatment Plant Improvement project, Mr. Christopher Pizarro, ENV-SP, PE, as the project’s PACO.

Resolution 2022-109 was moved by Mr. Vilaro-Munet, second by Ms. Switlik, and passed by a roll call vote of 5 to 0. Resolution 2022-109 follows.

**Resolution to Appoint a Public Agency Compliance Officer
For Contract 22-4: Hopewell Wastewater Treatment Plant Improvements Project**

**Resolution No.: 2022-109
Project No. S340400-12**

BE IT RESOLVED, by the Stony Brook Regional Sewerage Authority that Christopher J. Pizarro be and is hereby appointed to serve as the Authority’s Public Agency Compliance Officer (PACO) for Contract 22-4 Hopewell Wastewater Treatment Plant Improvements Project, New Jersey Water Bank (NJWB) Project No. S340400-12, to fulfill the requirements and be responsible for coordination of all elements of the socially and Economically Disadvantaged Business Utilization Plan (SED Plan) as part of the requirements for the NJDEP and NJ Environmental Infrastructure Trust Program.

<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 on Contract 17-1 Pennington WWTP Upgrade and Expansion project. The Contractor has completed site work to repair the leaking chambers, and no additional leaks have been detected. The Hopewell Township Plumbing Inspector noted that the new hydrants require “Non-Potable” signage. CMS is procuring those signs and anticipates installing them by the end of the week. Once completed, CMS will schedule the plumbing re-inspection.

CMS Construction has submitted one Change Order for this month. Contract credits and Contract amount adjustment for closeout is a credit in the amount of \$56,111.02.

This Change Order consists of five (5) items:

- Credit for additional engineering fees incurred (\$7,590.00)
- Credit for Spare Parts not provided (\$4,054.86)
- Credit for fire extinguishers not provided (\$1,199.76)
- Credit for access covers not installed (\$3,266.40)
- Removal of Bid Item 4 and Bid Item 5 from Contract (\$40,000.00)

Staff recommended approval of Resolution 2022-110, Authorizing the Approval of Change Order No. 26 for Contract Credits and Final Contract Amount Adjustment in the credit amount of \$56,111.02.

Resolution 2022-110 was moved by Mr. Vilaro-Munet, seconded by Mr. Morehouse, and passed by a roll call vote of 5 to 0. Resolution 2022-110 follows.

**Resolution Authorizing the Approval of Change Order No. 26
for Contract Credits and Final Contract Amount Adjustment
for the Pennington WWTP Upgrade and Expansion Project, Contract 17-1**

Resolution No. 2022-110

WHEREAS, on April 13, 2018, the Stony Brook Regional Sewerage Authority (SBRSA) issued a Notice to Bidders seeking the receipt of sealed public bids for the “Pennington WWTP Upgrade and Expansion Project, Contract 17-1”; and

WHEREAS, the SBRSA, at its June 25, 2018 Board meeting, awarded the Pennington WWTP Upgrade and Expansion Project, Contract 17-1, to CMS Construction, Inc. (CMS) in the amount of \$9,669,500; and

WHEREAS, the SBRSA at its February 25, 2019 Board meeting approved Change Order No. 1 in the amount of \$19,509.37; and at its February 25, 2019 Board meeting approved Change Order No. 2 in the amount of \$12,145.42; and at its March 25, 2019 meeting approved Change Order No. 3 in the amount of \$1,015.30, and Change Order No. 4 in the amount of \$11,447.33, and Change Order No. 5 in the amount of \$3,652.22; and at its October 28, 2019 meeting approved Change Order No. 6 in the amount of \$1,864.80 and Change Order No. 7 in the amount of \$5,589.62; and at its March 24, 2020 meeting approved Change Order No. 8 in the amount of \$21,909.58; and at its August 24, 2020 meeting approved Change Order No. 9 in the amount of \$8,953.31, and Change Order No. 10 in the amount of \$8,366.84; and at its September 21, 2020 meeting approved Change Order No. 11 in the amount of \$5,481.35 and Change Order No. 12 in the amount of \$16,528.36; and at its October 26, 2020 meeting approved Change Order No. 13 in the amount of \$3,200.93 and Change Order No. 14 in the amount of \$3,064.89; and at its November 16, 2020 Board meeting approved Change Order No. 15 in the amount of \$4,695.09, Change Order No. 16 in the amount of \$5,312.54 and Change Order No. 17 in the amount of

\$5,046.69; and at its December 14, 2020 Board meeting approved Change Order No. 18 in the amount of \$7,735.71 and Change Order No. 19 in a credit amount of (\$3,147.40); and at its January 25, 2021 Board meeting approved Change Order No. 20 in the amount of \$11,007.42, and Change Order No. 21 in the amount of \$19,854.29, and Change Order No. 22 in the amount of \$2,580.27; and at its April 26, 2021 Board Meeting approved Change Order No. 23 in the amount of \$9,448.02, Change Order No. 24 in the amount of \$21,891.60 and Change Order No. 26 in the amount \$18,823.27, the resulting contract amount is \$9,895,476.82; and

WHEREAS, project completion delays have caused the Authority to incur avoidable engineering fees; and

WHEREAS, CMS Construction Inc. was asked to provide a credit to reimburse the Authority for these fees; and

WHEREAS, CMS Construction Inc. has offered a credit for spare parts not provided associated with the mechanical bar screen and aeration discs; and

WHEREAS, CMS Construction has offered a credit for fire extinguishers which were not supplied; and

WHEREAS, CMS Construction Inc. has offered a credit for manhole frames and covers which were not required at several cleanouts; and

WHEREAS, Bid Item No. 4 and Bid Item No. 5 for the for the repair of concrete within the existing Influent Pump Station wet well were not required and are removed from the Contract; and

WHEREAS, the abovementioned changes to Contract 17-1 are more fully set forth and incorporated within the November 14, 2022 Contract Change Order No. 26 document resulting in the credit amount of (\$56,111.02) with an adjusted total contract amount of \$9,839,365.80; and

WHEREAS, the contract completion date for the project shall extend 1,098 days to December 12, 2022; and

WHEREAS, the Director of Finance has certified funds are available from the unrestricted fund balance; and

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

1. The Chairman is authorized and directed to execute Change Order No. 26 with CMS Construction, Inc. in the credit amount of (\$56,111.02) resulting in an adjusted contract amount of \$9,839,365.80.
2. This Resolution shall take effect immediately; and

BE IT FURTHER 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			

Mr. Doelling reported that Kleinfelder continues with the design phase of the Hopewell WWTP Upgrade (Contract 22-4). A meeting to discuss SBRSA’s review of the 90% drawings and specifications occurred on October 20, 2022.

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. Kleinfelder is preparing a memo summarizing this summer's sampling results.

Expansion of River Road Planning Report: Kleinfelder continues to work on this project.

Small Capital Projects

Contract 22-1 Meter Station No. 6 Flume Replacement: On October 20, 2022, the modified replacement bypass channel slide plate was delivered to SBRSA. During its attempted installation at Meter Station No. 6 on November 1, 2022, it was discovered that the newly refabricated bypass channel slide plate required additional modification in order to fit properly. The contractor has been notified. Once installed, this project can be closed out.

Project 22-2 GE 90-30 PLC Upgrade: Staff will coordinate the Phase 3 PLC replacement once all network communications issues are resolved. Parts required for Phase 4 of the project have been ordered.

Project 22-3 Emergency Repair of Nitrification Tank Aerators Structural Supports: Staff is awaiting a revised Maintenance Bond.

Process Control/SCADA

Preventative maintenance was completed for all field devices and process control loops.

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

- Incinerator-related tasks
 - The RTO main burner failed to light after a routine shutdown. The linkage was reset and tightened to correct the issue.
 - Adjust the RTO valve indexing sequence to reduce the turning speed and increase indexing accuracy.
 - Reset an overloaded control circuit for the induced draft fan on Incinerator 1 following an automatic transfer from emergency to commercial power.
 - Cleared and exercised a seized solenoid valve on the emergency bypass stack for Incinerator 1.
 - Staff continues with the removal of abandoned control circuits and electronics from the incinerator control panel corresponding with historical equipment/systems that have been removed or replaced over many years of operational improvements.
 - The WESP perforated distribution plates and high voltage insulators were cleaned, and four washdown spray nozzles were adjusted during the yearly inspection.
- River Road
 - Replaced a failed signal isolator for the differential pressure transmitter on Liquid Sludge Odor Control CD-401.
 - A 100-amp rectifier diode module on Modified Aeration Aerator No. 4 had an internal fault and was replaced along with a 175-amp fuse.
 - Performed troubleshooting and verified the flow of belt filter presses exhaust fans.
 - Replaced a damaged water supply hose for the effluent flow control valve solenoid for Filter 4.
 - Removed, repaired, and replaced the solenoid valve for the effluent flow control valve for Filter 2.
 - The configuration was reloaded on the effluent flow control valve actuator for Filter 3.
 - Verified the calibration of the pressure sensors in the sludge cake storage bin.
 - Assisted with the tie-in of remote controls for the new backwash return pump No. 3.
 - Adjusted PLCs and field devices to account for Daylight Savings Time.
 - Removed VFDs and level sensors from the old chemical disinfection building and added them to the inventory.
 - Adjusted the speed control logic for grit pump No. 2 to better control the grit wet well level without causing overpressure alarms.
- Hopewell WWTP:
 - Tuned the PID loop for the sodium bisulfite pumps to have a more aggressive response to prevent ORP spikes.
 - The effluent flow meter was replaced after the interface began to malfunction.
- Pennington WWTP:
 - Replaced sensor calibration caps for all dissolved oxygen probes on Orbal Aeration Tank 1.

INFORMATION TECHNOLOGY

General:

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

- Five server backups (*sdnpenn, sdnhope, sdnrr, server13, server3*) were checked for corruption and readability. Staff has confirmed that the data is stable and recoverable.
- Staff continues troubleshooting the failed fiber communications to the Headworks and Septage buildings.
- IT continues the upgrade of SBRSA's financial software. Staff is currently working with the vendor to integrate requisition data directly into the Finance software to reduce the number of manual data entries.
- A read-only SCADA node was installed in the new UV Disinfection building with an uninterruptable power supply (UPS).

Uninterruptable Power Supply (UPS) Maintenance: IT staff continues its efforts to develop a tracking and preventative maintenance schedule for all UPS devices. As required by the EPA Consent Decree, a preventative maintenance schedule for the UPS devices associated with the incinerator equipment has been prepared for submission.

Trace-Environmental WebDAS2k: Staff is awaiting an Open Platform Communications (OPC) software license to pass data from the incinerator PLCs and Modbus devices into the WebDAS2k system.

614.14 Personnel Report

Ms. Pchola reported that staff hired a Mechanic III.

614.15 Correspondence

For information only.

614.16 Old Business

Nothing to report.

614.17 New Business

614.18 Open to the Public

Chairman Downey opened the public portion of the meeting, hearing no comments from the public; the public portion of the meeting was closed at approximately 7:25 p.m.

614.19 Executive Session

Dr. Downey asked for a motion on Resolution 2022-112, Authorizing Closed Session Pursuant to the Open Public Meetings Act, to discuss a personnel matter.

Resolution 2022-112 was moved by Mr. Morehouse, seconded by Mr. Goldfarb, and passed by a roll call vote of 5 to 0. Resolution 2022-112 follows.

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

Resolution No. 2022-112

BE IT RESOLVED by the Stony Brook Regional Sewerage Authority (“Authority”) on this 14th day of November 2022, as follows:

1. The Authority shall adjourn to executive session in accordance with N.J.S.A. 10:4-12(b)(7), being the Open Public Meetings Law, in order to discuss a personnel matter.
2. 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			

614.20 Report of Executive Session

A discussion took place regarding the issues related to the Assistant Plant Manager position. The Board took no formal action.

614.21 Adjournment

As there was no further business to come before the Board, the meeting was adjourned at 7:42 p.m. on a motion by Mr. Goldfarb seconded by Mr. Morehouse and passed by unanimous vote.

Respectfully Submitted,

Antonia Pchola
Secretary

Recorded and Written by
Angela Christiano
November 30, 2022