

Minutes of Meeting #588, December 14, 2020 – Stony Brook Regional Sewerage Authority

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

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

MEMBERS ABSENT:

CONSULTANTS: Alexander

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

PUBLIC PRESENT: Coppola, Marcinczyk

588.01

Chairman Downey opened the regularly scheduled meeting at 7:05 pm. 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 to receive comments regarding the Authority's proposed Rate Schedule for the receipt and treatment of outside liquid sludge, sludge cake, septage, gray water, and special waste in fiscal year 2021 was declared opened at 7:10 pm by Chairman Downey. A Certified Court Reporter was present to record the proceedings.

Ms. Pchola stated that there were no changes from the 2021 Rate Schedule and all the rates are the same as last year.

Chairman Downey asked for questions or comments from the public. As there were none, Chairman Downey closed the Public Hearing at 7:15 pm.

**2021 RATE SCHEDULE
NOTICE OF PUBLIC HEARING**

Notice is hereby given that a public hearing will be held via teleconference by the **STONY BROOK REGIONAL SEWERAGE AUTHORITY** on Monday, December 14, 2020, at 7:00 PM.

The call in number for the public hearing is: 470-745-0614 PIN 113564698 #

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%	\$ 54	\$ 62	\$72	\$ 82									
5.5% - 7.0%	\$ 72	\$ 82	\$ 87	\$102										
<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 the calendar year 2021. 3) Discounted Item: Deduct \$2/1000 gallons for all quantities delivered in excess of 2.5 million gallons during 2021. 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. \$62/Cubic Yard (14 - 22% Solids) b. \$60/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: left; border-bottom: 1px solid black;">All gallons Billed at</th> </tr> </thead> <tbody> <tr> <td>0 - 200,000</td> <td>\$62</td> </tr> <tr> <td>200,000 - 400,000</td> <td>61</td> </tr> <tr> <td>400,000 - 800,000</td> <td>59</td> </tr> <tr> <td>800,000 - 1,200,000</td> <td>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
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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 													

Further information regarding this hearing may be obtained by contacting the **Stony Brook Regional Sewerage Authority office (609) 924-8881.**

588.02 Approval of Minutes

Chairman Downey asked Ms. Pchola to note the changes to the November 16, 2020 Board Meeting minutes. The revised minutes were approved on a motion by Mr. Morehouse, seconded by Ms. Switlik, and passed by a vote of 6 to 0.

588.03 Board Related Activities

Consultant List

Ms. Pchola stated that there are two (2) amendment requests that will be discussed in the Construction section.

Ms. Pchola reported that she requested from Pennington Borough to have Ms. Switlik reappointed for a five (5) year term, ending on January 31, 2026.

Ms. Pchola reported that she confirmed with Mr. Patel that he will extend his term for two (2) years, ending on January 31, 2023.

Staff recommended approval of Resolution 2020-105, To Adopt the 2021 Rate Schedule. Resolution 2020-105 was moved by Mr. Morehouse, seconded by Ms. Switlik, and passed by a roll call vote of 6 to 0. Resolution 2020-105 follows.

Resolution to Adopt the 2021 Rate Schedule

Resolution No. 2020-105

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 2021 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 2021 Rate Schedule, attached hereto; and

WHEREAS, a notice of the 2021 Rate Schedule was published in accordance with the requirements of N.J.S.A. 40:14A-8, and public hearing held via teleconference on December 14, 2020 at 7:00 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 2021 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			

Staff recommended approval Resolution 2020-106, Designating the Official Newspaper of the Stony Brook Regional Sewerage Authority. Resolution 2020-106 was moved by Mr. Morehouse, seconded by Mr. Vilaro-Munet, and passed by a roll call vote of 6 to 0. Resolution 2020-106 follows.

**Resolution Designating the Official Newspaper of the
Stony Brook Regional Sewerage Authority**

Resolution No. 2020-106

WHEREAS, The Open Public Meetings Act, Chapter 231 of the Laws of 1975, and more specifically, N.J.S.A. 10:4-8, requires that all public bodies at least once a year shall designate two newspapers to receive advance notice of Public Meetings, one of which shall be designated the official newspaper;

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

1. The designated newspapers of the Authority are:
 - A. The Times of Trenton (Trenton Times)
 - B. Princeton Packet
2. The official newspaper of the Authority is The Times of Trenton (Trenton Times).
3. The Executive Director is authorized to:
 - A. Forward a copy of this Resolution to two newspapers, one of which shall be the official newspaper of the Authority.
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			

Staff recommended approval of Resolution 2020-107, Setting Regular Meeting Dates of The Stony Brook Regional Sewerage Authority for Calendar Year 2021 in accordance with the Provision of the Open Public Meetings Act. Resolution 2020-107 was moved by Mr. Morehouse, seconded by Mr. Vilaro-Munet, and passed by a roll call vote of 6 to 0. Resolution 2020-107 follows.

Resolution Setting Regular Meeting Dates for The Stony Brook Regional Sewerage Authority for Calendar Year 2021 in Accordance with The Provisions of The Open Public Meetings Act

Resolution No. 2020-107

BE IT RESOLVED by the Stony Brook Regional Sewerage Authority:

1. That the regular meeting day of the Authority be held on the fourth Monday of each month, except in November, when the meeting will be held on the third Monday and December when the meeting will be held on the second Monday of the month.
2. That the following dates are established as the regular meeting dates of the Stony Brook Regional Sewerage Authority in the calendar year 2021:

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
JANUARY 25, 2021	7:00 PM	VIA TELECONFERENCE
FEBRUARY 22, 2021	7:00 PM	VIA TELECONFERENCE
MARCH 22, 2021	7:00 PM	VIA TELECONFERENCE

APRIL 26, 2021	7:00 PM	VIA TELECONFERENCE
MAY 24, 2021	7:00 PM	VIA TELECONFERENCE
JUNE 28, 2021	7:00 PM	VIA TELECONFERENCE
JULY 26, 2021	7:00 PM	VIA TELECONFERENCE
AUGUST 23, 2021	7:00 PM	VIA TELECONFERENCE
SEPTEMBER 27, 2021	7:00 PM	VIA TELECONFERENCE
OCTOBER 25, 2021	7:00 PM	VIA TELECONFERENCE
NOVEMBER 15, 2021	7:00 PM	VIA TELECONFERENCE
DECEMBER 13, 2021	7:00 PM	VIA TELECONFERENCE

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3. That for the purposes of public inspection, a copy of this Resolution shall be forthwith:
- (a) Posted on the Princeton Municipal Building bulletin board and remain so posted throughout 2021;
 - (b) Mailed to the Trenton Times, Princeton Packet, Home News Tribune, Hopewell Valley News and Town Topics
 - (c) Posted on the Stony Brook Regional Sewerage Authority website www.sbrsa.org;
 - (d) Filed with the Clerks of Hopewell Borough, Hopewell Township, Pennington Borough, Princeton, South Brunswick Township and West Windsor Township;
 - (e) Mailed to those persons who have requested and paid any required charge for copies of the schedule and revision thereto and shall be promptly mailed to those persons who shall hereafter make such request and prepay such charge by the Stony Brook Regional Sewerage Authority at their Board Meeting on December 14, 2020.

<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			
Miquel Vilaro-Munet	X			

588.04 Planning and Administration

Ms. Pchola reported that the most current 12-month average daily flow at the River Road WWTP is 9,931,064 gpd with 732,726 gpd of inoperative flow leaving an available capacity of 2,396,210 gpd. The current 12-month average daily flow at the Hopewell WWTP is 269,547 gpd with 0 gpd of inoperative flow leaving an available capacity of 30,453 gpd. The current 12-month average daily

flow at the Pennington WWTP is 272,913 gpd with 31,387 gpd of inoperative flow and is over capacity by 4,300 gpd.

Ms. Pchola reported that the quarterly meter certifications were performed by W. G. Malden on December 1, 2020. All flow meters were within $\pm 5\%$.

Ms. Pchola indicated that as reported at last month's Board meeting, the Princeton Farms meter drifted away from its zero-flow condition starting on October 31, 2020 and ended when SBRSA staff adjusted the meter zero on November 2, 2020. The average daily zero offset was removed from the November 1 and November 2, 2020 meter data and the flows were adjusted accordingly.

Ms. Pchola reported that at Meter Station No. 6 while lighting repairs were made, a hardware fault occurred to the flow meter reporting circuit. The flow data was lost for the November 20, 21, 22, 23, and November 24, 2020 reporting period. During the month of November, Meter Station No.6 flows were on average, approximately 79% of the Princeton Pump Station flows. Meter Station No. 6 flow data for that period was adjusted proportional to flow measured by the Princeton Pump Station flow meter.

Also, at Meter Station No. 6, on November 30, 2020, during a 2-hour period of heavy rainfall, the flow transducer became submerged and recorded incorrect flows. The flow readings for this period were substituted with the meter maximum flow rate, and the daily flow was recalculated and adjusted for that day.

Ms. Pchola reported that the Princeton Forrestal Meter Station flow meter was replaced with a new Pulsar DUET ultrasonic flow metering device on November 19 and 20, 2020. The recorded flow during this installation was incorrect. Princeton Forrestal meter flow data for those two days, was replaced with the average weekday flow measured during the month, excluding the Thanksgiving Holiday.

Ms. Pchola reported that on November 4, 2020, due to onsite construction at the Pennington WWTP, the influent flow meter and totalizer were taken offline for approximately one (1) hour. Two (2) hourly averages were affected. The missing hourly average flow readings were substituted with the average of the hour before and after the meter downtime. The average daily flow data for the Pennington WWTP influent flow meter on November 4, 2020, was recalculated and adjusted accordingly.

588.05 Approval Requests and Actions

There were no approval requests during this reporting period.

588.06 Regulatory Report

Mr. Doelling reported that the Discharge Monitoring Reports for the month of October 2020 were submitted to the NJDEP with no violations reported. The September Residual Discharge

Monitoring Reports were submitted to NJDEP. All River Road parameters were compliant with the Air Permit requirements.

588.07 Safety

Ms. Pchola reported that on December 11, 2020, there was an employee accident. This employee could potentially be out of work for the next month.

Ms. Pchola reported that, to date, we have had five (5) employees test positive for COVID-19. Currently, we have one (1) employee who remains out of work with a positive test result. There are three (3) employees who have had close contact with someone infected with COVID-19 and are quarantined until they test negative. One employee is experiencing symptoms and is getting retested for COVID-19.

Ms. Pchola reported that she is in the process of preparing a memo to staff indicating that SBRSA will not be having any holiday department gatherings and to encourage staff to limit outside of work gatherings and travel.

The following Safety Report is included in the meeting minutes for information.

Accident Report

There were zero “Lost Time” and “No Lost Time” accidents/injuries this period. As of December 9, 2020, Stony Brook Regional Sewerage Authority has gone 1610 consecutive days without a “Lost Time” accident.

Kleinfelder Annual Inspection Reports

The Kleinfelder Annual Inspection Report Priority 1 and Priority 2 Tracking Lists have been updated.

Inspections

In late November, Survivor Fire and Safety Equipment Co. were at the River Road Treatment Plant to service the fire extinguishers.

On November 23, 2020, Kleinfelder was onsite to inspect the Sludge Mix Tank platform and mixer hoist. This item was identified on the Kleinfelder Annual Inspection Report. Kleinfelder is currently developing a design for the hoist and platform to better accommodate the mixer removal.

Training

Training for the Stormwater Pollution Prevention Plan will be scheduled in December/January.

Miscellaneous

Staff continues to attend the weekly COVID-19 web-conference check-in meetings hosted by the New Jersey Association of Environmental Authorities (AEA).

Two employees were reported to have tested positive for COVID-19 during this reporting period. Those employees are currently quarantined and will not be able to return to work until they test negative.

Three other employees have had close contact with someone infected with COVID-19 and are quarantined until they test negative.

On November 5, 2020, Executive Order 192 required that SBRSA begin to screen its employees. Staff instituted a health screening protocol to comply with the order. It includes performing self-assessments prior to beginning work and a reminder to follow current CDC guidelines.

588.08 Litigation

The Litigation Report included the following update:

Stony Brook Regional Sewerage Authority vs. New Jersey Department of Environmental Protection, Docket No. ELU 10493-2015S (Pennington STP)

Ms. Alexander reported that a status conference was held on November 16, 2020, the status of the socio-economic analysis report review by NJDEP was discussed as well as, continuing negotiations. The next status conference has been set for February 18, 2020.

River Road Title V Air Permit

Ms. Alexander reported that SBRSA has submitted additional information to USEPA/NJDEP as requested and a conference call has been scheduled for December 16, 2020.

588.09 Operations Report

Regarding the replacement of the diverter valve for the regenerative thermal oxidizer (RTO), Dr. Downey asked if the RTO was installed in 2009 which would indicate that the part had a 10 or 11 year lifetime.

Ms. Pchola confirmed that the RTO was installed in 2009.

Mr. Doelling reported that the part is two (2) steel plates rubbing together under pressure and rotates every 30 seconds. When they repair the new RTO we might be able to lessen the pressure which should extend the life of the part.

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

River Road Facility

The River Road Facility operated well during this reporting period.

Incinerator No. 1 was inspected by Chavond-Barry Engineering. We received the inspection report which is being reviewed by staff.

The repairs to Modified Aeration Clarifier No. 2 have been completed. The clarifier was put on-line and is operating normally.

The RTO was taken off-line for repairs that were needed following an inspection performed in October. During this repair work, they found that additional repairs needed to be made. The necessary repairs included the replacement and alignment of new internal components. The estimated cost to conduct this work is approximately \$260,000. Due to the cost of these repairs, the work will need to be bid. Additional details are included in the Construction Report.

Upstream Facilities

Both Upstream Facilities operated well during this reporting period.

Staff is continuing to experiment with the new 4-ring Orbal Tank at the Pennington Facility and fine-tuning the systems as indicated last month. Thus far we are experiencing very good results.

Odor Report

The staff received no odor complaints from our surrounding area during the month of November. Staff received no odor complaints during the partial December 2020 reporting period. The full December 2020 number will be reported in January 2021.

Customer Septage and Sludge Deliveries

The reported quantity of liquid sludge was 21% below the budgeted amount, sludge cake was 4% above the budgeted amount, and gray water was 12% below the budgeted amount for November 2020.

588.10 Maintenance

Mr. Goldfarb requested that staff modify the “Commercial Power Supply Log,” to include the call response from PSE&G and the time and date that the commercial power was restored.

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

On November 6, 2020, the old coarse and fine bar screens for the Pennington Plant influent channel were reinstalled for temporary use throughout the winter months as the new mechanical screen has the potential to freeze during this time. New brackets were fabricated, and modifications were made to the bar screens to allow them to easily be removed and reinstalled, as necessary. After the installation was completed, the influent channel was placed back online to ensure the bar screens were secure and functioning properly.

During routine surveillance on September 27, 2020, it was observed that Modified Aeration (MA) Tank Effluent Mixer No. 1 at the River Road Plant was not operational. The mixer was removed and sent to Lockwood's for repair. Lockwood's found that the motor was beyond repair. A mixer was ordered from Gayle Corporation. The new mixer was received on November 4, 2020, and installed, tested, and placed into service on November 5, 2020.

High-Pressure Scrubber Pump No. 1 was removed from service on August 31, 2020, due to vibration. After troubleshooting the pump, it was determined the most likely cause was a motor bearing. The motor was removed and sent to Lockwood's for repair. On September 22, 2020, the motor was reinstalled, tested, and still had a vibration issue. After further troubleshooting, it was found that the alignment between the motor and pump could not be achieved and that the pump base was the problem. Shafts & Sleeves were called in to fabricate a new pump base. On November 16, 2020, the new pump base and motor were reinstalled along with a precision coupling alignment. The pump was tested and ran with no vibration detected.

The Emergency Generator at the Princeton Pump Station was called to start on November 19, 2020, for an unknown reason. PSE&G was called out to investigate the problem and found that everything was performing properly, commercial power was available, and that the issue was with our equipment. Scott Testing was called in to troubleshoot and diagnose the electrical issue. They found that the relay module that recognizes the incoming voltage and frequency had failed and was not recognizing the incoming power as a reliable source. After confirming the incoming voltage and frequency were in fact good, Scott Testing tried multiple methods to switch back to commercial power before finally having to bypass the relay module to get the pump station back on commercial power. The temporary bypass will allow the generator to function as needed until a new relay module can be located and purchased. The generator ran for approximately seven hours, using approximately one hundred gallons of fuel before shutting down.

As requested by the Board, provided is the procedure for staff to follow when there is a power outage.

Provided in the report were several graphs that monitor our monthly progress. The current monthly open work requests stand at twenty (20). On the Preventive Maintenance graphs, we currently are averaging six (6) days overdue and the number of overdue units is approximately three (3).

588.11 Construction Report

Mr. Doelling reported that Kleinfelder prepared and submitted the renewal discharge permit

application for the River Road WWTP to NJDEP on November 24, 2020. The permit expires on June 30, 2021.

Mr. Doelling reported that Material Matters submitted a draft report of the solids alternative handling assessment on November 30, 2020. Staff has reviewed the report. Comments and questions were returned to Material Matters on November 21, 2020. Staff is waiting for the final report. A summary of the draft report was provided in the Construction report.

A conversation took place about the Material Matters Analysis versus the staff prepared Sludge Business Analysis for the cost of hauling.

Mr. Doelling reported that on December 9, 2020, Material Matters submitted a request for additional time and funding due to the higher than anticipated effort required to capture and summarize the life cycle cost analysis for incineration. The amendment request letter, dated December 9, 2020, was provided to the Board.

Staff recommended approval of Resolution 2020-111, Authorizing Amendment No. 1 for the Award of a “No Political Contributions Allowed” Contract for 2020 Sludge Business Analysis Consulting Advice to Material Matters, Inc. Amendment No. 1 presents a \$4,500 funding extension, for a total amended contract amount of \$30,360. Additional consulting services are billed on a time-and-expense charge basis; however, Material Matters is requesting only a portion of the exceeded budget.

Mr. Morehouse moved Resolution 2020-111, as it was discussed at the Construction Committee Meeting, seconded by Mr. Vilaro-Munet, and passed by a roll call vote of 6 to 0. Resolution 2020-111 follows.

Resolution Authorizing Amendment No. 1 to the Award of a “No Political Contributions Allowed” Contract for 2020 Sludge Business Analysis Consulting Advice to Material Matters, Inc.

Resolution No. 2020-111

WHEREAS, the Stony Brook Regional Sewerage Authority (SBRSA) entered into a contract with Material Matters for Professional Services related to the Sludge Business Analysis and an assessment of alternative sludge handling and disposal methods for the River Road Wastewater Treatment Plant 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, Material Matters, Inc. submitted a proposal dated February 8, 2020 indicating they will provide professional services from February 24, 2020 through November 30, 2020 for a time charge fee not to exceed \$26,900 without written permission from Stony Brook Regional Sewerage Authority; and

WHEREAS, the time and level of effort required to complete the study has exceeded the budget of the contract agreement; and

WHEREAS, Material Matters submitted a request for an Amendment dated December 7, 2020, in the time charge basis amount of \$4,500, for a total amended contract amount of \$31,400; and

WHEREAS, Material Matters' amendment request additionally included extending the contract end date to December 31, 2020; and

WHEREAS, Material Matters, Inc. has on file with SBRSA a Business Entity Disclosure Certification which certifies that Material Matters, Inc. 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 Stony Brook Regional Sewerage Authority has sufficient funds available in the 2020 Budget Engineering Advice line account 1000-4007; and

NOW THEREFORE, BE IT RESOLVED that the Board of the Stony Brook Regional Sewerage Authority authorizes the Chairman to amend the contract with Material Matters, Inc. through Amendment No. 1 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 on December 7, 2020, KEMS, LLC submitted an amendment request for additional work associated with EPA response, incinerator stack testing, and the TVOP for \$39,325. The letter dated December 8, 2020, was provided to the Board. Staff recommended approval of Resolution 2020-112 Authorizing Amendment No. 1 to the "No Political Contributions Allowed" Contract for 2020 General Advice to KEMS, LLC.

Resolution 2020-112 was moved by Mr. Morehouse, seconded by Mr. Vilaro-Munet, and passed by

a roll call vote of 6 to 0. Resolution 2020-112 follows.

Resolution Authorizing Amendment No. 1 to the Award of a “No Political Contributions Allowed” Contract for 2020 General Advice to KEMS, LLC

Resolution No. 2020-112

WHEREAS, the Stony Brook Regional Sewerage Authority (SBRSA) entered into a contract with KEM, LLC related to the regulatory requirements including the USEPA Subpart LLL requirements, permit reporting, changes to our Title V Permit, stack testing (including no-mark-up, pass-through charges to the stack testing firm) and operation and maintenance of 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, KEMS, LLC has submitted a detailed proposal dated November 8, 2019 for the tasks to be performed under this contract and indicating they will provide general consulting advice from December 1, 2019 through November 30, 2020 on a time charge fee not to exceed \$310,400 without written permission from Stony Brook Regional Sewerage Authority; and

WHEREAS, the time and level of effort required to complete the work has exceed the budget of the contract agreement; and

WHEREAS, KEMS, LLC submitted a request for an Amendment dated December 8, 2020, in the time charge basis amount of \$39,235, for a total amended contract amount of \$349,635; and

WHEREAS, KEMS, LLC has on file with SBRSA a Business Entity Disclosure Certification which certifies that KEMS, LLC 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 Stony Brook Regional Sewerage Authority has sufficient funds available in the 2020 Budget Engineering Advice line account 1000-4007 and Environmental Consulting line account 1000-4009; and,

NOW THEREFORE, BE IT RESOLVED that the Board of the Stony Brook Regional Sewerage Authority authorizes the Chairman to amend the contract with KEMS, LLC through Amendment No. 1 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 there are three (3) change orders for Contract 17-1 Pennington WWTP Upgrade and Expansion Project. The project is 94.8% complete. This month's site work included the continued installation of Orbal No. 2 aeration equipment, installation of service water hydrants, electrical demolition of the existing MCC, and various electrical installations at Orbal No. 2.

Staff recommended approval of Resolution 2020-108, Authorizing the Approval of Change Order No. 18 for the Labor and Material to Install Additional Supports at Orbal No. 1 and Orbal No. 2 Effluent Weirs for the Pennington WWTP Upgrade and Improvements Project, Contract 17-1. Approval of Change Order No. 18 in the amount of \$7,735.71 will compensate the Contractor for the labor and materials necessary to install the additional supports on the existing Orbal Tank concrete weirs. The configuration of the proposed adjustable weir gate onto the existing concrete wall did not allow for any vertical supports for the adjustable weir. In order to properly support the adjustable weir, additional stainless steel supports were required to be installed.

Staff recommended approval Resolution 2020-109, Authorizing the Approval of Change Order No. 19 for the Labor and Material to Provide Modifications to the Locker Room Flooring for the Pennington WWTP Upgrade and Improvements Project, Contract 17-1 for a credit amount of \$3,147.40.

Staff recommended approval of Resolution 2020-110, Authorizing the Approval of Change Order No. 20 for the Labor and Material to Install Well Pump Power and Control Wiring for the Pennington WWTP Upgrade and Improvements Project, Contract 17-1, for the amount of \$11,007.42 which will compensate the Contractor for the labor and materials necessary to install new power conduit from an exterior manhole to the well pump, and to relocate the power and control wiring from the existing MCC to a spare electrical bucket in the new MCC No. 1. This change order has been reviewed and negotiated by SBRSA staff with CMS Construction Inc.

Resolutions 2020-108, 2020-109, and 2020-110 were moved by Mr. Morehouse and seconded by Ms. Switlik.

A discussion took place regarding the status of the Locker Room floor.

Resolutions 2020-108, 2020-109, and 2020-110 were passed by a roll call vote of 6 to 0. Resolutions follow.

**Resolution Authorizing the Approval of Change Order No. 18 for the
Labor and Material to Install Additional Supports at the Orbal No. 1 and Orbal No. 2
Effluent Weirs for the Pennington WWTP Upgrade and Improvements Project, Contract
17-1**

Resolution No. 2020-108

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, the resulting adjusted contract amount is \$9,807,283.64; and

WHEREAS, the original Orbal No. 1 and Orbal No. 2 tanks are equipped with a steel v-notch weir attached to a concrete weir wall; and

WHEREAS, the original project scope includes the removal of the existing steel v-notch weir and the installation of new adjustable effluent weir gates onto the existing concrete weir wall at both Orbal No. 1 and Orbal No. 2; and

WHEREAS, the existing concrete weir wall was configured in a manner that would not properly support the proposed adjustable weir gate; and

WHEREAS, the installation of additional stainless steel supports are required to adequately affix the proposed adjustable weir gate to the existing concrete weir wall; and

WHEREAS, this issue was reviewed with Staff and Kleinfelder Engineering, and it was concluded that the additional supports were required; and

WHEREAS, CMS Construction Inc. was asked to submit a change order request to provide the material and labor to install the supports; and

WHEREAS, CMS Construction Inc. submitted a change order request for the for the labor and material to install the additional supports at Orbal No. 1 and Orbal No. 2 effluent weir gates; and

WHEREAS, the abovementioned changes to Contract 17-1 are more fully set forth and incorporated within the December 8, 2020 Contract Change Order No. 18 document in the amount of \$7,735.71 resulting in an adjusted contract amount of \$9,815,019.35 and

WHEREAS, the contract completion date for the project shall remain unchanged as a result of Change Order No. 18; 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. 18 with CMS Construction, Inc. in the amount of \$7,735.71 resulting in an adjusted contract amount of \$9,815,019.35.
2. This Resolution shall take effect immediately; and

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			

Resolution Authorizing the Approval of Change Order No. 19 for the Labor and Material to Provide Modifications to the Locker Room Flooring for the Pennington WWTP Upgrade and Improvements Project, Contract 17-1

Resolution No. 2020-109

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 assuming that Change Order No. 18 in the amount of \$7,735.71 is approved at the December 14, 2020 Board meeting, the resulting adjusted contract amount is \$9,815,019.35; and

WHEREAS, contract drawings call for the removal of the existing locker room tile flooring and installation of an epoxy flooring within the locker room and lab area; and

WHEREAS, after demolition was completed and a floor leveler installed, it was discovered that there was fuel oil absorption within the porous floor leveling concrete. The fuel oil source was from the adjacent Boiler Room fuel oil day tank; and

WHEREAS, the proposed epoxy flooring would not stick to the fuel-oil permeated subfloor;

WHEREAS, SBRSA requested that CMS Construction, Inc. install a new sealed painted plywood subfloor above the fuel oil permeated concrete subfloor. The sealed plywood subfloor would be isolated from the concrete.

WHEREAS, CMS Construction, Inc. installed the plywood subfloor; and

WHEREAS, due to the event where rainwater entered the boiler room and leaked into the locker room subfloor, the new plywood was also permeated with fuel oil and was no longer suitable for installation of the epoxy flooring; and

WHEREAS, SBRSA requested that CMS Construction, Inc. remove the plywood sub floor; and

WHEREAS, SBRSA requested that the installation of the new epoxy flooring and installation of the new lockers to be removed from the contract; and

WHEREAS, CMS Construction Inc. was asked to submit a change order request for the installation of the plywood subfloor and consequent removal of the plywood subfloor. CMS Construction Inc. was further asked to include a credit for the removal of the epoxy flooring and installation of the lockers from the Contract; and

WHEREAS, CMS Construction Inc. submitted a change order request for the labor and material to install and remove the plywood subfloor and a credit for the removal of the epoxy flooring and locker installation from the Contract; and

WHEREAS, the abovementioned changes to Contract 17-1 are more fully set forth and incorporated within the December 8, 2020 Contract Change Order No. 19 document resulting in an overall credit to the Contract in the amount of (\$3,147.40) resulting in an adjusted contract amount of \$9,811,871.95 and

WHEREAS, the contract completion date for the project shall remain unchanged as a result of Change Order No. 19; 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:

3. The Chairman is authorized and directed to execute Change Order No. 19 with CMS Construction, Inc. in the amount of (\$3,147.40) resulting in an adjusted contract amount of \$9,811,871.95.
4. This Resolution shall take effect immediately; and

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			

Resolution Authorizing the Approval of Change Order No. 20 for the Labor and Material to Install Well Pump Power and Control Wiring for the Pennington WWTP Upgrade and Improvements Project, Contract 17-1

Resolution No. 2020-110

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 assuming that Change Order No. 18 in the amount of \$7,735.71 and Change Order No. 19 in a credit amount of (\$3,147.40) are approved at the December 14, 2020 Board meeting, the resulting adjusted contract amount is \$9,811,871.95; and

WHEREAS, Contract Drawings call for the demolition of the existing MCC within the Electrical Room of the Operations Building, including the existing power and controls for the well pump; and

WHEREAS, the Contract Drawings did not indicate a location for reinstallation of the well pump power and control wiring; and

WHEREAS, the exterior existing site well pump power wiring extending from the operations building to the remote well pump was installed in a concrete encased duct bank adjacent to a similarly concrete encased duct bank for the wiring and controls of the Post Aeration Tank; and

WHEREAS, during demolition of the Post Aeration Tank and its associated wiring, the exterior site well pump wiring within the adjacent concrete encased duct bank was pulled and damaged; and

WHEREAS, it was anticipated that the well pump wiring would have been further away in a separate duct bank and not effected by the Post Aeration Tank demolition; and

WHEREAS, the design engineer Kleinfelder was contacted to provide a proposed location for reinstallation of the power and control wiring for the well pump; and

WHEREAS, CMS Construction Inc. was asked to submit a change order request for the installation the new power and control wiring for the well pump; and

WHEREAS, CMS Construction Inc. submitted a change order request for the for the labor and material to install power and control wiring for the well pump; and

WHEREAS, the abovementioned changes to Contract 17-1 are more fully set forth and incorporated within the December 9, 2020 Contract Change Order No. 20 document resulting in the amount of \$11,007.42 resulting in an adjusted contract amount of \$9,822,879.37 and

WHEREAS, the contract completion date for the project shall remain unchanged as a result of Change Order No. 20; 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:

5. The Chairman is authorized and directed to execute Change Order No. 20 with CMS Construction, Inc. in the amount of \$11,007.42 resulting in an adjusted contract amount of \$9,822,879.37.
6. This Resolution shall take effect immediately; and

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			

Mr. Doelling reported that on November 5, 2020 bids for Contract 19-2, River Road WWTP UV Disinfection and Effluent Filtration Project were received. Of the twenty-three (23) bidding documents distributed to potential bidders, eleven (11) bids were received. A summary of the bid results table was provided as follows:

<i>ENGINEERS ESTIMATE (05/16/2020)</i>	<i>\$17,911,945</i>
Biding Contractor	Bid
Allied Construction Group Inc.	\$15,963,000
Coppola Services, Inc.	\$15,998,890
CMS Construction	\$16,893,525
Tomar Construction Services, Inc.	\$17,410,000
PFK Mark III	\$18,222,000
PACT Two, LLC	\$19,360,000
Stone Hill Contracting Co., Inc.	\$20,733,900
Thomas P. Carney, Inc.	\$23,888,643
North East REMSCO Construction, Inc.	\$26,060,000
Walsh Construction Company II, LLC	\$27,722,722
Clyde N. Lattimer & Son Construction Co., Inc.	\$31,400,000

As outlined in the provided memo, the lowest bid was received from Allied Construction Group Inc. but based on our attorney review, this bid submission is rejected as nonresponsive. The bid received from the second-lowest bidder, Coppola Services, Inc., in the amount of \$15,998,890 has been reviewed by the Authority and its counsel and has been determined to be in compliance with the bid specifications and in accordance with the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq.

Mr. Doelling reported that the references provided by Coppola Services, Inc. all responded favorably when asked about the contractor’s performance and quality of work.

Staff recommended approval of Resolution 2020-116, Authorizing the Award of Contract No. 19-2, River Road WWTP UV Disinfection and Effluent Filtration Project to Coppola Services, Inc., as the lowest responsible bidder, contingent upon receipt of Approval to Award by the New Jersey Department of Environmental Protection (NJDEP), in the bid amount of \$15,998,890.00.

A discussion took place regarding the bid submission.

Resolution 2020-116 was moved by Mr. Vilaro-Munet and seconded by Ms. Switlik.

Mr. Coppola, Vice President of Coppola Services, Inc. located at 28 Executive Parkway, Ringwood, NJ 07456 addressed that Board and staff to say they are very excited for the opportunity to work with SBRSA.

Mr. Marcinczyk, P.E. from Allied Construction Group, Inc. located at 499 Washington Road, Parlin, NJ 08859 questioned the reason for the rejection of the bid.

Ms. Alexander stated that Allied Construction Group Services, Inc. was missing a Master Plumber Certification. The bid was determined to be nonresponsive because the certification is a material, non-waivable, and non-curable defect under the statute.

Mr. Marcinczyk requested a formal letter stating the reasons why the Allied Construction Group bid was rejected so they can pursue this matter.

Ms. Pchola agreed to forward Resolution 2020-116 to Mr. Marcinczyk which states the reasons the Allied Construction Group bid was rejected.

Mr. Marcinczyk was agreeable to accepting the resolution in lieu of a letter.

The Board congratulated Coppola Services, Inc. on receiving the bid.

Resolution 2020-116 was passed by a roll call vote of 5 to 0, 1 abstention. Resolution 2020-116 follows.

**Resolution Authorizing the Award of Contract No. 19-2
River Road WWTP UV Disinfection and Effluent Filtration Project**

Resolution No. 2020-116

WHEREAS, the Stony Brook Regional Sewerage Authority (Authority) advertised for the receipt of sealed competitive bids in accordance with the requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., for Contract No. 19-2, “River Road WWTP UV Disinfection and Effluent Filtration Project”; and

WHEREAS, eleven (11) sealed competitive bids were received by the Authority on November 5, 2020, as more fully set forth as attached; and

WHEREAS, as to the plumbing portion of the work to be performed, the bid specifications required at the time of bid receipt a Statement of Compliance with N.J.S.A. 45:14C-2(h) which is a statutory requirement that “a licensed master plumber shall be the holder of not less than 10% of the issued and outstanding shares of stock in the corporation, or not less than 10% of the capital of the partnership, or not less than 10% of the ownership of any other firm or legal entity engaging in the business of plumbing contracting in the State and shall employ either journeymen plumbers or apprentice plumbers or both”; and

WHEREAS, in accordance with Muirfield Construction Co., Inc. v. Essex County Improvement Authority, 336 N.J. Super 126, 135-36 (App. Div. 2000), the Appellate Division held that the failure to comply with N.J.S.A. 45:14C-2(h) at the time of receipt of bid is a material defect that cannot be cured: “In sum, the 10% ownership requirement guarantees a bidder’s skill, professional, and pecuniary interests to a degree sufficient to insure that the public will benefit from a licensed master plumber’s oversight of the project. The legislative enforcement of the statutory 10% ownership provision dispels any notion that this requirement is immaterial or waivable”; and

WHEREAS, the lowest bid was received from Allied Construction Group Inc. but said bid is nonresponsive because it did not contain a Statement of Compliance in accordance with N.J.S.A. 45:14C-2(h) as required by the bid specifications which, in accordance with the Appellate Division’s holding in Muirfield Construction Co., Inc., is a material defect and cannot be cured; and

WHEREAS, the bid received from Coppola Services, Inc. in the amount of \$15,998,890 has been reviewed by the Authority and its counsel and has been determined to be in compliance with the bid specifications and in accordance with the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq.; and

WHEREAS, the award of Contract No. 19-2 must be approved by the New Jersey Department of Environmental Protection as required by New Jersey Environmental Infrastructure Financing Program.

NOW, THEREFORE, BE IT RESOLVED by the Stony Brook Regional Sewerage Authority, contingent upon receipt of Approval to Award by the New Jersey Department of Environmental Protection (NJDEP) as follows:

1. The bid submission of Allied Construction Group, Inc. is rejected as nonresponsive for the reasons set forth in the prefatory clauses of this Resolution.
2. All immaterial defects contained in the bid of Coppola Services, Inc., if any, are waived and Contract No. 19-2, River Road WWTP UV Disinfection and Effluent Filtration Project, is awarded to Coppola Services, Inc., having a business address of 28 Executive Parkway, Ringwood, New Jersey 07456 as the lowest responsible bidder in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., in the bid amount of \$15,998,890.00 and the Executive Director is authorized to execute said Contract No. 19-2 upon approval by NJDEP and receipt of executed Contract No. 19-2 from Coppola Services, Inc.
3. The contract awarded herein to Coppola Services, Inc., shall commence after the execution of the contract, the submission of all required documents, including insurance certificates and performance bond required by the contract, and after the issuance of a Notice to Proceed.
4. All bid security, except the security for the three apparent lowest bids, Sundays and holidays excepted, shall be returned and the bids of such bidders shall be considered

withdrawn. After the award and full execution of the contract and approval of the contractor's performance bond, the bid security of the remaining unsuccessful bidders shall be returned to them within three days thereafter, Sundays and holidays excepted.

5. Funds are available for this Contract from the New Jersey Environmental Infrastructure Financing Programs and a copy of this Resolution shall be submitted to the Authority's Treasurer and kept on file in the offices of the Authority.
6. The Chairman is hereby authorized and directed to execute any other necessary documentation and the Chairman, staff and consultants are authorized to take all other actions necessary or desirable to effectuate the terms and conditions of this Resolution.
7. This Resolution shall take effect immediately.

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

Mr. Doelling reported that during a planned service call to replace the Regenerative Thermal Oxidizer's (RTO) stator bushing, it was discovered that the rotor and stator had worn significantly. Staff recommended approval of Resolution 2020-113 for Specifying Proprietary Replacement Parts for the Dürr Systems, Inc. Ecopure® R1-20 Rotary RTO. The attached memo, specifies proprietary replacement parts for the Dürr Systems, Inc. RTO due to the specialized nature of the parts and there are no other manufacturers other than Dürr Systems, Inc. that design and fabricate these parts. The Resolution will become part of the bid specifications. The estimated cost of the materials without installation is approximately \$200,000.

The following components need to be replaced:

- (1) Upper/Lower Rotor Assembly (#316 S.S.)
- (1) Upper/Outer Ring Holder Assembly w/support bands (#316 S.S.)
- (2) Lower/Outer Ring Holder Assemblies (#316 S.S.)
- (2) Upper Sealing Rings (Nitronics)
- (2) Lower Sealing Rings (Nitronics)
- (1) Stator Plate Assembly
- (1) Stator Pin Assembly, Nitronics Bushing, and Mounting Hardware.

Resolution 2020-113 was moved by Mr. Morehouse and seconded by Mr. Vilaro-Munet.

Mr. Doelling clarified that both the purchase and installation of the parts will be bid together as the repair project. This resolution will be part of the bid specifications and the contractors will be required to buy these parts.

Resolution 2020-113 was passed by a roll call vote of 6 to 0. Resolution 2020-113 follows.

Resolution of The Stony Brook Regional Sewerage Authority for Specifying Proprietary Replacement Parts for The Dürr Systems, Inc. Ecopure® RI-20 Rotary Regenerative Thermal Oxidizer (RTO)

Resolution No.: 2020-113

WHEREAS, the Stony Brook Regional Sewerage Authority (“Authority”) has determined that its existing Dürr Systems, Inc. Ecopure® RL-20 Regenerative Thermal Oxidizer (RTO) will require part replacement; and

WHEREAS, upon information and belief, the Authority staff has determined that there are no manufacturers other than Dürr Systems, Inc. that fabricates parts that are fully compatible with the RTO; and

WHEREAS, to the Authority’s knowledge, the only parts that may be authorized for use in the Authority’s RTO are manufacturer-specified parts; and

WHEREAS, it is the Authority’s experience that manufacturer-specified RTO parts have superior operational performance due to their reliability and compatibility with the RTO; and

WHEREAS, the Authority has determined that Dürr manufactured parts are of a “specialized nature” because of their unique design; and

WHEREAS, the Authority has a compelling need to specify the same manufacturer for its parts as the Original Equipment Manufacturer; and

WHEREAS, as authorized by N.J.S.A. 40A:11-13(d) and N.J.A.C. 5:34-9.1(a) 1.i and 2.i, the proprietary designation of Dürr Systems, Inc.-manufactured parts overshadows the public benefit of use of “brand name or equivalent”; and

WHEREAS, The Authority’s attorney has reviewed the Certification dated December 9, 2020, attached hereto and made a part hereof, and has affirmed its applicability and compliance with the Local Public Contracts Law based upon the specialized nature of the proprietary equipment and necessity of the proprietary equipment for the conduct of SBRSA’s affairs and compliance with SBRSA’s Title V Air Pollution Control Permit, pursuant to N.J.S.A. 40A:11-13(d) and N.J.A.C. 5:34-9.1; and

WHEREAS, the Director of Finance has certified funds are available in the capital purchase/other fund.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF STONY BROOK REGIONAL SEWERAGE AUTHORITY AS FOLLOWS:

1. That the Authority agrees that due to the specialized nature of the equipment necessary for the conduct of its affairs, the only acceptable manufacturer for its RTO replacement parts is the manufacturer of the equipment, Dürr Systems, Inc of Southfield, Michigan.
2. Funds are available in unrestricted fund balance.
3. This resolution for proprietary equipment shall be made part of the bid documents.

<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. Thomas reported that staff has selected a New Jersey State vendor, Carahsoft for the implementation of electronic signatures. Staff is reviewing quotes for services and working with Finance to have Carahsoft approved as a vendor. Once Carahsoft is approved, staff will begin testing services in-house.

Staff will present a resolution at next month’s Board Meeting to adopt the use of electronic signatures.

There were no additional Board member comments on the Construction Report. The following Construction and Information Technology Reports are 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.

Solids Alternative Handling Assessment: Material Matters submitted a draft report on November 13, 2020. Staff has reviewed the report. Comments and questions were returned to Material Matters on November 21, 2020. Staff is waiting for the final report.

Material Matters reviewed several bio-solids management alternatives for SBRSA. These alternatives included on-site lime stabilization processing, on-site processing to a Class A liquid product, and the transport of sludge to a merchant facility for further off-site processing. Off-site options included the following:

- Off-site Incineration
- On-site or off-site Lime-stabilization (via third party contractors)
- Off-site Composting
- Off-site Anaerobic digestion
- Off-site Thermal drying
- Off-site Gasification or pyrolysis
- On-site Lystek Class A liquid processing (via third party contractors)

After contacting outlets and evaluating each option against both non-economic and economic selection criteria, the McGill Composting facility in Falls Township, PA was chosen as the most viable option due to its proximity to SBRSA and competitive tipping fees. The resulting

economic analysis indicated that composting offsite would cost SBRSA approximately \$1.45MM per year.

Design

River Road Sludge Storage Hopper Feed Screw Replacement Project: There is no change to report this month.

Project Development/Upcoming Projects

The following specifications are currently being developed for 2021 Small Capital Projects:

- Replacement of one (1) Nitrification Tank Aerator Gearbox
- Replacement and alignment of a new RTO rotary valve and associated internal components
- Replacement of one (1) Aerzen Odor Control Blower
- Three quotes have been obtained for the repair of infiltration in two Interceptor manholes. A memo will be provided and suggestions on how to proceed at the January Board Meeting.

Construction

Contract 18-3 Millstone Pump Station Odor Control Improvements: The contractor has submitted the final application for payment including the release of retainage for approval this month.

Small Capital Projects

Contract 20-3 Modified Aeration (MA) Clarifier No. 2 Improvements: During the past reporting period, Contractor, J.P. Smith Contractors, Inc., has completed sandblasting and painting and concrete repair work within MA Settling Tank No. 2. Weirs, baffles, scum beach, and scum skimmer installation has been completed and the tank placed in service. Operation will be monitored over the next few days to determine acceptability. MA Settling Tank No. 1 is being drained to allow the contractor access for the concrete repairs in that tank.

Headworks Painting Project: JP Smith Contractors has been authorized to proceed and has begun prepping and painting the requested areas.

Process Control/SCADA

The Quarterly meter certifications were performed by W.G. Malden on December 1, 2020. Preventative maintenance was completed for all field devices and process control loops.

Plant Influent Flow Meter: SBRSA staff continues with the calibration checks on the two (2) flow transmitters to establish historical accuracy data for each transmitter. Attached is the comparison summary of the sum of our billing meters versus the River Road plant influent meter.

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

- River Road WWTP
 - Installed new power wires for Polymer Pump #1 after the old wires were damaged in a short circuit caused by a faulty screw terminal.
 - Replaced the variable frequency drive (VFD) for Thickened Sludge Pump #2 following the drive experiencing an internal short circuit.
 - The VFD for Modified Aeration (MA) Odor Control Blower #5 failed due to an internal short circuit and was replaced.
 - The leak detection sensor for the hypochlorite storage tanks failed and was replaced.
 - The remote human-machine interface (HMI) on the incinerator control panel for the RTO control system became inoperable and was replaced with a new unit.
 - Modified the program for the Headworks Aerated Grit Tank lift sequence to incorporate a delay between each lift cycle.
 - Programmed and installed a machine-to-machine cellular modem with a small form factor programmable logic controller (PLC) at North Ridge Meter Station to test wireless SCADA communication reliability with the River Road WWTP.
 - Replaced dissolved oxygen probes in MA tank 1, stage 1 and 2.
 - Repaired the screw terminals on the level transmitter for Filter #2 as the corroded connection was causing the automatic filter backwash sequence to never finish its drain cycle.
 - Configured all compatible PLCs to synchronize their internal clocks using a Network Time Protocol server.

Information Technology

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

Cyber-Security: A password construction training webinar was sent to all email users on October 14, 2020. 83% of the training was complete. Please check your mailbox and complete this training.

2021 Security Awareness Training was issued on December 1, 2020 and is currently at 21% complete. This training must be completed by December 1, 2021.

RRWWTP Operation Building Structured Cabling Project: The Cabling project remains at 99% complete.

588.12 Finance

Payment of Bills and Claims

Mr. Goldfarb moved for approval Resolution 2020-115 for the payment of bills and claims in the amount of \$1,477,269.44 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 2020-115 follows.

Resolution Regarding Payment of Bills and Claims

Resolution No. 2020-115

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 \$1,477,269.44 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 2020 fiscal year, ending November 30, 2020, was \$1,790,743. The Authority has total cash and investments of \$15,773,668. The current construction project balance is \$2,283,618. There are sufficient funds for these projects. The outstanding bond principal balance is \$18,891,356.

Mr. Chong reported that the 2021 Budget reflects a pension liability of \$465,000. The State of NJ released the actual 2021 pension liability of \$562,649 which is \$ 97,649 more than the budgeted amount.

A discussion took place about the budgeted pension liability amount.

Monthly Sludge Business Analysis

Mr. Chong reported the net income figure for the month of November is \$102,064 and the cumulative year to date net income is \$1,534,950.

Staff recommended approval of Resolution 2020-102, Resolution of the Stony Brook Regional Sewerage Authority Adopting a Cash Management Plan. The intent of the Plan is to provide that the decisions made with regard to deposits and the permitted investments will be done in a manner

to ensure the safety, the liquidity, and maximum investment return within such limits. The Plan identifies who is authorized to act for the Authority which includes the Chairman, Treasurer, Executive Director, and the Director of Finance.

Resolution 2020-102 was moved by Mr. Goldfarb, seconded by Mr. Morehouse, and passed by a roll call vote of 6 to 0. Resolution 2020-102 follows.

**Resolution of The Stony Brook Regional Sewerage Authority
Adopting a Cash Management Plan**

Resolution No. 2019-102

WHEREAS, N.J.S.A. 40A:5-14 requires that the governing body must approve, by a majority vote, an annual cash management plan;

NOW, THEREFORE, BE IT RESOLVED by the SBRSA that the Cash Management Plan, attached hereto, is hereby approved for the fiscal year ending November 30, 2021 and that the Director of Finance is directed to implement said Cash Management Plan in accordance with all applicable statutes.

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

Staff recommended approval of Resolution 2020-103, 2021 Participants' Estimated Charge. The base charge is calculated on the previous five (5) years of average flows and project debt service which is based on a seven (7) year plan.

Resolution 2020-103 was moved by Mr. Goldfarb and seconded by Mr. Morehouse.

Ms. Pchola indicated that there is one (1) more year of the debt service calculation.

Resolution 2020-103 was passed by a roll call vote of 6 to 0. Resolution 2020-103 follows.

2021 Participants' Estimated Charge Resolution

Resolution 2020-103

BE IT RESOLVED by the Stony Brook Regional Sewerage Authority on December 14, 2020:

1. Pursuant to Section 609(2) of the Bond Resolution, the Authority adopted an Annual

Budget of Operating Expenses in the amount of \$16,293,825 for its fiscal year 2021 which commences December 1, 2020. A copy of the Annual Budget, as adopted, has been promptly filed with the Trustee and the Consulting Engineer.

2. Pursuant to Section 406(B) of the Amended Service Contract, the Authority is required to estimate the "Net Annual Cost" for the ensuing fiscal year. For this purpose, "items of expense" are \$16,293,825; "items of receipt" are \$2,574,000. The "Net Annual Cost" which the Authority will use for computing the "Base Charge" is \$13,719,825.
3. Pursuant to Section 406(B) of the Amended Service Contract, the Authority, on or before December 20, is required to estimate the "Annual Charge" for each participant for the ensuing fiscal year. The "Annual Charge" is composed of (a) the "Base Charge" (b) the "Connecting Installment" and (c) the modified "Project Debt Service Adjustment". The "Connecting Installment" was included for the years 1984 to 1993 and no longer applies.
 - (a) The "Base Charge" is figured by allocating the "Net Annual Cost" among the participants in accordance with the Authority's estimate of each participant's expected proportion of actual flow for the ensuing fiscal year (FY).

- (1) The Authority hereby adopts the following percentages using flow estimates based on five (5) years of average flow method as the allocation figures to be used for FY 2021:

Princeton	32.695%
South Brunswick Township	39.583
West Windsor Township	23.263
Hopewell Borough	1.717
Pennington Borough	2.743

- (2)(a) Applying these allocation percentages to the estimated "Net Annual Cost" produces the "Base Charge" component of the "Annual Charge" as shown below:

Princeton	\$4,485,677
South Brunswick Township	5,430,760
West Windsor Township	3,191,586
Hopewell Borough	235,521
Pennington Borough	376,281
TOTAL	<u>13,719,825</u>

- (b) The allocation factors, based on an average of flows from 2013 through 2019, (seven-year average) to be used for the computation of the "Project Debt Service Adjustment" are as follows:

Princeton	32.741%
South Brunswick Township	39.734

West Windsor Township	23.224
Hopewell Borough	1.635
Pennington Borough	2.666

(c) The computation of the new modified "Project Debt Service Adjustment" produces the following figures:

Princeton	+\$326,341
South Brunswick Township	-214,631
West Windsor Township	-92,094
Hopewell Borough	-3,843
Pennington Borough	-15,773
TOTAL	<u>0.00</u>

Unless revised by the Authority the "Annual Charge" to the participants for the ensuing fiscal year will be:

	<u>Base Charge</u>	+	<u>Project Debt Service Adjustment</u>	=	<u>Annual Charge</u>
Princeton	\$4,485,677		-\$326,341		\$4,159,336
South Brunswick Township	5,430,760		+214,631		5,645,391
West Windsor Township	3,191,586		+92,094		3,283,680
Hopewell Borough	235,521		+3,843		239,364
Pennington Borough	376,281		+15,773		392,054
TOTAL	<u>\$13,719,825</u>		<u>0.00</u>		<u>\$13,719,825</u>

<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 2020-104, To Adopt a Public Agency Compliance Officer (PACO) for 2021. This is to fulfill the Affirmative Action requirements; staff recommends Madelene Karlowitsch as the PACO.

Resolution 2020-104 was moved by Mr. Goldfarb, seconded by Mr. Morehouse, and passed by a roll call vote of 6 to 0. Resolution 2020-104 follows.

Resolution to Appoint A Public Agency Compliance Officer for 2021

Resolution No. 2020-104

BE IT RESOLVED, by the Stony Brook Regional Sewerage Authority that Madelene Karlowitsch be and is hereby appointed to serve as the Authority's Public Agency Compliance Officer (“PACO”) for the calendar year 2021 to fulfill the requirements of the Affirmative Action Office, Department of the Treasury of the State of New Jersey.

<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 2020-117, Authorizing Contracts with Certain Approved State Contract Vendors for Contracting Units Pursuant to N.J.S.A. 40A:11-12a. These are vendors who staff anticipates purchases to likely exceed \$17,500 from December 1, 2020, through November 30, 2021. A list of those vendors is listed in the resolution.

Resolution 2020-117 was moved by Mr. Goldfarb, seconded by Mr. Vilaro-Munet, and passed by a roll call vote of 6 to 0. Resolution 2020-117 follows.

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

Resolution No. 2020-117

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

WHEREAS, the Stony Brook Regional Sewerage 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 Stony Brook Regional Sewerage 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 Stony Brook Regional Sewerage 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, 2020 to November 30, 2021.

<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			

State Contract Vendors:

Vendor	Commodity/Service	State Contract #
Carahsoft Technology Corporation.	M4002 Value Point Cloud Solutions	19-COMP-00601

588.13 Personnel Report

Ms. Pchola reported that we filled an Operator VI position, three (3) operators were promoted to Operator IV position and one (1) Operator VI resigned during this reporting period.

588.14 Correspondence

For information only.

588.15 Old Business

There was nothing to report.

588.16 New Business

There was nothing to report.

588.17 Open to the Public

Chairman Downey opened the public portion of the meeting. As there was one (1) person from the public on the teleconference but they would not identify themselves. Hearing no comments from the public, the public portion of the meeting was closed.

588.18 And such other issues as may come before the Board

There was nothing to report.

588.19 Adjournment

As there was no further business to come before the Board, the meeting was adjourned at 8:08 p.m. on a motion by Ms. Switlik, seconded by Mr. Morehouse and passed by unanimous vote.

Respectfully Submitted,

Antonia Pchola
Secretary

Recorded and Written by
Angela Christiano
January 15, 2021