

Minutes of Meeting #494 February 25, 2013 – Stony Brook Regional Sewerage Authority

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

MEMBERS PRESENT: Bartolini, Compton, Downey, Goldfarb, Morehouse

MEMBERS ABSENT: Patel

CONSULTANTS: Alexander

STAFF PRESENT: Carlino, Coleman, Hess, Irizarry, Kantorek, Kunert, Neuhof, Pchola, Rahimi, Redding

494.01 Pursuant to Section 13 of the Open Public Meetings Act, adequate notice of the time and place of this meeting was given by filing with the Authority’s official newspapers, each Clerk of each municipality and by being posted on the Princeton Bulletin Board.

494.02 Approval of Minutes

Chairman Bartolini asked for questions and/or comments on the minutes from the January 28, 2013 Board meeting. Mr. Kantorek indicated that several changes were made to the minutes. On page 2 paragraph 2, line 3 reads “...as the low flows in 2012 are replaced with the trending higher flows of flows...” has been changed to read “...as the low flows in 2012 are replaced with higher flows of 2013.” Mr. Kantorek indicated that on page 12, Line 2 in the last paragraph reads “...to the revenue from liquid sludge and sludge cake ...” has been has been changed to read “...to the excess revenue, compared to the budget, from liquid sludge and sludge cake, JIF dividend and payment for the energy curtailment program totaling...”. On page 15, the last paragraph the following sentences were added for clarity: “History indicated that we could be called one (1) to two (2) times per year. Our breakeven point is approximately four (4) to six (6) events. The minutes were then approved as amended on a motion by Dr. Downey, seconded by Mr. Compton and passed by unanimous vote.

494.03 Board Related Activities

Oath of Office

Mr. Goldfarb, Princeton representative, was sworn in by Ms. Alexander. The Board welcomed Mr. Goldfarb.

It was noted that Mr. Goldfarb will serve a five-year term.

Election of Officers

The Personnel Committee recommended the following slate of officers for 2013:

Robert A. Bartolini, Chairman
Gale D. Downey, Vice Chairman
C. Schuyler Morehouse, Treasurer
John Kantorek, Secretary
Patricia Carlino, Assistant Secretary

The slate of officers were elected on a motion by Mr. Compton, seconded by Mr. Goldfarb and passed by a vote of 5 to 0.

Committee Assignments

Chairman Bartolini noted that at the December meeting, the Board recognized that the number of members would change from seven members to six. The Board then reviewed and discussed the existing Committee Assignment policy statement which was based on seven Board members. The Board examined various assignment scenarios following the existing policy and realized it could not meet the requirements of the policy. The policy was slightly modified and approved to accommodate six members. Chairman Bartolini indicated that the new policy states that the Construction Committee will have three (3) members while the Finance and Personnel Committees will each have two (2) members.

Chairman Bartolini then made the following Committee assignments for 2013:

Construction Committee

Gale D. Downey, Chairperson
Harry Compton
David A. Goldfarb

Finance Committee

C. Schuyler Morehouse, Chairperson
Bharat Patel

Personnel Committee

Harry Compton, Chairperson
Bharat Patel

Oversight Liaison

David A. Goldfarb

Resolution 2013-04, To Authorize the Defense and Indemnification of the Members and Employees of the Stony Brook Regional Sewerage Authority

Mr. Kantorek explained that Resolution 2013-04 provides protection for each past and present member and employee from the monetary costs of fines, penalties, damages, settlements, costs and legal fees associated with the defense of any civil or criminal actions which may be brought against SBRSA or any such member or employee, as the result of any action(s) or omission(s) relating to the duties of such members or employees to SBRSA.

Mr. Kantorek indicated that the resolution provides that SBRSA may refuse to provide for the defense or to indemnify if it has reason to conclude that the act or omission was not within the scope of the member or employee's duties or was carried out in an individual capacity; a violation of the Local Government Ethics Law and any action brought by SBRSA against the member or employee; and due to actual fraud, malice, willful misconduct or an intentional wrong.

Mr. Kantorek recommended approval of Resolution 2013-04. So moved by Dr. Downey, seconded by Mr. Goldfarb and passed by a roll call vote of 5 to 0. Resolution 2013-04 follows.

**RESOLUTION TO AUTHORIZE THE DEFENSE AND
INDEMNIFICATION OF THE MEMBERS AND EMPLOYEES
OF THE STONY BROOK REGIONAL SEWERAGE AUTHORITY**

Resolution No. 2013-04

WHEREAS, there exists a need to protect each past and present member and employee of the Stony Brook Regional Sewerage Authority ("SBRSA") from the monetary costs of fines, penalties, damages, settlements, costs and legal fees associated with the defense of any civil or criminal actions which may be brought against the SBRSA, or any such member or employee, as the result of any action(s) or omission(s) relating to the duties of such member or employee to the SBRSA; and

WHEREAS, the SBRSA desires to provide such protection for each past and present member and employee from the financial consequences of any such civil or criminal action to the extent permitted by law and, therefore, provided that such alleged action or omission does not constitute actual fraud, actual malice, willful misconduct or an intentional wrong in the judgment of the SBRSA;

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

1. The SBRSA shall, to the extent permitted by law, provide a defense and indemnification to the past and present members and employees of the SBRSA and, therefore, shall pay or otherwise reimburse each past and present member and employee of the SBRSA for all fines, penalties, damages, costs and legal fees associated with any civil or criminal action which may be brought against such member or employee based

upon an act or omission of that member or employee arising out of and directly relating to the lawful exercise of his or her official duties or under color of his or her authority.

2. In any case where the SBRSA provides a defense to a member or employee, it is authorized and directed to make direct payments to counsel or reimburse the member or employee for the costs associated with his or her defense upon the approval by the SBRSA of proper vouchers submitted therefore, but in no case shall the SBRSA be authorized to pay or reimburse for legal fees and expenses exceeding those customarily charged for legal services in the defense of such actions.

3. For the purpose of this Resolution, the term “member” shall include any and all persons appointed by the governing bodies of the constituent municipalities pursuant to N.J.S.A. 40:14A-4

4. Any person seeking the provision of a defense and indemnification under the policy enunciated in this Resolution shall give prompt notice to the SBRSA of the pendency of any such civil or criminal action for which payment or reimbursement is sought, at which time the SBRSA shall by Resolution implement the provisions set forth herein.

5. It is within the sole discretion of the SBRSA, in any action where the provision of such a defense and indemnification is sought by a member or employee, to:

a. Provide a defense by an attorney chosen by the SBRSA;

b. Provide a defense by an attorney of the member or employee's choosing;

or

c. Assert the SBRSA's right under any appropriate insurance policy which requires the insurer to defend and indemnify.

6. Notwithstanding the foregoing, the SBRSA may refuse to provide for the defense or to indemnify any past and present member or employee of the SBRSA in any action referred to above or may recover any amounts paid on behalf of such member or employee for such defense if in its sole discretion it has reason to conclude that the act or omission was:

a. Not within the scope of such member or employee's duties or was carried out in an individual capacity;

b. The subject matter of any action brought by the SBRSA against the member or employee;

c. A violation of the Local Government Ethics Law (P.L. 1991, c. 29); or

d. Due to actual fraud, actual malice, willful misconduct or an intentional wrong.

7. In the event a contested matter, to which this Resolution is applicable, is resolved by way of settlement, the SBRSA may take into account the facts, circumstances and allegations which led to the settlement in its determination of whether it may, subject only to the provisions of paragraph 6, indemnify such past and/or present member(s) and/or employee(s) against whom such settled claims had been made.

8. It is the intention of this Resolution to set forth the policy of the SBRSA with respect to the defense and indemnification of persons associated with the SBRSA in the management of its affairs and businesses to the maximum extent permitted by law, and if any provision hereof or the application hereof to any person or circumstance is held invalid by a court of competent jurisdiction, such invalidity shall not affect other provisions of this Resolution and to this end the provisions hereof are declared to be severable.

9. The policy set forth in this Resolution shall take effect immediately, but shall automatically expire unless re-authorized at each annual reorganization meeting of this Authority.

<u>Recorded Vote:</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Robert A. Bartolini	X			
Harry Compton	X			
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel				X

Consultant List

The consultant list was provided for information. Mr. Kantorek noted that no new contracts were pending award tonight.

494.04 Planning and Administration

Mr. Kantorek reported that the most current 12-month average daily River Road plant flow is 8,428,991 gpd with 856,126 gpd of approved but inoperative flow for a total committed flow of 9,285,117 gpd with 3,774,883 gpd or 28.90% of available capacity. The most current 12-month average daily flow at the Hopewell Plant is 196,182 gpd with no inoperative flow, for a total committed flow of 196,182 gpd with 34.61% or 103,818 gpd of available capacity. The Pennington Plant presently has 221,237 gpd as the most current 12-month average daily flow, with 14,693 gpd of approved but inoperative flow, for a total committed flow of 235,930 gpd, with 21.36% or 64,070 gpd of available capacity. Mr. Kantorek noted that the inoperative flow total for the Pennington Plant is the unused portion of Bristol-Meyers Squibb approved flow.

Mr. Kantorek noted that the data contained in the Capacity Status Report for all three facilities has been modified to reflect the impact of flows for a twenty year period rather

than data from inception. Twenty years is more realistic and will reflect current conditions since growth has leveled off in several of the Authority's member municipalities.

Monthly Flow Transmittal

The monthly flow transmittal for January was provided for information.

Mr. Kantorek noted that two adjustments were made for the month.

The meter verification conducted on January 31, 2013 at Meter Chamber No. 7 indicated that the meter was reading low by 3.09%. The meter verification conducted on January 2, 2013 indicated that the meter was reading high by 1.24%. The meter data from January 2nd through January 31st was adjusted upward by 0.925% which is the average of the meter verifications conducted in January.

The meter verification conducted on January 31, 2013 at Princeton Farms indicated that the meter was reading high by 4.82%. The meter verification conducted on January 2, 2013 indicated that the meter was reading high by 0.85%. The meter data from January 2nd through January 31st was adjusted downward by 2.835% which is the average of the meter verifications conducted in January.

Mr. Kantorek noted that meters are adjusted only when the difference in readings is ± 2 percent or greater.

494.05 Approval Requests and Actions

TWA-1 Approvals

The Hun School of Princeton, Block 8203 Lot1 and Block 9301 Lot 21, 176 Edgerstoune Road, Princeton

Ms. Pchola reported that this application is for the construction of a 29,950 square foot multi-purpose (Educational and Residence Use) building. The new building will house 28 existing commuter students, 28 existing resident students⁽¹⁾ and provide housing to six (6) faculty members. The total net flow associated with this project is 2,450 gpd. There will not be an increase in enrollment due to this project.

	<i>Proposed Construction</i>	
56 Boarding Students	75 gallons per day per student	4,200 gpd
4 One Bedroom Dwelling	150 gallons per day per unit	600 gpd
2 Two Bedroom Dwellings	225 gallons per day per unit	450 gpd
Sub-total		5,250 gpd

	<i>Existing Flow to be Eliminated</i>	
28 Boarding Student	75 gallons per day per student	(2,100 gpd)
28 Commuter Student Usage	25 gallons per day per student	(700 gpd)
Sub-total		(2,800 gpd)

Total Flow 2,450 gpd

⁽¹⁾The existing students are currently using office space in Russell Hall as residence space and will be relocated to the new building. The space in Russell Hall will be converted back to office space.

This project has received Princeton Regional Planning Board Approval and the TWA Permit Application has been endorsed by the Princeton Engineer and Princeton Sewer Operating Committee. Staff recommended approval of this application at the requested flow. So moved by Dr. Downey, seconded by Mr. Compton and passed by a vote of 4 to 0. Mr. Goldfarb abstained.

Princeton University, Stanworth Commons, Block 14.01 Lot 1, Block 15.04 Lot 7, Block 16.01 Lot 1, and Block 17.04 Lot 102, Bayard Lane, Princeton

Ms. Pchola indicated that this application is for the construction of new residential units to replace existing facilities at the same location. The new units will consist of one, two and three bedroom units. The existing facilities to be demolished consist of a medical facility and studio/one bedroom, two and three bedroom units. The total net flow associated with this project is 29,050 gpd.

	<i>Proposed Construction</i>	
105 One-Bedroom Units	150 gallons per day per unit	15,750 gpd
170 Two Bedroom Units	225 gallons per day per unit	38,250 gpd
51 Three-Bedroom Units	300 gallons per day per unit	15,300 gpd
Sub-total		69,300 gpd

	<i>Existing Flow to be Eliminated</i>	
76 Bed Medical Facility	125 gallons per day per bed	(9,500 gpd)
52 Studio/One-Bedroom Units	150 gallons per day per unit	(7,800 gpd)
94 Two-Bedroom Units	225 gallons per day per unit	(21,150 gpd)
6 Three-Bedroom Units	300 gallons per day per unit	(1,800 gpd)
Sub-total		(40,250 gpd)

Total Flow 29,050 gpd

Ms. Pchola reported that this project has received Princeton Regional Planning Board Approval and the TWA Permit Application has been endorsed by the Princeton Engineer and Princeton Sewer Operating Committee. Staff recommended approval of this

application. So moved by Dr. Downey, seconded by Mr. Compton and passed by a vote of 4 to 0. Mr. Goldfarb abstained.

Princeton University, Arts & Transit Neighborhood, Princeton

Ms. Pchola explained that this application is for the construction of an Arts & Transit Neighborhood to replace existing facilities on the same sites. Ms. Pchola noted that there are approximately thirty-six (36) lots related with this project. The flow associated with this project is 25,365 gpd. The total flow that will be eliminated as a result of this project is 9,937 gpd. The net flow for this project is 12,698 gpd.

The project is currently on a combination of all or a portion of 36 lots. All of the lots have been previously developed with buildings or parking and with landscaping on them.

Princeton University is proposing to demolish all the existing buildings except for the two rail station buildings and construct the following (only flow related portions of the project are listed below).

- Lewis Center for the Arts, a 139,300 square foot building providing spaces for academic programs in theater dance, and music. The building will contain classroom space, office space and performance space.
- New station building containing 1,460 square feet with a new platform canopy.
- Convenience Store (Wawa) containing 7,880 square feet with the Wawa and NJ Transit crew quarters. This building will accommodate the New Jersey Transit electrical and telecommunications equipment and crew quarters.
- Convert the existing 4,400 square foot northern station building to a cafe with 2,200 square feet on ground floor and 2,200 square feet below for storage.
- Expand the southern station building to 5,540 square feet. The expansion space is 1,375 square feet, and the overall reduction in size is because of the elimination of the lower levels of the addition.

The project has received Princeton Regional Planning Board Approval and the TWA Permit Application has been endorsed by the Princeton Engineer and Princeton Sewer Operating Committee. Staff recommended approval of this application. So moved by Dr. Downey, seconded by Mr. Compton and passed by a vote of 4 to 0. Mr. Goldfarb abstained.

Time Extensions

None.

NJPDES Endorsements Requested

None.

Water Quality Management Plan Amendments

None.

494.06 Regulatory Report

Discharge Monitoring Report (DMR) and NJPDES Compliance

Mr. Rahimi reported that the December 2012 and January 2013 DMRs were submitted to the NJDEP. There were no violations reported at any of the three plants.

Mr. Rahimi indicated that the River Road Quarterly Effluent Surface Water Discharge Waste Characterization Report was submitted to the NJDEP. This report details the priority pollutants that have been historically present in the facility effluent. All values were at expected levels.

Mr. Rahimi reported that the River Road annual Effluent Surface Water Discharge Waste Characterization Report was submitted to the NJDEP for the February 2012-January 2013 reporting period.

Residuals Discharge Monitoring Report (RDMR)

Mr. Rahimi reported that the November RDMR was submitted to the NJDEP. All River Road parameters were compliant with the Air Permit requirements.

Mr. Rahimi noted that the staff is currently reviewing the December RDMR.

Air Reporting

Mr. Rahimi reported that the 4th quarter 2012 Incinerator Sludge Metals Report was filed. There were no exceedances of the monthly or 12-month weighted average metals concentration limits or the 12-month rolling lead or mercury emission limits.

Mr. Rahimi indicated that staff submitted the 4th quarter 2012 Excess Emissions and Monitoring Report to NJDEP. There were no excess emissions during this monitoring period.

Mr. Rahimi reported that the semi-annual 40 CFR 60, Subpart O report for the last six months of 2012 was submitted by staff. There were no excess emissions during this monitoring period.

Mr. Rahimi indicated that the federal annual 40 CFR 503 Subpart E report was submitted to EPA and NJDEP by Staff. The 40 CFR 503 limits were not exceeded for the five reported metals: arsenic, cadmium, chromium, lead, and nickel. This report also supplies daily and monthly averages for combustion hearth temperatures, afterburner temperature, pressure drop, CO, and oxygen.

Mr. Rahimi reported that staff submitted the Title V 2012 Combined 2nd Half Semi-Annual Deviation Report/Annual Compliance Certification to EPA and NJDEP. This report includes all deviations that occurred throughout the reporting year. Included in this report is the high SO₂ levels (OS27) and particulates (OS1) that were experienced during stack testing.

Mr. Goldfarb asked what the implications are for the exceedences and if there are any fines associated with them. Mr. Rahimi indicated that the Authority's consultant is compiling the results of the sulfur analysis conducted. Once completed, a letter will be sent to NJDEP as backup to the affirmative defense submitted previously. Mr. Kantorek explained that the Authority may have to address SO₂ based on the analysis and further testing. Mr. Kantorek indicated that the Authority passed the actual emission portion of the stack test; it was the calculation segment, (the grams of particulates divided by the amount of sludge burned) that SBRSA was slightly above the benchmark. It is possible that SBRSA may need to repeat the stack test for the afterburner for this parameter.

Safety

Mr. Irizarry reported that there were no accidents or injuries reported for the month of January.

Mr. Irizarry indicated that the quarterly Safety Meeting was held on February 21, 2013. A copy of the meeting minutes were provided to the Board.

Mr. Irizarry reported that Travelers Insurance conducted an inspection of the River Road Facility on February 21, 2013. They stated that "we were top notch".

Mr. Irizarry indicated that training for this reporting period included:

- HazCom (Right to Know) with Global Harmonization System (GHS) was provided by JIF for nineteen (19) employees.
- Office Safety training was provided by JIF for sixteen (16) employees.

Mr. Irizarry reported that ongoing projects that are being undertaken at this time:

- Staff is still in the process of replacing lighting with new and more efficient lighting.

Mr. Irizarry indicated that as a result of the fire inspection/report provided by Princeton, SBRSA is required to have the chimney at the River Road plant heat boiler inspected every two years. Staff contracted with Carlin Chimney and Duct Service to clean and inspect the chimney at a cost of approximately \$1,500. The inspection yielded some issues that Carlin recommended that the Authority address. Due to the estimated cost of repairs of approximately \$14,000, staff obtained a second and third opinion. Jameson Chimney conducted their inspection on January 24, 2013 and submitted an estimated quote for repairs of approximately \$33,000. Staff contacted Walsh Chimney and received a quote from them for approximately \$19,000. Carlin has been selected to

perform the repairs. Staff will coordinate with Carlin to have the repairs completed which include the replacement of the liner and installation of two tees, slip connectors, top plate, custom cap and cover.

Mr. Irizarry reported that as required, the fire suppression system must be inspected every five years. The fire sprinkler system internal piping inspection was conducted by Fyr-Fyter on February 19, 2013. The sprinkler inspection at the Disinfection Building passed. However, the sprinkler system at Princeton Pump Station is in need of some repairs to bring it up to code. The 4-inch main check valve does not seat properly and one of the 4-inch main lines has a great deal of mud in it with hard scale build-up. Staff is awaiting quotes for these repairs. A photo was provided to the Board.

494.07 Litigation

The Litigation Report was provided for information. Ms. Alexander indicated that there were no new items to report.

494.08 Operations Report

Mr. Kunert reported that Polymer trials were conducted and completed. The bid opening took place on February 20, 2013 and will be presented tonight in the “New Business” section of the meeting.

Mr. Kunert indicated that staff is continuing to move toward a better operating strategy at the Upstream Facilities. Many adjustments have been made while troubleshooting the settling difficulties the Authority has been experiencing. Through observation, while making these adjustments, staff believes that the operating strategy that it is striving for will ultimately be more forgiving during higher flows while maintaining the ability to meet our effluent discharge permit during normal flows. SBRSA will be operating with a much lower solids level in the aeration basins and have more control over the dissolved oxygen levels through the installation of dissolved oxygen probes in the inner ring of the Orbal Aeration Tanks and with the installation of VFD’s on the second drive on each Orbal Tank. This should provide better control of the dissolved oxygen levels while saving energy. It should also keep SBRSA from over aerating each day during the lower flow periods. A brief discussion regarding nitrates took place.

Mr. Kunert reported that SBRSA is back to alternating the Modified Aeration Tanks at the River Road WWTP (utilizing one tank while the other stays off-line) with the aerators at low speeds. This is done at times since having both tanks on-line removes too much BOD and has a negative effect on the Nitrification System that follows.

Mr. Kunert indicated that the snow events that occurred since the January Board meeting were handled without incident.

Mr. Kunert reported that SBRSA continues to receive sludge cake from Bayshore in addition to our contracted customers. SBRSA anticipates receiving sludge cake from Bayshore for an additional four (4) months, possibly longer.

Odor Report

Staff received no Odor Complaints from our surrounding area during the month of January. No odor complaints were received during the partial February 2013 reporting period. The full February number will be reported in March.

Customer Septage and Sludge Deliveries

The quantities of liquid sludge and sludge cake exceeded their budgeted amounts while the quantity of gray water was below the budgeted amount for the month of January.

Maintenance Report

Mr. Kunert reported that on January 23, 2013, Highland Industrial Turbine was on site to change the oil in the River Road Generator due to high copper levels. This was reported at the January Board meeting. Once the oil was changed it was recommended to operate the generator for several hours and then take another oil sample to send out for analysis. The analysis was returned indicating that the copper levels were low. Another analysis will be performed in approximately six months.

Mr. Kunert indicated that during the switch over to Final Effluent Booster Pump #1 it was found that the breaker located in Motor Control Center #7 was bad. This required a coordinated shut down of all equipment on the Motor Control Center to replace the breaker. Also during the shutdown, another circuit breaker was added for the Automation Uninterrupted Power Supply (UPS).

Mr. Kunert reported that the motor for Modified Aeration Tank #1 Aerator was taken out of service due to a tail shaft vibration. The motor was removed and sent to Lockwood's Electrical Service for repair. The repair included re-machining the rear motor bearing housing and replacing both bearings. The motor was reinstalled and placed into service on January 24, 2013.

Mr. Kunert indicated that Biofilter Blower #2 has been placed back in operation. As reported at the January Board meeting, the unit seized from lack of alternating the units and allowing condensation to build up which seized the shaft. After dismantling and lubricating the blower it was tested and put back into service. These blowers are now alternated three times a week during the winter season.

Mr. Kunert reported that the number of open work requests stand at five (5) with approximately three (3) issued on a daily basis. The Preventive Maintenance graphs show that SBRSA is currently averaging three days (3) overdue and the number of overdue units is approximately forty-five (45).

494.09 Construction Report

Pennington STP Upgrade and Expansion

Ms. Pchola reported that staff met with Kleinfelder on February 12, 2013 to provide their comments and discuss the Draft Copper Water Effect Ratio and Translator Studies for Hopewell and Pennington STP dated January 17, 2013. The final reports were submitted to NJDEP on February 18, 2013. Ms. Pchola indicated that copper limits will likely not be needed at either plant.

Contract 07-1, River Road STP Regenerative Afterburner (RTO)

Ms. Pchola reported that as a result of the latest WESP performance test conducted in November 2012 by Bionomic Industries (BI), staff has made initial contact with BI to discuss particle size and chemical composition of the captured material. This issue needs to be discussed internally prior to any conclusions or request of additional testing by BI.

Contract 10-1, Headworks Project

Ms. Pchola indicated that as of Pay Estimate No. 23 this project is 68% complete. Tomar installed the roof drain system, placed the lightweight concrete, and began the installation of the wood blocking for the EPDM roofing system. Tomar completed the point, patch, and finish of the Dumpster Room interior block walls and applied the block filler (primer). The electricians continue to install conduit in the Screenings Room and Dumpster Room. The masonry subcontractor has completed 98% of the split face block installation on the building exterior. The site work subcontractor completed the installation of the 36-inch and 20-inch force mains and began the installation of the 18-inch Process Drain line. Tomar has completed the installation of the in-tank equipment and blowers for the grit removal tanks and has begun the installation of the 6-inch grit slurry piping from the tanks to the grit slurry pump station. The installation of all slide gates and weirs for the grit removal tanks has been completed and Tomar has begun to brush blast the channel and tank walls in preparation for the application of the protective coating. The installation of the windows and doors for the building has been completed and the final sections of the Influent and Venturi precast concrete chambers were set into place. Tomar is also working on a plan for the influent flow bypass. On February 20, 2013 a representative of the NJDEP Division of Solid Waste was on-site and performed an inspection of the headworks building vapor barrier. No exceptions were noted.

On February 15, 2013 a letter was mailed to Mr. Thomas Mottackal concerning the disposal of the landfill material and additional engineering efforts performed by Kleinfelder/Omni related to the alternate building foundation plan and assistance for an alternative disposal site for the landfill material. A copy of this letter was provided to the Board.

Dr. Downey asked when staff anticipated this project will be completed. Dr. Downey noted that historically odors are more problematic during the summer months. Ms. Pchola indicated that the grit system should be on-line sometime in May and odor control

will be in place for the new grit system. Temporary odor control for the new building will have to be considered until the new biofilters are constructed.

Contract 13-1, Pennington WWTP and Hopewell STP Roof Replacement Project

Ms. Pchola reported that this project was advertised on January 30, 2013 and the pre-bid site visit was conducted on February 6, 2013. As a result of the pre-bid site visit, Addendum No. 1 was issued on February 7, 2013. On February 20, 2013 the bid opening was held and of the fourteen bidding documents distributed, eleven (11) bids were received ranging in price from \$106,000 - \$232,000. The lowest bidder was Munn Roofing Corporation.

The Munn Roofing Corporation submitted all the mandatory documentation. References provided by Munn all responded favorably when asked about the contractor's performance and quality of work.

Staff recommended award of Contract 13-1, Pennington STP and Hopewell STP Roof Replacement project to Munn Roofing Corporation in the amount of \$106,000. So moved by Mr. Morehouse, seconded by Mr. Goldfarb and passed by a roll call vote of 5 to 0. Resolution 2013-08 follows.

Resolution Authorizing the Award of Contract 13-1 Pennington WWTP and Hopewell WWTP Roof Replacement Project To Munn Roofing Corporation

Resolution No. 2013-08

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 the "Pennington WWTP and Hopewell WWTP Roof Replacement Project, Contract 13-1"; and

WHEREAS, sealed competitive bids were received by the Authority on February 20, 2013, as more fully set forth as attached; and

WHEREAS, the Authority has determined that the bid of Munn Roofing Corporation is the lowest bid in the amount of \$106,000; and

WHEREAS, the bid received from Munn Roofing Corporation has been reviewed by the Authority 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 Stony Brook Regional Sewerage Authority has Funds available in its current budget.

NOW, THEREFORE, BE IT RESOLVED by the Stony Brook Regional Sewerage Authority that it hereby awards the contract to Munn Roofing Corporation the

lowest responsive bidder; for the Pennington WWTP and Hopewell WWTP Roof Replacement Project, Contract 13-1 in the amount of \$106,000; 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>
Robert A. Bartolini	X			
Harry Compton	X			
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel				X

**STONY BROOK REGIONAL SEWERAGE AUTHORITY
CONTRACT 13-1 PENNINGTON WWTP AND HOPEWELL WWTP ROOF
REPLACEMENT PROJECT
BID SUMMARY**

<i>Bidder</i>	<i>Bid Amount</i>
Munn Roofing Corporation 3413 Unionville Pike Hatfield, PA 19440	\$106,000
Eastgate Construction Company, Inc. 1218 Stewart Avenue Ocean, NJ 07712	\$111,000
Strober-Wright Roofing, Inc. 1483 Rt. 179 Lambertville, NJ 08530	\$127,700
Integrity Roofing, Inc. 1385 Witherspoon Street Rahway, NJ 07065	\$149,000
RVT Construct, Inc. 90 Dayton Avenue Passaic, NJ 07055	\$157,970
Frank Begg Corporation 12 Penns Trail Newtown, PA 18940	\$179,000
Arista Builders and Designers, Inc. 329 Jackson Mills Road Jackson, NJ 08527	\$179,300
Gen II Contracting Co., Inc. 395A Millstone Road Clarksburg, NJ 08510	\$187,000
Laurant Construction Co., Inc. 3 Meadows Court Pennington, NJ 08534	\$219,200

McMullen Roofing, Inc. 3832 Jasper Street Philadelphia, PA 19124	\$223,418
Elite Quality Maintenance, LLC 8 Noreen lane Wayne, NJ 07470	\$232,000

Contract 13-2, Chemical Storage Tank Replacement Project

Ms. Pchola indicated that staff has prepared the contract documents for this project and it is in final review. It is expected that the project will be bid the end of February and bids will be received in March 2013.

494.10 Finance Report

Payment of Bills and Claims

Mr. Morehouse moved the approval of the payment of bills and claims for the month of January in the amount of \$1,269,866.90 with two signatures instead of three; seconded by Dr. Downey and passed by a vote of 5 to 0.

Treasurer's Report

Mr. Neuhof reported that net income for the two-month period ending January 31st stands at \$72,867 representing an increase of \$33,546. This is attributed largely to excess revenue from liquid sludge and sludge cake. Mr. Neuhof noted that sludge revenue is approximately \$243,000 or 25.2% compared to the budgeted amount of 16.7%. Expenditures were overspent by \$170,000 which includes repairs, operating supplies and trustee services. Mr. Kantorek explained that \$93,000 of the \$170,000 is attributed to projects and supply orders that were not completed in 2012 and were carried over to fiscal year 2013. The Authority has total cash and investments of \$15,520,128 at an average interest rate of 0.25%. The balance of current construction projects is \$12,674,897. Mr. Neuhof noted that there are sufficient funds for these projects. The New Jersey Cash Management Fund yield is 0.07% up from 0.05%.

Mr. Goldfarb asked for an explanation of Total Current Projects Balance versus Current Funding Sources. Mr. Neuhof indicated that the Total Current Projects Balance are capital projects that are going to take place or are in the process of being completed. The Current Funding Sources included funds obtained through Bond Issues, the New Jersey Environmental Infrastructure Trust (NJEIT) and budget surpluses.

Resolution 2013-06, Specifying Proprietary Replacement Parts for the Schwing Pumps

Mr. Neuhof explained the Resolution 2013-06 allows for a proprietary bid for Schwing Pump Replacement parts. Schwing Bioset is the only manufacturer of Schwing parts for the Authority's Schwing Pumps and the parts are "specialized in nature". Mr. Neuhof

noted that the Authority has specified proprietary replacement parts for the Schwing Pump bid for the past several years.

Mr. Neuhof recommended approval of Resolution 2013-06, Specifying Proprietary Replacement Parts for the Schwing Pump bid. So moved by Dr. Downey, seconded by Mr. Compton and passed by a roll call vote of 5 to 0. Resolution 2013-06 follows.

**RESOLUTION OF THE STONY BROOK REGIONAL SEWERAGE
AUTHORITY FOR SPECIFYING PROPRIETARY REPLACEMENT PARTS
FOR THE SCHWING PUMPS**

Resolution No. 2013-06

WHEREAS, the Stony Brook Regional Sewerage Authority (“Authority”) has determined that its existing Schwing Pumps will require parts replacement; and

WHEREAS, to the Authority’s knowledge, there are no manufacturers other than Schwing Bioaset that fabricates parts that are fully compatible with Schwing Pumps; and

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

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

WHEREAS, the Authority has determined that Schwing Bioaset - manufactured parts are of a “specialized nature” because of their unique ability to reliably convey thickened sludge through Schwing Pumps; and

WHEREAS, the Authority has a compelling need to specify the same manufacturer for its spare 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 Schwing Bioaset-manufactured parts overshadows the public benefit of use of “brand name or equivalent”; and

WHEREAS, the Authority’s attorney has reviewed the proposed certification for the specialized nature of the proprietary equipment necessary for the conduct of SBRSA’s affairs and has advised of its applicability and acceptability pursuant to N.J.S.A. 40A:11-13(d) and N.J.A.C. 5:34-9.1.

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

Schwing Pump replacement parts is the manufacturer of the equipment, Schwing Bioset of Somerset Wisconsin.

2. Funds are available for the purchase of spare parts.

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>
Robert A. Bartolini	X			
Harry Compton	X			
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel				X

Resolution 2013-07, Approve State Contract Vendor for the Purchase of a Pickup Truck

Mr. Neuhof indicated that the Authority is in need of a pickup truck and it is included in 2013 budget. The State has a contract with Ditschman Flemington Ford, LLC. The Authority intends to enter into a contract with Ditschman Flemington Ford, LLC for the purchase of a regular cab four-wheel drive F150 pickup truck on State contract.

Mr. Neuhof recommended approval of Resolution 2013-07 for the purchase of the F150 pickup truck in the amount of \$17,250. Resolution 2013-07 was moved by Dr. Downey and seconded by Mr. Compton.

Mr. Goldfarb asked if this is a replacement vehicle or an addition to the Authority's fleet. Mr. Kantorek indicated that it is a replacement for a truck that is no longer functional.

The resolution was passed by a roll call vote of 5 to 0. Resolution 2013-07 follows.

**RESOLUTION AUTHORIZING CONTRACT WITH APPROVED STATE
CONTRACT VENDOR FOR THE PURCHASE OF A PICKUP TRUCK
PURSUANT TO N.J.S.A. 40A:11-12a**

Resolution No. 2013-07

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 a contract with Ditschman Flemington Ford, LLC for the purchase of a regular cab 4 wheel drive Ford F150 pickup truck in the amount of \$17,250 plus the cost of extra keys and shall be subject to all the conditions applicable to the current State contract number T2099.

Now, Therefore, Be It Resolved, that the Stony Brook Regional Sewerage Authority authorizes the Purchasing Agent to purchase the above referenced vehicle, pursuant to all conditions of the State contract; 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 Chief Finance Officer; and

Be It Further Resolved, that the duration of this contract between the Stony Brook Regional Sewerage Authority and the Referenced State Contract Vendor shall be from February 26, 2013 to November 30, 2013.

<u>RECORDED VOTE:</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Robert A. Bartolini	X			
Harry Compton	X			
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel				X

Monthly Sludge Business Analysis

Mr. Neuhof explained that a new copy of the Monthly Sludge Business Analysis was provided to the Board. The copy in the Board book incorrectly lists the sludge cake number in the liquid sludge row. However, the total revenue does not change. Mr. Neuhof reported that net income for the month of January is \$153,112 and the cumulative net income is \$341,090. Gas usage for the month of January was 81,654 therms. The simple remaining payback for the RTO is 2.7 years.

494.11 Personnel Report

The Personnel Report was provided for member information.

494.12 Correspondence

For information

494.13 Old Business

None.

494.14 New Business

Award of Contract

Resolution 2013-05, Award of Contract for the Supply of Polymer

Mr. Kunert reported that sealed bids for the supply of Liquid Polymer were received on February 20, 2013. The results are as follows:

	<u>12-Month Contract</u> Unit cost / Total	<u>24-Month Contract</u> Unit cost / Total
SNF Polydyne Inc.	\$55,732.80 (\$0.85/lb)	\$55,732.80 (\$0.85/lb) \$57,699.84 (\$0.88/lb) \$113,432.64 (2 year Total)
Atlantic Coast Polymers Inc.	\$71,596.80 (\$1.10/lb)	\$71,596.80 (\$1.10/lb) \$73,549.44 (1.13/lb) \$145,146.24 (2 Year Total)
Hercules Inc. .	\$72,460.80 (1.20/lb)	\$72,460.80 (1.20/lb) \$75,480.00 (\$1.25/lb) \$147,940.80 (2 Year Total)
BASF Corp .	\$121,746.24 (0.99/lb)	\$121,746.24 (0.99/lb) \$121,746.24 (0.99/lb)) \$243,492.48 (2 Year Total)

Mr. Kunert explained that the total bid prices are calculated based on the polymer dosage rates experienced during the performance trial and the estimated annual sludge quantities. Due to the changes in the nature of the sludge SBRSA processes, the dosage requirements increase and decrease unavoidably. Because polymer is purchased on a per pound basis, the actual monies spent will be based on the actual amount of polymer used.

The last contract was a two year contract awarded to BASF Corp. for a total two year bid price of \$196,684.80 at \$0.99 per pound for the first year and \$1.09 per pound for the second year.

The lowest responsive bidder's package, SNF Polydyne, Inc. was reviewed and found to be in order. Mr. Kunert recommended approval of Resolution 2013-05, awarding a two year contract to SNF Polydyne, Inc. in the estimated amount of \$113,432.64 at a unit price of \$0.85 per pound for the first year and \$0.88 per pound for the second year. So

moved by Dr. Downey, seconded by Mr. Compton and passed by a roll call vote of 5 to 0. Resolution 2013-05 follows.

**RESOLUTION AWARDING CONTRACT FOR THE SUPPLY OF
POLYMER**

Resolution No. 2013-05

WHEREAS, the 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 the supply of polymer; and

WHEREAS, the following sealed competitive bids were received by the Authority on February 20, 2013, as more fully set forth as follows:

	<u>12-Month Contract</u> Unit cost / Total	<u>24-Month Contract</u> Unit cost / Total
Hercules Inc.	\$72,460.80 (1.20/lb)	\$72,460.80 (1.20/lb) \$75,480.00 (\$1.25/lb) \$147,940.80 (2 Year Total)
SNF Polydyne Inc.	\$55,732.80 (\$0.85/lb)	\$55,732.80 (\$0.85/lb) \$57,699.84 (\$0.88/lb) \$113,432.64 (2 year Total)
Atlantic Coast Polymers Inc.	\$71,596.80 (\$1.10/lb)	\$71,596.80 (\$1.10/lb) \$73,549.44 (1.13/lb) \$145,146.24 (2 Year Total)
BASF Corp	\$121,746.24 (0.99/lb)	\$121,746.24 (0.99/lb) \$121,746.24 (0.99/lb)) \$243,492.48 (2 Year Total)

WHEREAS, the Authority has determined that the bid of SNF Polydyne Inc. is the lowest bid; and

WHEREAS, the bidder, SNF Polydyne Inc. submitted a bid in the amount of \$55,732.80 (\$0.85 per pound) for the first year and \$57,699.84 (\$0.88 per pound) for the second year with a two-year total of **\$113,432.64**; and

WHEREAS, the bid has been reviewed by the Authority to determine compliance with the bid specifications in accordance with the Local Public Contracts Law N.J.S.A. 40A:11-1 et. seq. and has been determined to be in order; and

WHEREAS, there are sufficient funds to provide funding for the contract amount; and

NOW, THEREFORE, BE IT RESOLVED by the Stony Brook Regional Sewerage Authority that it hereby awards a 24-month contract to SNF Polydyne Inc. the lowest responsive bidder; for the supply of polymer in the estimated amount of **\$113,432.64**; 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>
Robert A. Bartolini	X			
Harry Compton	X			
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel				X

494.15 Executive Session

The Board entered into Executive Session at 8:40 pm to discuss the Proposed Agreement with the Union on a motion by Dr. Downey, seconded by Mr. Compton and passed by unanimous vote.

The Agreement had been approved by the Union Membership and was presented to the Board by Mr. John Kantorek. The Agreement was for a three-year period and included annual percentage increases of 1½%, 2% and 2% for fiscal years 2013, 2014 and 2015, respectively. The Agreement also included several new lower salaried level positions and the provision for up to a \$7,000 per year health insurance reimbursement for employees who work at the Authority for twenty-five (25) years or longer and retire at fifty-five (55) years of age or older. These health reimbursements continue through when the retiree is eligible for Medicare or dies. After a discussion by the Board of each of these provisions, the Board closed Executive Session.

494.16 Return to Public Session

The Board returned to Public Session and unanimously approved the proposed Union Agreement.

494.17 Adjournment

As there was no further business to come before the Board, the meeting was adjourned at 9:30 p.m. on a motion by Dr. Downey, seconded by Mr. Compton and passed by unanimous vote.

Respectfully Submitted,

John Kantorek
Secretary

Recorded and Written by
Patricia Carlino
March 14, 2013