

Minutes of Meeting #581, May 18, 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: Christiano, Doelling, Pchola, Sears, Thomas

### **581.01**

Chairman Downey opened the regularly scheduled meeting at 7:06 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 on the Authority's website.

### **581.02 Approval of Minutes**

The minutes from the April 27, 2020 Board meeting were approved as presented on a motion by Mr. Patel, seconded by Mr. Vilaro-Munet and passed by a vote of 6 to 0.

### **581.03 Board Related Activities**

#### **Consultant List**

Ms. Pchola stated that there is one contract pending award that would be discussed in the Construction section.

Ms. Pchola summarized the provided memo for the estimated cost to incinerate sludge using fuel oil versus natural gas. Staff converted the fuel oil usage to therms in order to compare the cost using the same basis. It was determined that it is currently less expensive to burn natural gas.

Additional non-monetary factors were considered, including the following: delivery, odor, limited operating knowledgebase, and SBRSA's current Title V Operating Permit (TVOP), which does not allow SBRSA to incinerate using fuel oil during the summer months (May 1 to September 15). The equipment to operate the incinerator on fuel oil has not been in operation since 1999. Repairs are needed to switch over to fuel oil and a burner re-tuning would be required initially after each switch in fuel type. Staff would be required to switch fuel systems twice a year.

#### **581.04 Planning and Administration**

Ms. Pchola reported that the most current 12-month average daily flow at the River Road WWTP is 9,890,333 gpd with 2,439,941 gpd of available capacity. The current 12-month average daily flow at the Hopewell WWTP is 269,505 gpd with 30,495 gpd of available capacity. The current 12-month average daily flow at the Pennington WWTP is 274,937 gpd and is over capacity by 7,769 gpd.

Mr. Goldfarb inquired about the last time SBRSA received inflow and infiltration (I/I) plans from our municipalities.

Ms. Pchola stated that the last update was about three (3) months ago.

Mr. Morehouse indicated that Hopewell Borough has completed I/I repair on a leaky manhole. In addition to the lower amount of rainfall it appears that there is some I/I reduction.

Mr. Goldfarb requested staff include the linear rainfall trend line to the River Road 12-Month Average Daily Flow graph.

#### **Monthly Flow Transmittal**

Ms. Pchola stated that the monthly meter verifications were performed by staff on April 30 and May 1, 2020. Meter Station No. 7 could not be verified until May 4, 2020 due to the ongoing construction at Alexander Street. All other meters were within  $\pm 5\%$ .

#### **581.05 Approval Requests and Actions**

Mr. Doelling report that the Capacity Assurance Program WQM-007 Form for the Hopewell Wastewater Treatment Plant was submitted to NJDEP April 30, 2020. A copy of this submittal was provided in the report.

Mr. Doelling reported that West Windsor Township's total inoperative flow was updated to include the projected flow of 32,270 gallons per day (gpd) approved last month for the Bear Creek Senior Independent Living Facility.

#### **581.06 Regulatory Report**

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

#### **Discharge Monitoring Report (DMR)/Residual Discharge Monitoring Report (RDMR)**

- The Discharge Monitoring Reports for the month of March 2020 were submitted with no violations reported. The April 2020 DMRs are currently being prepared.

- The February 2020 RDMRs were submitted to NJDEP. All River Road parameters were complaint with the Air Permit requirements. The March 2020 RDMRs are currently being prepared.

### Air Reporting

The 1<sup>th</sup> quarter 2020 Incinerator Sludge Metals Report was submitted to NJDEP on May 5, 2020. There were no exceedances of the monthly, 12-month weighted average and 15-month rolling metals concentration limits, nor the 12- month rolling lead or mercury emission limits.

The 1<sup>st</sup> quarter 2020 Excess Emissions and Monitoring Report was submitted to NJDEP. Incinerator No. 1 operating with AB (OS1) had 5.25 hours, Incinerator No. 1 operating with RTO (OS27) had 3.33 hours, Incinerator No.2 operating with AB (OS3) had 8.66 hours and Incinerator No. 2 operating with RTO (OS28) had 12.58 hours of excess Oxygen emissions (Oxygen <3.0%). Carbon Monoxide (CO) concentrations during these periods were less than 100 ppm<sub>dv</sub> at 7% Oxygen.

Incinerator No. 2 operating with AB (OS3) had twenty (20) hours of Oxygen monitor downtime due to a failed Oxygen monitor calibration. The Carbon Monoxide (CO) data corrected to 7% oxygen during the same time period was invalid. Therefore, 20 hours of CO monitor downtime is also reported. The total hours of monitor downtimes were less than 10% of the total source (OS3) operating hours.

On May 8, 2020, staff replied to an NJDEP request for information regarding a number of NJDEP Hotline calls during the first quarter of 2020. The NJDEP letter and our response letter was provided in the report.

### Laboratory

The laboratory has achieved acceptable results for all parameters in the NJDEP 2020 Proficiency Testing (PT) study from ERA (PT provider). The NJDEP Office of Quality Assurance (OQA) needs to validate the results.

### **581.07 Safety**

Ms. Pchola provided an update on the staffing schedule and operating procedures in place to meet the CDC Guidelines for COVID-19. SBRSA received masks from the Federal Emergency Management Agency (FEMA). The masks have been distributed to staff. Employees will be permitted to purchase additional personal masks that they feel comfortable wearing. SBRSA will reimburse the employee up to twenty-dollar (\$20.00) for their personal mask purchase. Staff will continue to monitor and adjust procedures and staffing, as necessary.

Ms. Pchola stated the current operating plan is to have all managers return to their regular schedules starting May 25, 2020. All other employees will return to their five-day work week schedules the week of May 31, 2020 with modified start times in order to stagger the number of employees in the locker room.

There were no Board members comments on the Safety Report. 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 May 13, 2020, Stony Brook Regional Sewerage Authority has gone 1402 consecutive days without a “Lost Time” accident. Attached is an up to date graph depicting the historic annual trends of “Lost Time” and “No Lost Time” accidents and injuries.

### 2019 Annual Inspection Report

Staff continues to address priority items highlighted during the 2019 Annual Inspection. Provided was a spreadsheet summarizing their status.

### Training

Two (2) employees attended a fire safety training webinar conducted by Brown & Brown on April 21, 2020.

Four (4) employees attended a Hazard Communication training webinar conducted by Brown & Brown on May 4, 2020.

### Miscellaneous

Staff continues to participate in COVID-19 web-conference check-in meetings hosted weekly by the New Jersey Association of Environmental Authorities (AEA). We are continuing to monitor COVID-19 news and notifying employees of the latest information.

Despite reported shortages, staff is currently able to maintain adequate supplies of critical items such as masks and hand sanitizer. Staff recently purchased hand sanitizer from a local distillery in Hopewell Township.

Staff attended the AEA quarterly safety meeting on April 17, 2020. When the meeting minutes are available staff will provide them to the Board.

There were no reports of any employees having been exposed to COVID-19 during this reporting period.

### **581.08 Operations Report**

Mr. Goldfarb noted that there was an increase in the Sludge Cake received at the River Road WWTP.

Mr. Sears stated that the increase of Sludge Cake was due to a new customer, Raritan Township MUA.

Mr. Goldfarb was concerned that the business closures in our service area may have impacted the amount of liquid sludge being received at the River Road WWTP.

Mr. Sears stated that when comparing April 2019 to April 2020 there was no significant change in the amount of liquid sludge being received at the River Road WWTP.

Dr. Downey stated that there were no odor complaints during this reporting period.

The Board had no additional 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.

We continue to operate on a modified schedule in the Operations Department due to the COVID-19 epidemic.

On May 7, 2020, Chavond-Barry inspected Incinerator No. 2. Staff received the inspection report which is currently being reviewed by staff.

All four chlorine contact tanks and re-aeration tanks have been pumped down, cleaned, and returned to service.

All six multi-media filter beds were cleaned using sodium hypochlorite.

### Upstream Facilities

Both Upstream Facilities operated well during this reporting period.

On April 30, 2020 at approximately 14:38 hours we experienced a power outage at our Pennington WWTP. The emergency generator started as designed supplying the facility with power for approximately nine minutes before commercial power was restored. All of the equipment restarted with the exception of three disc aerators and a sludge return pump. This condition lasted approximately 16 hours. The Operator assigned to this facility arrived at work at 06:30 the following morning on May 1, 2020 and restarted the equipment immediately. During this 16-hour period we were partially treating biologically due to this equipment not restarting. Staff did everything necessary and had the process functioning normally within a few hours. The goldfish in Clarifier No. 1 were unharmed by this event. Staff performed our monthly sampling on May 4 and May 5, 2020 and all results were well within permit limits. Staff have added a reminder to the daily worksheet for the Lead Operators and Acting Lead Operators to check the Upstream Facilities and Pumping Stations via the SCADA system every few hours to be sure all necessary equipment is running. The NJDEP Hotline was notified. This incident was also discussed with our NJDEP Enforcement Officer and a follow up e-mail describing the event and confirming our discussion was written and sent.

## Odor Report

Staff received no Odor Complaints from our surrounding area during the month of April 2020. We received no odor complaints during the partial May 2020 reporting period. The full May number will be reported in June 2020. The odor complaints appear on the graph showing the number of odor complaints received each year from January 1997 through present day May 2020.

## Customer Septage and Sludge Deliveries

Reported for the month of April 2020 the quantity of liquid sludge was 0.10% above the budgeted amount, sludge cake was 45% above the budgeted amount, and gray water was 2% above the budgeted amount.

## **581.09 Maintenance**

Mr. Goldfarb inquired about SBRSA's employee safety concern procedure.

Ms. Pchola stated that an employee can notify management of any safety concern issue or the employee can submit a work request.

The Board had no additional comments on the Maintenance Report. The following Maintenance Report was included in the meeting minutes for information.

On April 6, 2020 Ash Hopper Feed Screw No. 3 was removed from service due to ash leaking from a bearing. After further inspection, the ash conveying system was temporarily removed from service with no Incinerator down time. The damaged bearing was replaced with a new bearing from inventory, tested for proper operation and placed back into service.

While performing monthly generator maintenance at the River Road Facility on the Turbine Generator the unit failed to start in the test mode. A 24-volt direct timer relay was found to be losing contact intermittently inside the control cabinet. The unit was removed from service and a new timer relay was ordered. On April 9, 2020, a technician from Highland Industrial Turbine Service was onsite to replace the bad relay and then tested the generator. Both generators were then tested under a no-load scenario and placed back into auto.

The Operators reported poor lighting conditions in the wet well side of South Brunswick Pump Station making entry and surveillance difficult. New Hazardous L.E.D. fixtures were installed on April 28, 2020 to upgrade the output of the lighting system and to create a much safer environment to work in.

Provided were several graphs that monitor our monthly progress. The current average monthly open work requests stand at seventeen (17). On the Preventive Maintenance graphs, we currently are averaging four (4) days overdue and the number of overdue units is approximately six (6).

In addition to the graphs, provided was a list of completed Work Orders and Preventive Maintenance for the month of April 2020.

**581.10 Construction Report**

Mr. Doelling reported that there are two action items being presented for approval. The first item is a contract is for the Odor Sampling and Evaluation to be performed by TRC. TRC’s annual odor study proposal is for \$19,325 as indicated in the provided proposal from last month. TRC has confirmed that they will have the proper equipment available to perform the sampling safely amid the COVID-19 pandemic. The odor evaluation lab will be available. However, with the response to COVID-19 and return to work procedures still evolving, assembling the odor panel presents itself as a potential complicating factor. As discussed at last month’s Board meeting, TRC’s ability to use lower labor classification staff to perform the sampling similar to the 2019 study is dependent upon TRC’s staff availability at the time of the project. TRC proposed estimate is for a higher-level classification. SBRSA will be billed at the rate for the classification that performs the odor sampling. If a lower classification staff is available, TRC will use that staff. Staff recommends approval of this contract as indicated in Resolution 2020-027, Authorizing the Award of a “No Political Contributions Allowed” Contract to TRC for Odor Sampling and Analysis at the River Road WWTP. Resolution 2020-027 was moved by Mr. Morehouse, seconded by Ms. Switlik and passed by a roll call vote of 6 to 0. Resolution 2020-027 follows.

**Resolution Authorizing the Award of a “No Political Contributions Allowed” Contract to TRC for Odor Sampling and Analysis at the River Road WWTP**

**Resolution No. 2020-027**

**WHEREAS**, the Stony Brook Regional Sewerage Authority (SBRSA) has a need for the continuation of odor sampling in the summer of 2020 at River Road Wastewater Treatment Plant (WWTP) and two (2) off-site locations; and

**WHEREAS**, the analysis will be used as a comparison to the analysis that was conducted in 2009 through 2019 to determine the odor characteristics at the River Road WWTP; and

**WHEREAS**, TRC has conducted this sampling and analysis in 2009 through 2019 and for continuity and consistency of the data TRC should conduct the sampling and analysis in 2020; and

**WHEREAS**, the term of this contract will take place during SBRSA’s FY 2020; and,

**WHEREAS**, the Chief Finance Officer has determined and certified in writing that the value of the work for this contract will exceed \$17,500; and

**WHEREAS**, TRC has submitted a proposal dated March 2, 2020 indicating they will provide the sampling and analysis on a time and materials basis not to exceed \$19,325 without prior written approval from SBRSA; and

**WHEREAS**, TRC has completed and submitted a Business Entity Disclosure Certification for FY 2020 which certifies that TRC has not made any reportable contributions to a municipal political party committee of a governing body that appoints members to the Stony Brook Regional Sewerage Authority including Princeton, South Brunswick Township, West Windsor Township, Hopewell Borough, Hopewell Township and Pennington Borough in the previous one year, and that the contract will prohibit TRC, from making any reportable contributions through the term of the contract, and

**WHEREAS**, the CFO has certified funds are available in the 2020 Budget Service Contracts/Outside Services line account 4000-3511.

**NOW THEREFORE, BE IT RESOLVED** that the Board of the SBRSA authorizes the Chairman to enter into a contract with TRC as described herein.

Recorded Vote:

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

Mr. Doelling reported that the 2020 annual inspection is scheduled for May 26 and May 27, 2020. Staff will accompany the inspectors.

Mr. Doelling reported that for the River Road WWTP UV Disinfection/Filtration Project staff is recommending approval for a proprietary purchase of programmable logic controllers (PLC). The revised resolution presented to the Board added clarifying language.

Mr. Doelling reported that the control systems for the new disc filters and the new UV disinfection system have been specifically designed utilizing the GE RX3i PLC. The GE RX3i PLC will interface seamlessly with the existing facility-wide SCADA system that has been specifically configured to interface /communicate with GE PLC's. To ensure that the contractor for the project provides the specified PLC, the Authority is required to adopt a resolution authorizing the proprietary purchase of the GE PLC equipment. The memorandum dated May 14, 2020 provided, contains further details and justification for the proprietary purchase. SBRSA has invested many hours of staff training with the GE PLCs and strongly recommends the proprietary equipment. Staff recommends approval of Resolution 2020-037, Resolution for the Proprietary Purchase of Programmable Logic Controller (PLC) for the River Road WWTP Effluent Filtration and UV Disinfection Project, Contract 19-2.

A discussion took place regarding the PLC. The PLC being purchased is to monitor the new system, it is not modifying the equipment manufacturer's design platform system.

Resolution 2020-037 was moved by Mr. Morehouse, seconded by Mr. Vilaro-Munet and passed by a roll call vote of 6 to 0. Resolution 2020-037 follows.

**Resolution for the Proprietary Purchase of Programmable Logic Controller (PLC) for the River Road WWTP Effluent Filtration and UV Disinfection Project, Contract 19-2**

**Resolution No. 2020-037**

**WHEREAS**, the Stony Brook Regional Sewerage Authority (“Authority”) plans to construct a new UV Disinfection Building, a new Disc Filter Building, demolition of existing structures and equipment, installation of new backwash return pumps, installation of Nitrification Settling Tank effluent launder covers, and installation of tank covers the River Road Wastewater Treatment Plant under Contract 19-2, River Road WWTP Effluent Filtration and UV Disinfection Project; and

**WHEREAS**, as part of the treatment plant upgrade, two (2) new programmable logic controllers (PLC) will be installed, one (1) in the UV Disinfection Building and one (1) in the new Disc Filter Building; and

**WHEREAS**, the new PLC’s will be integrated into the existing plant-wide Supervisory Control and Data Acquisition (SCADA) system to allow control and monitoring of the new systems; and

**WHEREAS**, the operation of the existing plant-wide SCADA system is designed and configured to operate with the GE 9030 PLC; and

**WHEREAS**, the GE 9030 PLC, manufactured by GE, was moved to “Discontinued Status” by the manufacturer January 1, 2018 and is no longer supported; and

**WHEREAS**, the recommended replacement for the GE 9030 PLC is the GE RX3i PLC as manufactured by GE, and

**WHEREAS**, the integration of the new facilities’ PLC’s into the existing SCADA system is critical to the proper operation of the treatment facility and maintaining compliance with the NJDPES permit requirements; and

**WHEREAS**, for consistency in both training and operation and maintenance of the equipment, the desired preference is to have the PLC equipment supplied by the existing manufacturer; and

**WHEREAS**, for the reasons set forth in the attached certification dated May 14, 2020, the GE RX3i PLC is of a specialized nature necessary for the conduct of its affairs because of the ability to integrate with the existing plant-wide SCADA system and the use of a product other than the GE RX3i PLC will undermine the functionality and operational performance of the existing SCADA system; and

**WHEREAS**, the Authority therefore has a compelling need to purchase the same manufacturer as the existing PLC 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 where the proprietary designation overshadows the public benefit of use of “brand name or equivalent”; and

**WHEREAS**, the Authority’s attorney Marazeti Falcon, LLP have reviewed the May 14, 2020 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 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 and for all the reasons set forth in the attached certification dated May 14, 2020, the only acceptable manufacturer for the replacement of the existing GE 9030 PLC is the GE RX3i PLC and use of a product other than the GE RX3i PLC will undermine the functionality and operational performance of the existing SCADA system.
2. Funds are available for the purchase and installation of the PLC equipment in the capital budget.
3. 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 the following in reference to the River Road Sludge Hopper Feed Screw Replacement Project. On April 30, 2020 GHD provided the final preliminary design report and has begun work on the 90% plans and specifications. As requested by staff, GHD will complete an internal inspection of the storage hopper. If the inspection reveals conditions that should be addressed, the work will be added to the scope of the project. A cost proposal for the requested inspection and additional design scope, if needed, are being prepared. GHD expects to submit the 90% plans and specifications by mid-June 2020.

Mr. Doelling reported the Pennington WWTP Upgrade and Expansion project is currently 87.5% complete and CMS continues to work on the plant's readiness to switch to a single Orbal tank that will allow the contractor to complete construction to make the then off-line Orbal tank larger.

CMS has encountered problems with equipment start up and system integration, which have slowed progress. While progress has been made, the completion date for operating with the expanded capacity of one Orbal Tank has been revised to July 2020.

Mr. Doelling reported that Heritage at Pennington have been notified by email that the project has been delayed.

There were no additional comments from the Board. The following Construction Report (including the Information Technology Report) is included in the meeting minutes for information.

***Contract 18-3 Millstone Pump Station Odor Control Improvements:*** As of Payment Application No. 4 this project stands at 52% complete. Over the past reporting period BR Welding demolished the existing odor control fan and wet well ductwork, installed reinforcing and placed concrete for the new high plume fan (HPF) pad, installed the new HPF, two new plenums, and all ductwork for the HPF. The electrician installed conduit and wire and the two new local control panels, modified the existing MCC cubicles for the new equipment and wired the HPF. On May 8, 2020, the manufacturer's representative completed start-up and conducted training on the new HPF. BR Welding removed the spent carbon from the existing scrubber and installed 50% of the wet well FRP ductwork for the new odor control absorber.

### **Small Capital Projects**

**Contract 20-1: Inspection and Cleaning of the Millstone and Stony Brook Interceptors:** No progress has been made on this project. The contractor, National Water Main Cleaning Co. and staff continue to monitor weather conditions weekly and will schedule the inspection of the interceptors as soon as weather conditions allow the soil in the easements to dry out and stabilize.

### **Process Control/SCADA**

The monthly meter verifications were performed by staff on April 30 – May 1, 2020. Meter Station 7 could not be verified until May 4, 2020 due to ongoing construction at Alexander Road/Street. Preventative maintenance was completed for all field devices and process control loops.

***Plant Influent Flow Meter:*** SBRS 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. The expected ship date for the new ABB Plant Influent low-side flow meter is May 18, 2020.

### ***Miscellaneous Repair:***

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

- Replaced failed components and wires in the Marshalling Cabinet for the Continuous Emissions Monitoring System's (CEMS) heated valve box.

- New process pressure gauges were installed on the CEMS units to monitor sample vacuum and pressure.
- Effluent Filter No. 1 was experiencing problems with effluent and backwash flow rate control. Both valve actuator solenoids were rebuilt to restore normal operation.
- The Variable Frequency Drive (VFD) for polymer pump #1 was replaced due to a permanent failure of its control electronics.
- Staff replaced a failed magnetic positioning switch for the slide gate on the ash handling system's discharge chute.
- Installed a new pressure regulator for the instrument air system on Hearth 7 of Incinerator No. 1.
- Designed, planned, and initiated the study of a new method of secure communication between SBRSA's meter stations, pump stations, and WWTPs using a machine-to-machine network over cellular 4G LTE. This upgraded system is needed because of our current communications provider's efforts to discontinue service of existing aged infrastructure (copper line telephone service). The new 4G LTE based system will also include a new PLC for each meter station. Once completed, we will experience an increase of communication uptime with the added benefit of cost savings over the existing copper line telephone service.

## **Information Technology**

### **General**

Preventative maintenance was completed for all devices and services. Staff continues to monitor network performance.

After our anomalous network behavior in the recent months, IT reached out to GE Support for debugging issues with repeated false SCADA alarms reported by our Operators. GE provided changes have been applied to all SCADA nodes. Additionally, upgraded RAM was installed on a server with no issues and the network has been stable this reporting period.

### **581.11 Finance**

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

Mr. Goldfarb moved for approval of Resolution 2020-039 for the payment of bills and claims in the amount of \$1,051,183.85 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 2020-039 follows.

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

#### **Resolution No. 2020-039**

**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 \$1,051,183.85 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. Sears reported net income for the five-months of 2020 fiscal year, ending April 30, 2020, was \$295,885. The Authority has total cash and investments of \$12,666,522. The current construction projects balance is \$3,382,120. There are sufficient funds for these projects. The outstanding bond principal balance is \$16,235,214.

Monthly Sludge Business Analysis

Mr. Sears reported the monthly net income figure for the month of April is \$147,025 and the cumulative net income is \$538,142.

Mr. Goldfarb requested the general schedule for next year's budget be presented at the June Board meeting.

**581.12 Personnel Report**

Ms. Pchola reported that there was one change to the personnel staffing this reporting period. Mr. Lang Funchers retired on April 30, 2020. Mr. Funchers was with the Authority for 42 years and filled the Lead Operator position.

**581.13 Correspondence**

No correspondence was provided this month.

**581.14 Old Business**

There was nothing to report.

**581.15 New Business**

Ms. Pchola reported that on May 13, 2020 staff received three (3) bid for Hauling Liquid Sludge from the Upstream Facilities. The bid results were provided in a memo. Staff recommends award of a two (2) year contract to Russell Reid for a price of \$175,000. The unit cost is on a per gallon basis for an estimated 2,500,000 gallons of sludge hauled from the Upstream Facilities per year. Staff recommends approval of Resolution 2020-041, Awarding Contract for Hauling Liquid Sludge to Russell Reid. Resolution 2020-041 was moved by Ms. Switlik, seconded by Mr. Vilaro-Munet and passed by a roll call vote of 6 to 0. Resolution 2020-041 follows.

**Resolution Awarding Contract for Hauling Liquid Sludge**

**Resolution No. 2020-041**

**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 hauling of liquid sludge; and

**WHEREAS**, the following sealed competitive bids were received by the Authority on May 13, 2020 as more fully set forth as follows:

	<b><u>12 Month Contract</u></b> Unit cost / Total	<b><u>24 Month Contract</u></b> Unit cost / Total
Franc Environmental Inc.	\$0.0365 / \$91,250.00	\$0.0365 / \$91,250.00 (1 <sup>st</sup> year) \$0.0385 / \$96,250.00 (2 <sup>nd</sup> year) <b>Total 2 year = \$187,500.00</b>
Freehold Cartage, Inc.	\$0.053 / \$132,500.00	\$0.053 / \$132,500.00 (1 <sup>st</sup> year) \$0.053 / \$132,500.00 (2 <sup>nd</sup> year) <b>Total 2 year = \$265,000.00</b>
Russel Reid	\$0.0345 / \$86,250.00	\$0.0345 / \$86,250.00 (1st year) \$0.0355 / \$88,750.00 (2nd year) <b>Total 2 year = \$175,000.00</b>

**WHEREAS**, the Authority has determined that the bid of Russel Reid is the lowest bid; and

**WHEREAS**, the bidder, Russel Reid submitted a bid in the amount of \$86,250.00 (\$0.0345 per gallon) for the first year, and \$88,750.00 (\$0.0355 per gallon) for the second year for a total of \$175,000.00 for twenty-four (24) months; 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 the same have been determined to be in order; and

**WHEREAS**, the CFO has certified funds are available in the 2020 Budget Ash/Grit/Sludge Removal line account 3000-4509. Only amounts for the 2020 Budget Year have been certified. Amounts for future years are contingent upon sufficient funds being appropriated; and

**NOW, THEREFORE, BE IT RESOLVED** by the Stony Brook Regional Sewerage Authority that it hereby awards a 24-month contract to Russel Reid the lowest responsive bidder; for hauling liquid sludge; 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			

**581.16 Open to the Public**

Chairman Downey opened the public portion of the meeting. As there was no one from the public present or on the teleconference, the public portion of the meeting was closed.

**581.17 Litigation**

Ms. Alexander reported that NJDEP issued the preliminary draft NJPDES permit for SBRSA's Pennington WWTP on May 15, 2020.

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

Nothing reported.

**581.19 Executive Session**

The Board entered into Executive at 7:36 p.m. on a motion by Ms. Switlik, seconded by Mr. Vilaro-Munet and passed by a roll call vote of 6 to 0. Resolution 2020-040 follows

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

**Resolution No. 2020-040**

**BE IT RESOLVED** by the Stony Brook Regional Sewerage Authority (“Authority”) on this 18<sup>th</sup> day of May 2020, as follows:

1. The Authority shall adjourn to executive session in accordance with N.J.S.A. 10:4-12(b)(7), being the Open Public Meetings Law, in order to discuss anticipated litigation relevant to issues involving the draft NJPDES permit for the Hopewell STP.
  
2. The minutes of the executive session will be released to the public in the event of successful negotiations or, in the event of litigation, the minutes shall be available to the public upon: the issuance of an unappealable Order of a Court of competent jurisdiction; upon settlement of all issues in the matter; or the failure to institute litigation after the passage of reasonable time.
  
3. This Resolution shall take effect as provided by law.

Certified to be a true copy of a Resolution enacted at a duly convened public meeting of the Stony Brook Regional Sewerage Authority on May 18, 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			
Miguel Vilaro-Munet	X			

Report of Executive Session

A discussion took place regarding the draft Hopewell WWTP NJPDES permit.

Return to Public Session

The Board returned to Public Session at 7:51 p.m. on a motion by Mr. Goldfarb, seconded by Mr. Morehouse and passed by unanimous vote.

Dr. Downey presented on a motion that the June Board meeting be held via teleconference. The motion was moved Mr. Goldfarb, seconded by Mr. Vilaro-Munet passed by unanimous vote.

**581.20 Adjournment**

As there was no further business to come before the Board, the meeting was adjourned at 7:52 p.m. on a motion by Mr. Goldfarb, seconded by Mr. Morehouse and passed by unanimous vote.

Respectfully Submitted,

Antonia Pchola  
Secretary

Recorded and Written by  
Angela Christiano  
June 8, 2020