

Minutes of Meeting #474, May 23, 2011 – Stony Brook Regional Sewerage Authority

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

MEMBERS PRESENT: Bartolini, Compton, Downey, McKinnon, Miller Morehouse

MEMBERS ABSENT: Patel

CONSULTANTS: Alexander

STAFF PRESENT: Bixby, Carlino, Coleman, Hess, Ireland, Kantorek, Kunert, Pchola, Rahimi, Redding

474.01 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 Borough Hall Bulletin Board.

474.02 Approval of Minutes

The minutes from the April 25, 2011 Board meeting were approved as presented on a motion by Mr. Morehouse, seconded by Mr. McKinnon and passed by a vote of 5 to 0. Dr. Downey abstained.

474.03 Board Related Activities

Impacting Economic Expansion and Retention in New Jersey: A Land Use Perspective

Chairman Bartolini indicated that Plansmart NJ in conjunction with the New Jersey Business and Industry Association, the New Jersey Chamber of Commerce and NAIOP New Jersey Chapter is holding a conference on “Land Use Perspective” on June 3, 2011.

Consultant List

The consultant list was provided for information. Mr. Kantorek indicated that there are two contracts pending award tonight.

474.04 Planning and Administration

Mr. Kantorek reported that the most current 12-month average daily River Road plant flow is 9,139,584 gpd with 1,104,148 gpd of approved but inoperative flow for a total committed flow of 10,243,732 gpd with 2,816,268 gpd or 21.56% of available capacity.

The most current 12-month average daily flow at the Hopewell Plant is 232,908 gpd with no inoperative flow, for a total committed flow of 232,908 gpd with 22.36% or 67,092 gpd of available capacity. The Pennington Plant presently has 246,937 gpd as the most current 12-month average daily flow, with 13,865 gpd of approved but inoperative flow, for a total committed flow of 260,802 gpd, with 39,198 gpd or 13.07% of available capacity. Mr. Kantorek noted that the inoperative total for the Pennington Plant is the unused portion of Bristol-Meyer Squibb approved flow.

Mr. Kantorek indicated that due to the recent rainy weather conditions, the 12-month average flows will begin to increase. For the month of May thus far, the average flow at River Road is 10.8 mgd and it is anticipated that the 12-month average flow will increase by approximately 150,000 gpd.

Monthly Flow Transmittal

The monthly flow transmittal for April was provided for information.

Mr. Kantorek indicated the following adjustment:

The meter verification conducted at the Pennington STP on May 2nd indicated that the influent meter was reading high by 3.03%. The meter verification conducted on April 1st indicated that the meter was reading high by 1.58%. The meter data (with the exception of April 17th and 18th) was adjusted downward by 2.3% which is the average of the April and May meter verifications.

The Pennington STP influent meter data for April 17th and 18th had several hours where the meter was at its maximum capacity. Review of the effluent meter data indicated that on April 17th although the meter was reading at its maximum capacity, the duration was much less than the data from the influent meter on that day. Review of the effluent meter data on April 18th indicated that the meter was not at its maximum capacity. Therefore, the effluent meter data was used for April 17th and 18th.

474.05 Approval Requests and Actions

TWA-1 Approvals

Ms. Pchola reported that staff received a NJDEP Discharge to Surface Water Permit application for the High Performance Computing Research Center located in Plainsboro Township. The application is for the discharge of non-contact cooling tower blowdown to surface water. The application was sent to SBRSA for comments to be considered by the NJDEP. There are no actions or comments from SBRSA as there will be no discharge to any SBRSA facilities. The proposed "process" discharge is to an un-named tributary to the Delaware & Raritan Canal.

Time Extensions

None.

NJPDES Endorsements Requested

None.

Water Quality Management Plan Amendments

None.

Allocated Flow Update

None.

474.06 Regulatory Report

Discharge Monitoring Report (DMR) and NJPDES Compliance

Mr. Rahimi reported that the Discharge Monitoring Reports for the month of April were submitted to the NJDEP. No violations were reported.

Mr. Rahimi indicated that the River Road Quarterly Effluent Surface Water Discharge Waste Characterization Report was submitted for the quarter ending April 30, 2011. This report provides data for a select list of nine priority pollutants which have been historically detected in the plant's effluent.

The results of the first event of the second round of Low Level Mercury (EPA 1631E) Monitoring Program were submitted to NJDEP.

Residual Discharge Monitoring Reports

Mr. Rahimi reported that the February Residuals Discharge Monitoring Reports were submitted to NJDEP. All River Road parameters were compliant with the Air Permit requirements. The March Residuals Discharge Monitoring Reports are currently being prepared.

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

Air Reporting

Mr. Rahimi indicated that the 1st quarter Incinerator Sludge Report was submitted to NJDEP. There were no exceedances reported for the monthly and rolling-12-month averages for metals in the sludge fed to the incinerator.

The Annual Emission Statement for Title V was prepared by CBE and submitted to NJDEP on May 16, 2010. Mr. Rahimi noted that staff obtained most of the data for the report.

Mr. Rahimi reported that two Relative Accuracy Test Audit (RATA) for CEMS No. 1 were conducted (using Incinerator No. 1) on May 10th one using the afterburner and one using the RTO. The RATA for CEMS No. 2 is scheduled for June 8th and 9th after the repair work on Incinerator No. 2 is completed.

Safety

Mr. Rahimi reported that the Loss Control Survey Report was received from the JIF Inspector. As indicated in the report prepared by the Senior Loss Control Consultant, "Your safety program continues to show tremendous improvement. Housekeeping has dramatically improved and the safety committee is very proactive."

The following safety training was provided during this reporting period: Personal Protective Equipment and Right-to-Know.

Laboratory

The Laboratory has received acceptable results for all parameters in NJDEP's Water Pollution Proficiency Testing (PT) samples for the year 2011.

On May 6, 2011 staff completed sampling for the second event of the second round of Low Level Mercury (EPA 1631E) Monitoring Program.

474.07 Litigation

The Litigation Report was provided for information.

Ms. Alexander noted that there were no changes to the report.

474.08 Operations Report

Mr. Kunert reported that the four storm drains that were becoming structurally unsound at the River Road WWTP have been replaced. The work was performed by Waters & Bugbee.

Mr. Kunert indicated that all the final effluent tanks, which includes four Chlorine Contact Tanks and four re-aeration tanks, have been pumped down, cleaned and placed back into service. Mr. Kunert noted that the effluent is very clear.

Mr. Kunert indicated that the chemical feed room doors at both upstream facilities have been replaced. These rooms house the sodium hypochlorite and sodium bisulfite storage tanks and feed equipment. Due to the corrosive nature of these two products, most metals corrode when contact occurs with the product vapors, thus the hinges, latches and closures on the doors were badly corroded. The door replacement was performed by

Jammer Doors. Much of the metal conduit in these rooms will also be replaced with PVC. That work will be performed in-house.

Mr. Kunert reported that on May 1, 2011 the operator assigned to the upstream facilities noticed a petroleum odor and oily slick (most likely #2 fuel oil/home heating oil) on the surface of the wastewater entering the Pennington STP. Mr. Kunert indicated that he visited the facility that morning to confirm the findings. The incident was reported to the DEP Hotline that morning. The police department was also contacted to inquire if there were any recent spills in the area. No spills had been reported. Staff decided to take a wait and see approach to see if the problem still existed the following morning.

On May 2, 2011 staff contacted SBRSA's DEP Enforcement Officer, the Pennington Borough Public Works Department and the Hopewell Township Health Department. On May 4, staff contacted Montgomery Township Health Department to explain the situation and what actions SBRSA had taken. The Health Department indicated that tax records would be reviewed in an attempt to identify homes that are heated by fuel oil.

Staff worked with the Pennington Public Works Department looking down manholes for signs of oil. The two pumping stations within the Borough showed no signs of oil which helped eliminate the sections of the Borough that flowed into these stations. Mr. Kunert indicated that staff will closely monitor the situation.

Odor Reports

Mr. Kunert reported that staff received no odor complaints from our surrounding area during the month of May and no odor complaints for the partial month of June.

Customer Septage and Sludge Deliveries

The monthly quantities of sludge cake and gray water exceeded the budgeted amounts, while quantities of liquid sludge were below the budgeted amount.

474.09 Construction Report

2011 Annual Inspection

Ms. Pchola reported that representatives from AECOM were on site Thursday, May 12, 2011 and completed the mechanical and operational inspection of the downstream facilities. The Upstream facilities and all electrical inspections will be scheduled for sometime later this month.

Second Quarter RATA

Ms. Pchola indicated that the 2nd quarter RATA for Incinerator No. 1 was successfully completed by ITS on May 10, 2011. Due to issues with the internal refractory on Incinerator No. 2, the RATA was not able to be completed for that incinerator. The Operations Department is in the process of having Incinerator No. 2 inspected and repaired.

Once completed, the RATA will be conducted on Unit No. 2. That test is tentatively scheduled for June 8th and 9th.

Mercer County Wastewater Management Plan (WMP)

Ms. Pchola noted that discussions with Mirah Becker, Middlesex County Supervising Planner for the Middlesex County Wastewater Management Plan, indicated that a partial “rough” draft was submitted to NJDEP on April 7, 2011; however, the County is not providing this information to anyone at this point. The County expects to “re-do” their build-out analysis. Ms. Becker has the contact information for SBRSA and will provide us with a copy of the plan once it has been reviewed by NJDEP and the County has had the opportunity to revise the plan. Staff is in the process of reviewing the Mercer County WMP.

Odor Control Facilities

Ms. Pchola reported that staff has prepared a summary of all capital projects that included odor control as part of the project. In addition, a summary was prepared of the estimated operation costs for odor control including natural gas used for the afterburner. The afterburner was originally constructed for odor control (it was only later that NJDEP required the afterburner for pollution control). Staff has also included costs for chemicals used on site for odor control.

The estimated cost spent for odor control since 1980 is approximately \$9,300,000.

Sludge Cake Odor Control Unit

Ms. Pchola indicated that staff has authorized Calgon to proceed with the carbon change out for the Sludge Cake Receiving Facility odor control unit. Calgon is in the process of ordering materials and when all the materials are received, the media change out will be scheduled.

Resolution 2011-17, Award of a “No Political Contributions Allowed” Contract to AECOM for the Design of the Replacement Motor Control Center for E-2A

Ms. Pchola explained that the existing Motor Control Center (MCC) E-2A (located outdoors near the liquid receiving station) is badly corroded; the electrical buckets are misaligned and compromise working on the unit safely. The MCC was installed in 1983 and needs to be replaced. This MCC supplies power to the liquid sludge receiving station and one of the hypochlorite odor control units. Staff requested that AECOM provide SBRSA with a proposal for the design of the replacement of the MCC. AECOM will provide the drawings, technical specifications, and review of the shop drawings as appropriate (see attached proposed scope of work). The fee for this project is \$8,980 as indicated in Resolution 2011-17. The estimated construction cost for this project is \$65,000 (as provided by an electrical contractor).

Staff recommended approval of Resolution 2011-17 awarding a “No Political Contributions allowed” contract to AECCOM for the design of the replacement of Motor Control Center (MCC) E-2A. So moved by Dr. Downey, seconded by Dr. Miller and passed by a roll call vote of 6 to 0. Resolution 2011-17 follows.

Resolution to Award of a “No Political Contributions Allowed” Contract to AECOM for the Design of the Replacement of Motor Control Center E-2A

Resolution No. 2011-17

WHEREAS, the Stony Brook Regional Sewerage Authority (SBRSA) has a need for the replacement of Motor Control Center (MCC) E-2A due to the poor condition of the unit as a contract that does not allow for political contributions to the Authority or its members (“No Political Contributions Allowed” contract) pursuant to the provisions of N.J.S.A. 19:44A-20.4 et seq.; and,

WHEREAS, the qualified purchasing agent, Stuart Neuhof has determined and certified in writing that the value of the work for this contract will not exceed \$17,500 but the value of work for AECOM in FY 2011 will exceed \$17,500; and,

WHEREAS, the term of this contract will take place during SBRSA’s FY 2011; and,

WHEREAS, AECOM has submitted an Agreement indicating they will provide the design services for a lump sum fee not to exceed \$8,980 without prior written approval from SBRSA; and

WHEREAS, AECOM has completed and submitted a Business Entity Disclosure Certification for FY 2011 which certifies that AECOM has not made any reportable contributions to a political or candidate committee in the Stony Brook Regional Sewerage Authority service area, Mercer County, and Middlesex County in the previous one year, and that the contract will prohibit AECOM, from making any reportable contributions through the term of the contract, and

WHEREAS, the Stony Brook Regional Sewerage Authority has Funds available in its current budget.

NOW THEREFORE, BE IT RESOLVED that the Board of the SBRSA authorizes the Chairman to enter into a contract with AECOM as described herein; and,

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

Recorded Vote:

	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Robert A. Bartolini	X			
Gale D. Downey	X			
Harry R. Compton	X			
James McKinnon	X			
David Miller	X			
C. Schuyler Morehouse	X			
Bharat Patel				X

Replacement of Ash Pelletizers

Ms. Pchola indicated that staff met with Thomas and Muller (T & M) on April 26, 2011 to discuss the design issues and changes that staff would like incorporated into the ash pelletizer design. Staff is in the process of preparing a preliminary specification for T&Ms review. Staff will require assistance in preparing the contract drawings from Omni for this project and will request a proposal from them once the scope of work is more clearly defined.

Contract 11-3: Princeton Pump Station Roof Replacement Project

Staff has completed the plans and specifications for the replacement of the existing roof at the Princeton Pump Station. The project will be advertised on May 20, 2011, a pre-bid site visit is scheduled on June 1, 2011, and the bid opening date is June 21, 2011.

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

This project remains at 98% complete. On April 20, 2011 Bionomic Industries and Redkoh completed another round of sampling and the results were ‘encouraging’ according to the Bionomics representative. The next step is to conduct additional sampling to verify the previous test results and adjust the pre-conditioning spray for several samples. The additional sampling and pre-conditioning system work is scheduled for the week of May 23, 2011.

Contract 10-1, Headworks Project

Ms. Pchola reported that this project remains at 4.0% complete. Over the last month Tomar has completed the selective demolition of existing underground utilities that are either to be removed, abandoned, or replaced as part of this project. Tomar completed several test pits to field verify the location of force mains, gravity sewer and other utilities that will be temporarily bypassed or relocated. The existing septage receiving rag press was demolished; the existing septage receiving unit was temporarily relocated and made operational. The concrete slab in the septage receiving area was demolished and removed. To date, we have received ten shop drawings with five approved.

In order to prepare for the excavation/removal of the landfill material, the existing 18-inch FRP duct for the odor control system for grit chambers nos. 2, 3, and 4 had to be

removed. There were no provisions in the contract documents for temporary facilities to keep the existing odor control system operational. Staff requested that Tomar provide temporary piping/ducts to put the odor control system back in service during construction. Change Order No. 1 in the amount of \$2,897.46 addresses the necessary work to keep the odor control system operational. Staff recommends approval of this change order.

Change Order No. 1 in the amount of \$2,897.46 for the temporary facilities to maintain odor control for the existing grit chambers during construction of Contract 10-1 was approved on a motion by Dr. Downey, seconded by Mr. McKinnon and passed by a vote of 6 to 0.

Contract 10-3, Millstone Pump Station Sewage Pump Rebuild Project

Ms. Pchola reported that on April 26, 2011 Derstine Co. reinstalled Pump #3 and on April 28, 2011 the rebuilt unit was started up and placed in to service. The unit ran for several days with no problems and on May 4, 2011 Derstine Co. removed Pump #2 for rebuild.

Contract 10-4, Pump Station Odor Control System Carbon Replacement

Ms. Pchola indicated that due to inclement weather conditions that has left the soil unsuitable for the required equipment to access the Millstone Pumping Station carbon unit; the change out of the media for the Millstone Pump Station unit has been rescheduled for May 19, 2011

Contract 11-1, Fly Ash Slurry Pump Rehabilitation Project

Ms. Pchola reported that the contractor has submitted all major shop drawings which have been reviewed by staff and returned to the contractor. A.C. Schultes has indicated that the lead time for some of the pump parts is significant and this may cause the project to go beyond the current project completion date. Staff has indicated to the contractor that this should not be an issue.

474.10 Finance Report

Payment of Bills and Claims

Dr. Miller moved the approval of the payment of bills and claims in the amount of \$1,482,848.97 with two signatures instead of three; seconded by Dr. Downey and passed by a vote of 6 to 0.

Treasurer's Report

Ms. Redding reported that net income for the five-month period stands at \$315,946. This is an increase of \$17,819 and is attributed to additional sludge cake revenue and savings in employee salaries and benefits. The Authority has total investments of \$15,353,461 at

an average interest rate of 0.43%. The balance for current construction projects is \$15,565,886. Current funding sources total \$22,631,914. The New Jersey Cash Management Fund yield is 0.15%.

Resolution 2011-16, Award of a Professional Service Contract to Perform the 2011 Annual Audit

Ms. Redding reported that Hutchins, Farrell, Meyer & Allison, P.A. (HFM&A) submitted a proposal to perform the 2011 audit at a fee of \$16,000. Ms. Redding indicated that the cost is the same as the previous year. This will be HFM&A's fourth audit of the Authority's financial statements.

Ms. Redding recommended approval of Resolution 2011-16, Awarding a Professional Service contract to perform the 2011 Annual Audit to Hutchins, Farrell, Meyer & Allison, PA in the amount of \$16,000. So moved by Dr. Miller, seconded by Dr. Downey and passed by a roll call vote of 6 to 0. Resolution 2011-16 follows.

**Resolution Awarding a Professional Service Contract
To Perform the 2011 Annual Audit**

Resolution No. 2011-16

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

WHEREAS, the Stony Brook Regional Sewerage Authority "SBRSA" is in need of auditing services to be performed on the Financial Statements of the Authority for the fiscal year ending November 30, 2011; and

WHEREAS, Hutchins, Farrell, Meyer & Allison, P.A. has submitted a proposal indicating they will provide auditing services to the Stony Brook Regional Sewerage Authority for the year ending November 30, 2011 for a fee of \$16,000; and

WHEREAS, the services to be rendered are to be performed by persons authorized by law to practice a recognized profession within the definition of a professional service pursuant to N.J.S.A. 40A:11-5; and

WHEREAS, the Stony Brook Regional Sewerage Authority has Funds available in its current operating budget.

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

1. That the Chairman is hereby authorized to execute a professional services agreement between Hutchins, Farrell, Meyer & Allison, PA and the Stony Brook Regional Sewerage Authority, for the performance of the 2011 audit for the year ending November 30, 2011, as described herein, in an amount not to exceed \$16,000.00 without further authorization.

2. Notice of the within action shall be provided in accordance with N.J.S.A. 40A:11-5(1) (a) (i).
3. This Resolution shall take effect immediately.

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

Monthly Sludge Business Analysis

The monthly Sludge Business Tracking for FY 2011 was provided to the Board. Ms. Redding reported that net income for the month of April is \$99,684 and the cumulative net income is \$669,771. Gas usage for April is 72,273 therms which represents an increase of 9,190 therms over the prior month. The remaining simple payback period for the RTO is 4.4 years.

Dr, Bartolini asked what caused the gas usage to increase during the month of April. Mr. Kantorek indicated that there was a problem with the RTO which caused SBRSA to use the afterburners for several days.

2012 Budget Schedule

Ms. Redding indicated that the 2012 Budget Schedule was provided for information. The schedule notes key dates in the 2012 Budget process.

474.11 Personnel Report

The Personnel Report was provided for member information.

Mr. Kantorek reported that one employee who was on a leave of absence has returned to work.

474.12 Correspondence

For information

474.13 Old Business

None.

474.14 New Business

Award of Contract for the Supply of Schwing Pump Replacement Parts

Mr. Ireland reported that on May 18, 2011 bids were received for the supply of Schwing Pump replacement parts. One bid was received.

Mr. Ireland explained that the bid package consisted of a list of crucial parts previously used plus additional parts that may be needed.

The sole bidder, Schwing Bioiset, submitted a 12-month bid totaling \$148,124.22.

The bid does not require SBRSA to purchase the listed parts but rather only guarantees the price for the parts purchased. Purchases averaged \$97,649 over the last three years.

Mr. Ireland recommended approval of resolution 2011-18 awarding a one-year contract to Schwing Bioiset for the supply of replacement parts for the Schwing Pumps. So moved by Dr. Downey, seconded by Dr. Miller and passed by a roll call vote of 6 to 0. Resolution 2011-18 follows.

Resolution Awarding Contract for Schwing Pump Replacement Parts

Resolution No. 2011- 18

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 Schwing Pump Replacement Parts; and

WHEREAS, the following sealed competitive bid was received by the Authority on May 18, 2011, as set forth:

	<u>12-Month</u>
Schwing Bioiset	\$148,124.22

and

WHEREAS, the Authority has determined that the bid of Schwing Bioiset, is the only responsive bid; and

WHEREAS, the apparent sole bidder, Schwing Bioiset submitted a bid in the estimated amount of \$148,124.22 for 12-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, there are sufficient funds to provide funding for the contract amount.

NOW, THEREFORE, BE IT RESOLVED by the Stony Brook Regional Sewerage Authority that it hereby awards a 12-month contract for Schwing Pump replacement parts to Schwing Bioset as the sole responsive bidder; 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.

Recorded Vote:

	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Robert A. Bartolini	X			
Gale D. Downey	X			
Harry Compton	X			
James McKinnon	X			
David Miller	X			
C. Schuyler Morehouse	X			
Bharat Patel				X

474.15 Adjournment

As there was no further business to come before the Board, the meeting was adjourned at approximately 8:32 p.m. on a motion by Mr. Compton, seconded by Mr. McKinnon and passed by unanimous vote.

Respectfully Submitted,

John Kantorek
Secretary

*Written by
Patricia Carlino
June 8, 2011

***The meeting was not recorded because of a malfunction of the recorder.**