

Minutes of Meeting #501, September 23, 2013 – Stony Brook Regional Sewerage Authority

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

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

MEMBERS ABSENT: Morehouse

CONSULTANTS: Alexander

STAFF PRESENT: Bixby, Carlino, Cespedes, Coleman, Ireland, Irizarry, Kantorek, Neuhofer, Pchola, Rahimi, Redding

501.01 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.

501.02 Approval of Minutes

Chairman Bartolini indicated that the first order of business is the approval of the minutes from the August Board meeting. Dr. Downey indicated that on page 9, in the last paragraph, the next to the last sentence reads "...moved by Dr. Downey, Mr. Compton and ...". The sentence should read "...moved by Dr. Downey, seconded by Mr. Compton and...". The minutes were then approved as amended on a motion by Dr. Downey, seconded by Mr. Compton and passed by unanimous vote.

501.03 Board Related Activities

Consultant List

The consultant list was provided for information. Mr. Kantorek indicated that one contract amendment for KEMS LLC is pending award tonight.

NJ PlanSmart

Mr. Kantorek indicated that the Authority has purchased a government non-profit table for the 2013 PlanSmart NJ annual dinner being held on November 14, 2013. Any Board member who is interested in attending should contact Mr. Kantorek.

501.04 Planning and Administration

Mr. Kantorek reported that the most current 12-month average daily River Road plant flow is 9,320,043 gpd with 895,834 gpd of approved but inoperative flow for a total committed flow of 10,215,877 gpd with 2,844,123 gpd or 21.78% of available capacity.

The most current 12-month average daily flow at the Hopewell Plant is 235,599 gpd with no inoperative flow, for a total committed flow of 235,599 gpd with 21.47% or 64,401 gpd of available capacity. The Pennington Plant presently has 264,017 gpd as the most current 12-month average daily flow, with 15,616 gpd of approved but inoperative flow, for a total committed flow of 279,633 gpd, with 6.79% or 20,367 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 12-month average daily flows have risen over the last six months at all three treatment plants. This is due to the replacing of 2012 drier month flows with wetter flow months from 2013.

Monthly Flow Transmittal

The monthly flow transmittal for August was provided for information.

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

At Meter Station No. 7, the meter certification conducted on August 30th indicated that the meter was reading high by 5.11%. The meter verification conducted on August 1st indicated that the meter was reading high by 0.13%. Therefore the meter data from August 1st through the 30th was adjusted downward by 2.62% which is the average of the meter certification conducted on August 30th and the meter verification conducted on August 1st.

Since the error was greater than 5% staff went to re-check the meter on September 3, 2013 and the meter was reading within the acceptable $\pm 2\%$.

The meter certification conducted on the Influent Meter at the Pennington STP on August 30th indicated that the meter was reading high by 2.31%. The meter verification conducted on August 1st indicated that the meter was reading high by 0.16%. Therefore the meter data from August 1st through the 30th was adjusted downward by 1.235% which is the average of the meter certification conducted on August 30th and the meter verification conducted on August 1st.

501.05 Approval Requests and Actions

TWA-1 Approvals

None.

Time Extensions

None.

NJPDES Endorsements Requested

None.

Water Quality Management Plan Amendments

Middlesex County Wastewater Management Plan Map

Ms. Pchola reported that staff received a new letter from the County of Middlesex Department of Infrastructure Management dated September 12, 2013 requesting a written statement of consent from the Stony Brook Regional Sewerage Authority. The original consent was approved at the Board Meeting on May 20, 2013 with corresponding Resolution 2013-18.

Ms. Pchola noted that as indicated in the letter and as required by NJDEP, Middlesex County must re-notice their public hearing for the WMP mapping. As part of the procedure Middlesex County Planning Department has also requested a new approved statement of consent. The statement of consent is included as Resolution 2013-33.

Ms. Pchola explained that the only change to the resolution that was approved in May is the date, which is now September 23, 2013 and the date that it will be posted in the New Jersey Register which is now October 7, 2013.

Staff recommended approval of Resolution 2013-33 Consenting to the Proposed Water Quality Management (WQM) Plan Amendment Entitled: Future Wastewater Service Area (FWSA) Map for Middlesex County, New Jersey. So moved by Downey, seconded by Mr. Patel and passed by a roll call vote of 5 to 0. Resolution 2013-33 follows.

Resolution Consenting to the Proposed Water Quality Management (WQM) Plan Amendment Entitled: Future Wastewater Service Area (FWSA) Map for Middlesex County, New Jersey

Resolution No. 2013-33

WHEREAS, the Stony Brook Regional Sewerage Authority (SBRSA) was formed by the municipalities of Princeton, West Windsor Township, South Brunswick Township, Pennington Borough, Hopewell Borough and Hopewell Township to improve water quality in the watershed; and

WHEREAS, it has always been the policy of SBRSA that all matters of Land Use Planning were the purview of its member municipalities; and

WHEREAS, the SBRSA desires to provide for the orderly development of wastewater facilities within Princeton, West Windsor Township, South Brunswick Township, Pennington Borough, Hopewell Borough, and Hopewell Township; and

WHEREAS, the New Jersey Department of Environmental Protection (NJDEP) requires that proposed wastewater treatment and conveyance facilities and wastewater treatment service areas, as well as related subjects, be in conformance with an approved WQM plan; and

WHEREAS, the NJDEP has established the WQM plan amendment procedure as the method of incorporating unplanned facilities into a WQM plan; and

WHEREAS, a proposed WQM plan amendment will be noticed in the New Jersey Register on October 7, 2013 for a Proposed Amendment to the Lower Raritan-Middlesex County Water Quality Management Plan entitled: Future Wastewater Service Area (FWSA) Map has been prepared by the Middlesex County Office of Planning of Comprehensive Planning and the Environment.

NOW THEREFORE, BE IT RESOLVED on this 23rd day of September, 2013, by the governing body of the Stony Brook Regional Sewerage Authority that:

1. The Stony Brook Regional Sewerage Authority hereby consents to the amendment entitled Future Wastewater Service Area Map and which will be publicly noticed on October 7, 2013, prepared by the Middlesex County Office of Planning Division of Comprehensive Planning and the Environment, for the purpose of its incorporation into the applicable WQM plan(s);
2. This consent by SBRSA does not preclude any consent or non-consent of the mapping by any of its member municipalities.
3. This consent shall be submitted to the NJDEP in accordance with N.J.A.C. 7:15-3.4 and the Middlesex County Office of Planning Division of Comprehensive Planning and the Environment.

Recorded Vote:

	<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			

501.06 Regulatory Report

Discharge Monitoring Report (DMR)

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

Mr. Rahimi indicated that the August DMR has been prepared. Staff is in the process of reviewing the report prior to submission to the NJDEP.

Mr. Rahimi reported that the Hopewell and Pennington semi-annual Surface Water Discharge Characterization Reports (SWDWCR) were submitted to the NJDEP. The results are within the expected ranges for these facilities

Residuals Discharge Monitoring Report (RDMR)

Mr. Rahimi reported that the June Residuals Discharge Monitoring Reports were submitted to the NJDEP. All River Road parameters were compliant with the Air Permit requirements. Staff is in the process of preparing the July reports.

Air Reporting

Mr. Rahimi reported that staff received the Preconstruction Approval Operating Permit Minor Modification BOP130001 on August 20, 2013. This was in response to SBRSA's minor modification request on June 6, 2013. KEMS and staff reviewed BOP130001 and provided comments/revisions to NJDEP. A copy of that letter was provided to the Board.

Miscellaneous

Mr. Rahimi reported that the Quarterly Capacity Assurance Program report for the period June 1, 2013 through August 31, 2013 was submitted to NJDEP on September 16, 2013. A copy of this report was provided to the Board.

Safety

Mr. Irizarry reported that there were no loss time accidents/injuries for this reporting period.

Mr. Irizarry indicated that a quarterly Safety Meeting was held on September 10, 2013. A copy of the minutes was provided to the Board.

Mr. Irizarry reported that the third quarter Safety Incentive Program (SIP) report was submitted to the Joint Insurance Fund (JIF). A copy was provided to the Board.

Training for this reporting period included:

- CPR/AED/Blood-borne Pathogens training was provided by Certified Safety and Health on September 5, 2013 for 13 employees.
- First Aid training was provided by Certified Safety and Health on September 5, 2013 for 16 employees.

Mr. Irizarry reported that the caustic and disinfection building sprinkler system repairs have been completed.

Mr. Irizarry reported that the alarm panel at the Bio-filter building was diagnosed on September 17, 2013 by System Sales. The panel was found to have water damage causing false alarm conditions. Staff will evaluate to determine the source of the water damage before replacing the panel.

501.07 Litigation

The Litigation Report was provided for information.

Ms. Alexander noted that several changes to the Litigation Report have taken place.

River Road, Hopewell and Pennington Wastewater Concerns

Ms. Alexander indicated that telephone status conference originally scheduled for August 13, 2013 regarding the Authority's wastewater permits for all three plants before Judge Masin took place on August 26, 2013. These permits are from 2004 and 2007. SBRSA has been placed on the six (6) month inactive list.

The DEP is actively pursuing finalizing the Tiered Use System which would benefit all three SBRSA WWTP permits. It is presently estimated by the NJDEP that the Tiered Use System will be completed by mid 2014.

501.08 Operations Report

Mr. Ireland reported that on Tuesday, August 20, 2013, the bubbler system for the liquid sludge receiving station wetwell failed causing a sludge spill of approximately 500 gallons. The spill was contained and the area was cleaned and limed. The bubbler system was repaired quickly and the station is operating normally. The NJDEP Hotline was notified.

Mr. Ireland indicated that Sludge Thickeners #2 and #3 were dewatered, cleaned and inspected. All three thickeners are on-line.

Mr. Ireland reported that SBRSA's four Chlorine Contact Tanks and Re-Aeration Tanks have been dewatered, cleaned, and are in service.

Mr. Ireland indicated that SBRSA is taking part in the (ECS) Energy Curtailment Specialists program. The program requires that SBRSA run a one hour energy use reduction test at the end of the summer if not called upon to reduce power during a PJM voltage reduction emergency during the period from June 1st through September 30th. The Authority was scheduled to run a one hour voltage reduction test on Thursday, September 12, 2013, from 12:00 noon until 1:00 p.m. However, on September 11th SBRSA was notified by ECS that PJM had issued an emergency voltage reduction beginning at 3:00 p.m. due to the high temperatures we experienced on that day. The

incineration process was shutdown and the generator ran for approximately two hours before being notified that SBRSA could return to commercial power. As a result, SBRSA was not required to run the voltage reduction test on September 12, 2013. A brief discussion followed.

Mr. Ireland indicated that two Variable Frequency Drives (VFDs) at the Pennington Facility were replaced on two of the Influent Pumps. This work was performed in-house by the Authority's Instrumentation Department on Friday, September 13, 2013

Change Order No. 1

Mr. Ireland reported that SBRSA received a Change Order to the River Road STP Multi-Hearth Incinerator #1 Repairs contract. While performing the repairs the foreman the Industrial Furnace Company Inc. (IFCO) noticed that additional repair work needed to be performed. After discussing the additional work with IFCO, staff called Chavond-Barry Engineering (CBE) to confirm that the additional repair work was needed. As a result, CBE concurred with IFCO. Change Order No. 1 is in the amount of \$6,900.00 which is less than 20% of the original contract price of \$34,700.00.

Staff recommended approval of Change Order No. 1 for the River Road WWTP Multiple Hearth Incinerator #1 Repairs. So moved by Dr. Downey, and seconded by Mr. Goldfarb.

A brief discussion regarding the Change Order took place. Mr. Goldfarb indicated that although the additional repairs total more than \$6,900, it represents critical work that needs to be completed. The remaining repairs will be addressed as a contract for bid. Ms. Alexander indicated that the repairs are related to the original contract and that the Change Order is legal. The Board requested that staff document this change order in the file indicating that the work is related to the original contract. Resolution 2013-34 was then approved by a roll call vote of 5 to 0. Resolution 2013-34 follows.

**RESOLUTION APPROVING CHANGE ORDER NO. 1 FOR
RIVER ROAD STP MULTIPLE HEARTH INCINERATOR #1 REPAIRS**

Resolution No. 2013-34

WHEREAS, on August 8, 2013, the Authority issued a Notice to Bidders seeking the receipt of sealed public bids for the "River Road STP Multiple Hearth Incinerator #1 Repairs"; and

WHEREAS, the SBRSA adopted Resolution No. 2013-29 at its August 26, 2013 meeting awarding the River Road STP Multiple Hearth Incinerator #1 Repairs Contract to Industrial Furnace Company Inc. in the amount of \$34,700.00; and

WHEREAS, additional unforeseen work which was not included in the original bid specifications was discovered by the contractor, Industrial Furnace Company (IFCO), while they were performing the contracted work; and

WHEREAS, the SBRSA’s consulting engineer Chavond Barry Engineering reviewed the recommended additional repair work with such changes and lump sum cost in a contract change order summary document dated September 11, 2013, which is attached hereto; and

WHEREAS, all the changes to Contract River Road STP Multiple Hearth Incinerator #1 Repairs are incorporated within the September 11, 2013 Contract Change Order No. 1 summary document in the amount of \$6,900.00 which is less than 20 % of the original \$34,700.00 contract amount resulting in an adjusted contract of \$41,600.00; and

WHEREAS, the change Order No. 1 work will be completed on or about the week of October 7, 2013; and

WHEREAS, the SBRSA Chief Financial Officer has certified that funds are available in account.

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

1. The Executive Director is authorized and directed to execute Change Order #1 with Industrial Furnace Company, Inc. in the amount of \$6,900.00 bringing the adjusted contract total to \$41,600.00.
2. 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			
Harry Compton	X			
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse				X
Bharat Patel	X			

Odor Report

Staff received no Odor Complaints from our surrounding area during the month of August. Two odor complaints were received during the partial September 2013 reporting period from Montgomery Woods. The full September number will be reported in October.

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 August.

Maintenance Report

Mr. Cespedes reported that on August 14, 2013, the differential cylinders on Schwing #7 were replaced due to excessive oil leaks.

Mr. Cespedes indicated that on August 26, 2013, the motor for Schwing #6 failed due to a bad bearing. The motor was removed and sent to Lockwood Electrical Motor Service for repair. Once repaired the motor was reinstalled, tested and put back into service.

Mr. Cespedes reported that during routine preventative maintenance it was discovered that two batteries for the Princeton Pump Station Generator were not achieving the proper voltage. The two batteries were removed and replaced with two new batteries.

Mr. Cespedes explained that while diverting flow through the South Brunswick manual barscreen, the valve operator was very difficult to operate and broke during the switch. A new valve operator was purchased and installed.

The number of open work requests stand at thirteen (13). The Preventive Maintenance graphs show that SBRSA is currently averaging five (5) days overdue and the number of overdue units is approximately fifty-one (51). It was noted that the Daily Open Work Requests has been modified to show open work requests for Instrumentation and Safety as well as Operations and Maintenance.

501.09 Construction Report

2013 Annual Inspection

Ms. Pchola reported that the staff received the draft Annual Inspection Report. Staff is in the process of reviewing the report.

Amendment No. 1 to KEMS 2013 General Advice

Ms. Pchola reported that the 2013 General Advice contract with KEMS in the amount of \$50,900 is for regulatory assistance for issues related to the incinerators/Title V permit. There is \$73.71 remaining in this contract with work completed through September 6, 2013.

Ms. Pchola explained that staff requested KEMS to provide a summary of the costs exceeded per task and an estimated cost to complete the remaining tasks. As indicated by KEMS in a letter dated September 16, 2013 the following tasks were not anticipated or required additional effort to complete.

- Electronic Radius submittal (using new version of Radius) of the Annual Emission Statement through the NJDEP Online Services Portal which is new this year and responding to questions of reasonableness

- At the request of NJDEP submit a minor modification to the existing Title V Permit prior to the submission of the renewal application.
- Review and comment upon the revised Title V permit (as a result of the minor modification).
- Updating to 2102 data for NOx potential to emit for the Title V renewal application

It is anticipated that there will be an estimated 24 hours of work remaining to finalize the approval of Title V permit as related to the minor modification, an estimated 40 hours of work remaining to complete the SO₂ report as prepared by KEMS including discussions with staff prior to submittal to NJDEP, an estimated 32 hours of work to submit and receive approval from NJDEP for the test protocol for the particulate stack retest (Incinerator No. 1), and miscellaneous items totaling an estimated 10 hours. Therefore there is an estimated 106 hours of remaining work associated with this contract for an amendment request of \$15,900.

Staff recommended approval of Resolution 2013-35, Authorizing the Award of Amendment No. 1 to 2013 General Advice Contract with KEMS LLC in the amount of \$15,900. So moved by Dr. Downey, seconded by Mr. Compton and passed by a roll call vote of 5 to 0. Resolution 2013-35 follows.

Resolution Authorizing the Award of Amendment No. 1 to the 2013 General Advice Contract with KEMS LLC

Resolution No. 2013-35

WHEREAS, Stony Brook Regional Sewerage Authority (SBRSA) has a current agreement with KEMS LLC to provide general advice relating to our Title V permit in the amount of \$50,900; and

WHEREAS, SBRSA had the need for KEMS LLC to assist SBRSA with additional tasks that were not included in the original scope of work for the General Advice such as preparation of the Minor Modification to the Title V Permit, or tasks that required additional effort to complete such as the electronic submittal through the NJDEP Online Service Portal for the Annual Emission Statement, and additional work required prior to the end of FY 2013 such as finalizing the Title V Permit related to the minor modification, submit the report related to the SO₂ issue, provide the test protocol to NJDEP for particulate testing, etc as specifically outlined in KEMS LLC supporting documentation dated September 16, 2013; and

WHEREAS, KEMS LLC has prepared Amendment No. 1 for this additional work; and

WHEREAS, the cost of this work is estimated as an additional \$15,900 as indicated in the supporting documentation dated September 16, 2013; and

WHEREAS, the amended time charge contract amount is \$66,800; 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 Stony Brook Regional Sewerage Authority authorizes Amendment No.1 to 2013 General Advice Contract with KEMS LLC as described herein.

Recorded Vote:

	<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			

Odor Control

Ms. Pchola indicated that staff has reviewed the results of the TRC odor evaluation. Staff provided the Board with two Tables illustrating the summary of the results of the evaluation over the past several years (2008 to 2013).

Ms. Pchola indicated that two sources were analyzed as having strong odors; the Carbon Adsorber Upper Outlet and the older Hypochlorite Scrubber Outlet. Ms. Pchola explained that the Carbon Adsorber odors dissipate rather quickly and staff is confident that the odor is contained to the plant site. The Hypochlorite Scrubber Outlet has the potential to leave the plant site. Since it is closest to Montgomery Woods, staff will watch the number of odor complaints from residents of Montgomery Woods. Ms. Pchola noted that for the first time testing was conducted in Montgomery Woods.

A brief discussion followed regarding the Odor Study Evaluation Results.

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

Ms. Pchola indicated that staff submitted the final billing for this project to the New Jersey Environmental Infrastructure Trust (NJEIT). The NJDEP has approved the final change order in the amount of \$8,460.18 as approved at the August Board Meeting. Staff received a letter dated September 16, 2013 from the NJDEP indicating that this project is complete. A copy of the letter from the NJDEP was provided to the Board.

Contract 10-1, Headworks Project

Ms. Pchola reported that as of Pay Estimate No. 30 this project is 90% complete. During the month of August 2013, Tomar completed the backfill and compaction of the sub-base and began the installation of steel reinforcing and form work for the base slab for the new

biofilters. Tomar continued the installation of the Fiberglass Reinforced Pipe (FRP) odor control ductwork for the new odor control fans and completed the installation of the EFW yard hydrant system and EFW hose reel system within the building. Manufacturer's start-up and testing was completed on the grit removal equipment, grit washers, screenings presses, and screw conveyors. Electrical work continues with the completion of the building interior lighting, exterior lighting, continued progress on the field wiring/terminations, and installation of the west ductbank.

Ms. Pchola explained that as part of the Sanitary Landfill Major Disruption Permit and as indicated in the Contract Documents, the contractor is required to excavate the landfill material to competent soil. In the event that the excavation of the landfill material to competent soil continues outside the limits shown on the Drawings then the Contractor shall be compensated for the additional excavation and structural backfill as extra work.

During the excavation for the Grit Removal Tanks and Headworks Building foundation, competent soil was not reached at the southeast corner of the excavation for the Grit Tank foundation and across the majority of the excavation for the Headworks Building totaling approximately 958 cubic yards (CY). The work associated with the excavation and backfill for the over excavation was addressed with Change Order Nos. 6 and 7. Change Order No. 16 is for the screening and disposal of the landfill material.

Staff and Kleinfelder/Omni have reviewed the change order. Staff recommended approval of Change Order No. 16 in the amount of \$87,528.48 as indicated in Resolution 2013-37. So moved by Dr. Downey, seconded by Mr. Goldfarb and passed by a roll call vote of 5 to 0. Resolution 2013-37 follows.

**Resolution Authorizing the Approval of Change Order No. 16 for the Disposal of
Additional Excavated Material for Contract 10-1**

Resolution No. 2013-37

WHEREAS, on December 9, 2010, the Stony Brook Regional Sewerage Authority (SBRSA) issued a Notice to Bidders seeking the receipt of sealed public bids for the "River Road WWTP Headworks Facility Project, Contract 10-1"; and

WHEREAS, the SBRSA at its January 24, 2011 meeting awarded the River Road WWTP Headworks Facility Project, Contract 10-1 to Tomar Construction LLC, (Tomar) in the amount of \$9,493,000; and

WHEREAS, additional unforeseen work which was not included in the original bid specifications was required to complete the project related to the screening and disposal of 832 cubic yards (CY) of additional landfill material for the headworks facility foundation and Grit Tanks; and

WHEREAS, the abovementioned changes to Contract 10-1 are incorporated within the September 20, 2013 Contract Change Order #16 document in the amount of

\$87,528.48 which is 0.92% of the original \$9,493,000 contract amount resulting in an adjusted contract of \$9,896,144.01; and

WHEREAS, the contract completion date for the project shall remain unchanged as a result of Change Order No. 16; 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 as follows:

1. The Executive Director is authorized and directed to execute Change Order #16 with Tomar Construction Services, LLC in the amount of \$87,528.48 resulting in an adjusted contract amount of \$9,896,144.01.
2. This Resolution shall take effect immediately; and

BE IT FUTHER RESOLVED that the Executive Director, staff, and consultants are authorized to take all appropriate measures to ensure that all appropriate documents, are provided by the Contractor.

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

A discussion regarding Change Orders on the project took place. Dr. Bartolini requested that staff compile a list of all the Change Orders in the contract file. Ms Pchola indicated that all Change Orders are maintained in the project file.

Contract 13-2, RRWWTP (Sodium Hypochlorite) Chemical Storage Tank Replacement

Ms. Pchola indicated that staff has reviewed and approved the re-submittal of the shop drawing for the FRP tank. The lead time on the new tanks is estimated to be approximately sixteen (16) weeks.

Contact 13-4, Belt Filter Press Platform Project

Ms. Pchola indicated that this project was advertised on August 27, 2013. A pre bid site visit was held on September 4, 2013. Bids were received on September 19, 2013. Of the seven potential bidders, four bids were received ranging in price from \$109,978 to \$74,800. The lowest bid was from CFM Construction, Inc. in the bid amount of \$74,800.

Staff recommended approval of Resolution 2013-36, awarding Contract 13-4 in the amount of \$74,800 to CFM Construction, Inc., the lowest responsive bidder. So moved by Dr. Downey, seconded by Mr. Compton and passed by a roll call vote of 5 to 0. Resolution 2013-36 follows.

**Resolution Authorizing the Award of Contract 13-4
Belt Filter Press Platform Installation Project to
CFM Construction, Inc.**

Resolution No. 2013-36

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 “Belt Filter Press Platform Installation Project, Contract 13-4”; and

WHEREAS, sealed competitive bids were received by the Authority on September 19, 2013, as more fully set forth as attached; and

WHEREAS, the Authority has determined that the bid of CFM Construction, Inc. is the lowest bid in the amount of \$74,800; and

WHEREAS, the bid received from CFM Construction, Inc. 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 CFM Construction, Inc., the lowest responsive bidder; for the Belt Filter Press Platform Installation Project, Contract 13-4 in the amount of \$74,800; 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			

Contract 13-5, Nitrification Settling Tank No. 3 Drive Replacement

Ms. Pchola reported that this project was advertised on September 13, 2013. A pre bid site visit is scheduled for September 25, 2013. The bid opening is scheduled for October 16, 2013.

Ms. Pchola indicated that over the last several years, staff has been painting and/or replacing the drives on the MA and Nitrification Settling Tanks, Sludge Thickeners, and Backwash Storage Tank. A summary of this work was provided to the Board for information.

501.10 Finance Report

Payment of Bills and Claims

Mr. Neuhof recommended the approval of Resolution 2013-30, for the payment of bills and claims in the amount of \$939,063.38 with two signatures instead of three, so moved by Mr. Patel, seconded by Dr. Downey and passed by a roll call vote of 5 to 0. Resolution 2013-30 follows.

Resolution Regarding Payment of Bills and Claims

Resolution No. 2013-30

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 \$939,063.38 be approved for payment with checks bearing two authorized signatures instead of three authorized signatures.

Recorded Vote:

	<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			

Treasurer's Report

Mr. Neuhof reported that net income for the period ending August 31st stands at \$1,068,751 and represents an increase of \$120,604. The Authority has total cash and investments of \$18,589,944 at an average interest rate of 0.16%. The balance of current construction projects is \$13,050,560. Mr. Neuhof noted there are sufficient funds for these projects. Outstanding Bond principal totals \$23,778,346 which is a decrease of \$623,985 compared to the prior month. The New Jersey Cash Management Fund yield remains at 0.05%.

Introduction of the 2014 Budget

Mr. Neuhof indicated that staff met with the Chief Financial Officers (CFO) of the Authority's member municipalities on September 12th to review the 2014 Budget. Mr. Neuhof noted that the CFOs present did not have any recommendations or changes to the 2014 Budget as presented. Mr. Neuhof noted it is the fifth consecutive year of no increases to the participants.

Staff recommended approval of Resolution 2013-32 for the 2014 Budget with Total Revenues of \$14,693,985, Total Appropriations of \$14,693,985, Total Unrestricted Net Assets utilized of \$0 and a Capital Budget of \$1,100,000. The Resolution was moved by Mr. Patel and seconded by Dr. Downey.

Following a discussion of the Estimate Project Debt Service, Resolution 2013-32 was then passed by a roll call vote of 5 to 0. Resolution 2013-32 follows.

2014 AUTHORITY BUDGET RESOLUTION **STONY BROOK REGIONAL SEWERAGE AUTHORITY** **FISCAL YEAR PERIOD DECEMBER 1, 2013 to NOVEMBER 30, 2014**

Resolution No. 2013-32

WHEREAS, the Annual Budget and Capital Budget for the STONY BROOK REGIONAL SEWERAGE AUTHORITY for the fiscal year period beginning DECEMBER 1, 2013 and ending NOVEMBER 30, 2014 has been presented before the governing body of the STONY BROOK REGIONAL SEWERAGE AUTHORITY at its open public meeting of September 23, 2013; and

WHEREAS, the Annual Budget as presented reflects Total Revenues of \$14,693,985, Total Appropriations,(including any Accumulated Deficit if any) of \$14,693,985 and Total Unrestricted Net Assets utilized of \$0 ; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$1,100,000 and Total Unrestricted Net Assets planned to be utilized as funding thereof, of \$1,100,000; and

WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all or as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2 does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority’s planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED by the governing body of the STONY BROOK REGIONAL SEWERAGE AUTHORITY at a public meeting held on September 23, 2013 that the Annual Budget and Capital Budget of the STONY BROOK REGIONAL SEWERAGE AUTHORITY for the fiscal year period beginning DECEMBER 1, 2013 and ending NOVEMBER 30, 2014 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the STONY BROOK REGIONAL SEWERAGE AUTHORITY will consider the Annual Budget and Capital Budget/Program for adoption on NOVEMBER 18, 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			

Resolution 2013-31, Award of a “No Political Contributions Allowed” Contract(s) for Non-Professional Service Vendors

Mr. Neuhof recommended approval of Resolution 2013-31 for the award of a “No Political Contributions Allowed” contracts for Non-Professional Service Vendors. The vendors listed on this Resolution are Fastenal Company, Highlands Industrial Turbine Service, Inc. and Swemco International, Inc. So moved by Mr. Goldfarb, seconded by Dr. Downey and passed by a roll call vote of 5 to 0. Resolution 2013-31 follows.

**Resolution Authorizing the Award of a “No Political Contributions Allowed”
Contract(s) for Non-Professional Service Vendors**

Resolution No. 2013-31

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

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

WHEREAS, the anticipated term of this contract is for fiscal year 2013 (1 year) and may be extended as approved by this governing body; and,

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

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

NOW THEREFORE, BE IT RESOLVED that the Stony Brook Regional Sewerage Authority authorizes the attached list of vendors to enter into contracts by purchase order; and,

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

Year 2013 No Political Contribution Contracts:	
Company Name	Service
Fastenal Company	Fasteners
Highlands Industrial Turbine Service, Inc.	Generator Maintenance & Repair
Swemco International Inc.	Venturi Top Section

<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			

2014 Estimated Participant Charges Update

Mr. Neuhof provided the Board with an update on the 2014 Estimated Participant Charges based on nine (9) months of flow data. The update also includes the 2013 Estimated year-end adjustment to reflect nine (9) months of flow data and current twelve (12) month projections of revenues and expenditures. This estimate was distributed to the Municipal Finance Officers.

Project Debt Service Estimate (2014 to 2016)

Mr. Neuhof provided the Board information on the Project Debt Service Estimate for the period 2014 through 2016. These estimates have been shared with the Municipal Finance Officers.

Monthly Sludge Business Analysis

Mr. Neuhof reported that net income for the month of August is \$151,618 and the cumulative net income is \$1,456,333. Gas usage for the month of August was 90,101 therms. The remaining simple payback for the RTO is 2.4 years.

501.11 Personnel Report

The Personnel Report was provided for member information.

501.12 Correspondence

For information

501.13 Old Business

None.

501.14 New Business

None.

501.15 Adjournment

As there was no further business to come before the Board, the meeting was adjourned at 8:30 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
October 16, 2013