

Minutes of Meeting #586, October 26, 2020 – Stony Brook Regional Sewerage Authority

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

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

MEMBERS ABSENT: Switlik

CONSULTANTS: Alexander, Monninger

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

PUBLIC PRESENT: Foster, Kanter

586.01

Chairman Downey opened the regularly scheduled meeting at 7:00 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.

586.02 Approval of Minutes

Chairman Downey asked Ms. Pchola to note the changes to the September 21, 2020 Board Meeting minutes. The revised minutes were approved on a motion by Mr. Patel, seconded by Mr. Vilaro-Munet and passed by a vote of 5 to 0.

Ms. Pchola introduced Mr. William Chong, the new Director of Finance. Mr. Chong's first day of employment was on October 19, 2020.

The Board members welcomed Mr. Chong.

Mr. Chong gave a brief description of his employment background. He expressed that he is looking forward to the opportunity to work with the staff and Board members.

586.03 Board Related Activities

Ms. Pchola recommended approval of Resolution 2020-083, Resolution Establishing Standard Procedures and Requirements for Remote Public Meetings in Accordance with N.J.A.C. 5:39-1 et seq.

Ms. Alexander reported that the Local Finance Board passed regulations governing how remote meetings are held and how documents are accessed.

Resolution 2020-083 was moved by Mr. Vilaro-Munet and seconded by Mr. Goldfarb.

A brief discussion took place about how SBRSA is complying with the new regulation.

Resolution 2020-083 was passed by a roll call vote of 5 to 0. Resolution 2020-083 follows.

Resolution Establishing Standard Procedures and Requirements for Remote Public Meetings in Accordance with N.J.A.C. 5:39-1 et seq.

Resolution No. 2020-083

WHEREAS, Section 8 of P.L. 2020 c. 34 approved May 15, 2020 confirms that a local public body is permitted to conduct a public meeting by electronic means under certain emergency conditions as therein defined, provided that reasonable public notice and provision for public input is made under the circumstances; and

WHEREAS, said statute authorizes the Director of the Division of Local Government Services (“DLGS”) in the Department of Community Affairs (“DCA”) to adopt emergency regulations pursuant to N.J.S.A. 52:14B-4; and

WHEREAS, the Director has adopted such emergency regulations as N.J.A.C. 5:39-1 et seq.; and

WHEREAS, N.J.A.C. 5:39-1.4(h) directs the adoption of a resolution establishing standard procedures and requirements: (i) for the making of public comments during a remote public meeting; (ii) for the making of public comments submitted in writing ahead of a remote meeting; and (iii) for establishing standards of conduct to be followed by members of the public when making comments; and

WHEREAS, the Authority desires to adopt such a resolution in compliance with the emergency regulations.

Now, Therefore, Be It Resolved by the Stony Brook Regional Sewerage Authority on this 26th day of October 2020 as follows:

1. In conducting a remote public meeting as permitted under Section 8 of P.L. 2020 c. 34, the following standard procedures and requirements shall be applicable:
 - a. The Authority shall allow members of the public to make public comment by audio or by audio and video, depending upon the manner in which the member of the public has accessed the remote meeting. Prior to providing public comment, the individuals shall be required to identify themselves by name and address. The procedure that will be followed to make public comment will be provided in the meeting notice and announced at the beginning of the meeting and repeated immediately prior to the public comment portion of the meeting. With the exception of the public comment portion of the remote public meeting, members of the public attending the public meeting remotely will be muted.

While muted, members of the public will still be able to hear the discussion and actions of the Authority at the remote public meeting.

- b. In advance of the remote public meeting, the Authority will accept comments by electronic mail or in written letter form on matters on which the Authority is required to otherwise accept audio and/or audio and video comment, **PROVIDED, HOWEVER**, that comment by electronic mail or in written letter form is received by the Authority Administrator by 10:00 p.m. the night before the meeting.
- c. To the extent that public comment is permitted to be submitted before the remote public meeting through electronic mail or by written letter, it shall be read aloud and addressed during the remote public meeting in a manner audible to all meeting participants and the public. To the extent the Authority imposes a reasonable time limit on public comment in a particular matter, the same time limit shall apply in the reading of a written public comment received in advance of the meeting. The Authority may pass over duplicate written comments, provided that each duplicate comment shall be noted for the record, with its content summarized. No duplicative comments summarized by the Authority shall otherwise be read individually.
- d. The public attending the remote meeting and/or offering comment shall conduct themselves in a courteous manner and shall follow the decorum in the same fashion as if the meeting were being conducted in-person. **If a member of the public disrupts a virtual meeting**, the following procedures shall be followed:
 - i. The Authority shall facilitate a dialogue with the commenter to the extent permitted by the electronic platform being utilized;
 - ii. If a member of the public becomes disruptive during the remote public meeting, including, but not limited to, any period for public comment, the disruptive member of the public shall be muted and shall continue to be muted and shall be warned that continued disruption may result in their being prevented from speaking during the remote public meeting, or removed from the remote public meeting. Disruptive conduct includes sustained inappropriate behaviors such as, but not necessarily limited to, shouting, interruption of the meeting, and use of profanity.
 - iii. A member of the public who continues to act in a disruptive manner after receiving an initial warning may be muted while other members of the public are allowed to proceed with their questions and/or comments. If time permits, the disruptive individual shall be allowed to speak after all other members of the public have been given the opportunity to make comment. Should the individual remain disruptive, the individual may be muted or kept on mute for the remainder of the remote public meeting, or removed from the remote public meeting.

2. This Resolution shall take effect immediately.

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

Ms. Pchola introduced Mr. Robert Foster, Key Customer Advisor, from Public Service Gas and Electric (PSE&G). Mr. Foster is attending the meeting via teleconference to discuss the power interruptions at the River Road WWTP. Mr. Foster will be presenting the handouts that were provided to the Board members via email.

Mr. Foster introduced himself and gave an account of his thirty-three (33) years' experience at PSE&G. Mr. Foster stated he has been servicing SBRSA for the last ten (10) years. Mr. Foster indicated to the Board members that staff has been and should continue to contact him when SBRSA is experiencing a power interruption.

A lengthy discussion took place regarding power interruptions to the operation at the River Road WWTP and what if anything can be done by PSE&G to minimize or alert SBRSA as to when a power interruption will occur.

Dr. Downey asked Mr. Doelling to report on the Pennington WWTP Upgrade and Expansion Project so that Mr. Kanter from Heritage at Pennington can address the staff and the Board with any questions he may have regarding the sewer connections for the remaining Heritage at Pennington units.

Mr. Doelling reported that the Pennington WWTP Upgrade and Expansion Project is 91.7% complete. Orbal Tank No. 1 was placed online on October 14, 2020. Start-up of the Orbal Tank was completed on October 19, 2020. This critical step of the project expands the flow capacity of the Pennington WWTP from 300,000 gpd to 445,000 gpd.

Mr. Doelling reported that a letter will be sent to Pennington Borough indicating that the remaining Heritage at Pennington units can be connected to the Pennington WWTP pending the Pennington Borough approval.

Mr. Kanter thanked the staff and the Board members for all their effort.

Dr. Downey thanked Mr. Kanter for all their patience while waiting for the project to be completed before their sewer flows could be accepted at the Pennington WWTP.

Consultant List

The consultant list was provided with one contract pending award for the 2020 Authority Financial Audit.

586.04 Planning and Administration

Ms. Pchola reported that the most current 12-month average daily flow at the River Road WWTP is 9,584,808 gpd and 732,729 gpd of inoperative flow with an available capacity of 2,742,466 gpd. The current 12-month average daily flow at the Hopewell WWTP is 253,630 gpd and 0 gpd of inoperative flow with an available capacity of 46,370 gpd. The current 12-month average daily flow at the Pennington WWTP is 260,487 gpd and 31,309 of inoperative flow with the available capacity of 8,204 gpd.

Ms. Pchola reported that the monthly meter verification was performed by staff on October 1, 2020. All flow meters were within $\pm 5\%$.

Dr. Downey inquired about the timing of the reported Pennington WWTP permitted capacity.

Ms. Alexander stated that after three (3) months of consistent higher flow in excess of 300,000 gpd, the NJDEP will increase the permit capacity. Staff should notify NJDEP when the Pennington WWTP Expansion and Upgrade Project is complete.

Dr. Downey asked Ms. Pchola to record the rainfall data collected at the River Road WWTP on the flow report. The concern is that some of the rainfall numbers reported by Mercer County show significant differences compared to the rainfall at the upstream WWTP. The flow data during the month of September increased dramatically at several of the meter stations and the upstream plants. The upstream plant rainfall gauges measured higher than the Mercer County recorded rainfall amount. The concern is that there is localized heavy rainfall that is being missed when using the more broadly reported Mercer County rainfall data. Staff will add a column for the rainfall data measured at the River Road WWTP as well as the Mercer County data.

586.05 Approval Requests and Actions

Mr. Doelling reported that on September 10, 2020, the NJDEP adopted an amendment to the Mercer County Water Quality Management (WQM) Plan. The amendment identified as “Daniel Popkin Residence” expands the sewer service area (SSA) of the SBRSA to include this property.

Mr. Doelling reported that the allocated flow of 1,800 gpd for the six (6) Heritage at Pennington - Phase 2 units approved for connection at last month’s Board meeting was removed from the Pennington WWTP inoperable flow.

586.06 Regulatory Report

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

A. Discharge Monitoring Report (DMR)

The Discharge Monitoring Reports for the month of August were submitted with no violations reported.

The September DMRs are currently being reviewed.

B. Residuals Discharge Monitoring Report (RDMR)

The July 2020 Residuals Discharge Monitoring Reports were submitted. All River Road parameters were in compliance with the Air Permit requirements.

The August RDMRs are currently under review.

C. Air Reporting

The 3rd quarter 2020 Excess Emissions and Monitoring Performance Reports (EEMPR) are currently being reviewed.

Two (2) affirmative defenses were submitted to NJDEP during this reporting period. The first reported incident was due to a momentary shutdown of the ID Fan causing a temporary transition through OS1 while recovering the RTO on September 3, 2020, this was not an emergency bypass event. The second reported incident was due to a momentary drop in air flow from the Center Shaft Cooling Air Fan causing a temporary transition through OS1 while recovering the RTO on September 14, 2020, this was not an emergency bypass event.

Thus far in 2020 there have been six (6) Emergency Bypass events, for a cumulative total of 89 minutes and have been reported to NJDEP.

D. Laboratory

The SBRSA responses to the deficiencies found in the Hopewell and Pennington Virtual audit were deemed satisfactory by NJDEP Office of Quality Assurance (OQA). NJDEP's acceptance letters, dated September 14, 2020, were provided to the Board members.

586.07 Safety

There were no Board member 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 September 15, 2020, Stony Brook Regional Sewerage Authority has gone 1560 consecutive days without a “Lost Time” accident. Provided was an up to date graph depicting the historic annual trends of “Lost Time” and “No Lost Time” accidents and injuries.

Kleinfelder Annual Inspection Reports

Provided to the Board members was the official 2020 Inspection Report Tracking List, containing all noted priority one and two items from the 2020 Kleinfelder Inspection.

Inspections

On September 21, 2020, the annual boiler inspection for the River Road, Hopewell and Pennington Plants were conducted by CNA. No issues were found.

On October 9, 2020, the chimneys at the Hopewell and Pennington Plants were swept and inspected by Carlin Chimney. No issues were found.

On October 19 and October 20, 2020, the annual fire alarm inspection for the River Road WWTP and the Princeton Pump Station was conducted by ADT Commercial. Staff is waiting for the report.

On October 21, 2020, the annual hoist inspection for the River Road WWTP and all three pump stations was conducted by Konecranes. Staff is waiting for the report.

Training

Confined space training was provided in-house to four (4) employees on September 17, 2020.

Volatility and Violence in the Workplace/Active Shooter training was provided by Brown & Brown via webinar for nine (9) employees on October 19, 2020.

Miscellaneous

Staff held its quarterly safety meeting on September 29, 2020. The minutes from the meeting were provided to the Board members.

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

There were no reports of any employees having been exposed to COVID-19 during this reporting period. SBRSA returned to full staffing on October 13, 2020.

On October 5, 2020, staff implemented a protocol for screening visitors. The protocol includes filling out a brief questionnaire with staff taking the temperature of visitors. All visitors are instructed to follow current CDC guidelines while on-site.

586.08 Litigation

The Litigation Report included the following update:

Stony Brook Regional Sewerage Authority vs. New Jersey Department of Environmental Protection, Docket No. EWR 10494-2015S (Hopewell STP)

Final Surface Water Renewal Permit Action was issued on September 30, 2020. Nitrate effluent limitations have been removed based upon data submitted to NJDEP establishing no reasonable potential to violate the Surface Water Quality Standards. The permit will expire in five (5) years.

586.09 Operations Report

Dr. Downey commented that Orbal Tank No. 1 appears to be operating very well.

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

River Road Facility

The River Road Facility operated well during this reporting period.

The repairs to Incinerator No. 2 were completed by Albertus Energy under a bid contract. The incinerator was warmed up and we began feeding sludge to this unit the week of October 15, 2020.

Staff began pumping down all four chlorine contact tanks and all four re-aeration tanks, individually, the week of September 21, 2020. They were all cleaned and put back into service by the end of the following week.

The required Incinerator Operator refresher training has been completed. This training was given remotely in small groups by KEMS over a three (3) day period.

Staff topped off all biofilters with new media the week of October 6, 2020.

Upstream Facilities

Both Upstream Facilities operated well during this reporting period.

We switched over from our existing 3-ring Orbal Tank No. 2 to our new 4-ring Orbal Tank No. 1 on October 14, 2020. The dissolved oxygen controller, that is responsible for driving the aerator speeds has failed. We are currently controlling the aerators in manual even though the controller was replaced on October 19, 2020. We will continue to operate the aerators in manual until we receive a definitive answer as to why this controller failed. Even though we are operating Orbal Tank No. 1 in manual, it is currently running very well yielding a crystal-clear effluent.

Odor Report

The staff received four (4) Odor Complaints from our surrounding area during the month of September. We received no odor complaints during the partial October 2020 reporting period. The full October number will be reported in November 2020.

Customer Septage and Sludge Deliveries

The reported quantity of liquid sludge was 14% above the budgeted amount, sludge cake was 34% above the budgeted amount, and gray water was 4% above the budgeted amount for the month of September 2020.

586.10 Maintenance

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

While performing routine checks of the Spill Containment Structure located by the River Road Plant entrance on September 17, 2020, it was found that the three-inch PVC piping for the sump pump was cracked and leaking while testing the pump. The existing PVC piping and hardware were removed and replaced. The system was tested and placed back into operation.

On April 29, 2020, work began on removing the three (3) existing Explosion Proof Heaters located in the Princeton Pump Station Wet Well due to poor performance and corrosion. All heaters, brackets, thermostats, and wiring were removed. The three (3) new heaters were installed with new mounting brackets, new wire was run through the existing conduits along with new wall mounted thermostats. After the installation was completed, the heaters were tested and placed into standby on October 2, 2020. This project took longer than expected due to the delay in receiving parts because of the pandemic.

During the offline period of Incinerator No. 2, the task of overhauling the Clinker Grinder started on June 25, 2020 with one Senior Mechanic and one trainee. The overhaul consisted of removing all existing parts and replacing them with all new parts from inventory. The parts consisted of new

shafts, gear reducer, sprockets, bearings, and seals with the exception that two lantern rings that were sent to Marshall Maintenance to be refabricated. The old gear reducer was rebuilt and placed into inventory for future use. Upon completion of the of the overhaul on September 25, 2020, the Clinker Grinder was tested along with the rest of the Ash Conveying System in preparation for switching Incinerators in mid-October.

Highlands Industrial Turbine Service (H.I.T.S.) was onsite September 30, 2020 to remove and replace the existing starting and control power batteries to the River Road Emergency Generator after a recent routine maintenance report performed by H.I.T.S. indicated that the batteries were showing signs of decline due to their age. Once the installation was completed the generator was tested under no load and placed into standby.

Provided in the report were several graphs that monitor our monthly progress. The current monthly open work requests stand at eighteen (18). On the Preventive Maintenance graphs, we currently are averaging four (4) days overdue and the number of overdue units is approximately five (5).

586.11 Construction Report

Mr. Doelling reported that Material Matters presented the cost and feasibility of options/alternatives to incineration. Composting was preliminarily selected as the most viable option due to proximity, resulting in lower hauling cost, and competitive tipping fees. Staff is performing a detailed review of the presentation and is in the process of preparing comments. Staff anticipates that Material Matters will issue a draft report next month.

Mr. Doelling stated that the sludge compost, if a Class A solid, would have a beneficial use. The compost would be mixed with other wood and carbon sources, such as food waste. The waste products would degrade naturally in a compost heap that would produce a nutrient rich product which will probably be sold. The composting would be conducted off-site in Falls Township, PA. The facility will be coming online soon for customers.

Mr. Doelling reported that there were two (2) change order for Contract 17-1, Pennington WWTP Upgrade and Expansion Project.

Change Order No. 13 in the amount of \$3,200.93 is for the labor and material to install air release piping on the two (2) new UV systems. The manufacturer recommended that an air release system be installed on each UV unit. Staff reviewed the installation location and available options for air release styles and determined that a PVC piped air release system would be preferred.

This change order has been negotiated by SBRSA staff with CMS Construction Inc.

Staff recommended approval of Resolution No. 2020-081, Authorizing the Approval of Change Order No. 13 for the Labor and Material to Install Air Release Piping on the Two (2) New UV Systems for the Pennington WWTP Upgrade and Improvements Project, Contract 17 -1.

Mr. Doelling recommended approval of Change Order No. 14 in the amount of \$3,064.89 to allow the new UV disinfection system(s) to communicate to the Main PLC via Modbus TCP a Modbus gateway.

Approval of Change Order No. 14 will compensate the Contractor for the labor and material necessary to install and program the Modbus gateway that will allow the new UV disinfection systems to communicate with the existing plant-wide SCADA system.

Staff recommended approval of Resolution No. 2020-082, Authorizing the Approval of Change Order No. 14 for the Labor and Material to Integrate UV Disinfection Systems into Existing Plant-Wide SCADA System for the Pennington WWTP Upgrade and Improvements Project, Contract 17 -1.

Mr. Morehouse moved both Resolutions 2020-081 and 2020-082. Both Change Orders were discussed in the Construction Committee Meeting. The motion was seconded by Mr. Vilaro-Munet and passed by a roll call vote of 5 to 0. Resolutions 2020-081 and 2020-082 follows.

**Resolution Authorizing the Approval of Change Order No. 13 for the
Labor and Material to Install Air Release Piping on the Two (2) UV Units for the
Pennington WWTP Upgrade and Improvements Project, Contract 17-1**

Resolution No. 2020-081

WHEREAS, on April 13, 2018, the Stony Brook Regional Sewerage Authority (SBRSA) issued a Notice to Bidders seeking the receipt of sealed public bids for the “Pennington WWTP Upgrade and Expansion Project, Contract 17-1”; and

WHEREAS, the SBRSA, at its June 25, 2018 Board meeting, awarded the Pennington WWTP Upgrade and Expansion Project, Contract 17-1, to CMS Construction, Inc. (CMS) in the amount of \$9,669,500; and

WHEREAS, the SBRSA at its February 25, 2019 Board meeting approved Change Order No. 1 in the amount of \$19,509.37; and at its February 25, 2019 Board meeting approved Change Order No. 2 in the amount of \$12,145.42; and at its March 25, 2019 meeting approved Change Order No. 3 in the amount of \$1,015.30, and Change Order No. 4 in the amount of \$11,447.33, and Change Order No. 5 in the amount of \$3,652.22; and at its October 28, 2019 meeting approved Change Order No. 6 in the amount of \$1,864.80 and Change Order No. 7 in the amount of \$5,589.62; and at its March 24, 2020 meeting approved Change Order No. 8 in the amount of \$21,909.58; and at its August 24, 2020 meeting approved Change Order No. 9 in the amount of \$8,953.31, and Change Order No. 10 in the amount of \$8,366.84; and at its September 21, 2020 meeting approved Change Order No. 11 in the amount of \$5,481.35 and Change Order No. 12 in the amount of \$16,528.36 the resulting adjusted contract amount is \$9,785,889.31; and

WHEREAS, the original project scope included the installation of two (2) new in-line ultraviolet (UV) disinfection systems to replace the existing chlorination (sodium hypochlorite) and dichlorination (sodium bisulfite) liquid feed systems; and

WHEREAS, during the UV system start up and testing, it was discovered that the UV chamber entrains air causing the units to heat up above the alarm setpoint, then shut down due to high temperature; and

WHEREAS, to allow the UV system to vent entrained air, the UV manufacturer recommended installing two (2) air releases on each unit, for a total of four (4) air releases; and

WHEREAS, the air releases were not shown on the plans or specifications; and

WHEREAS, SBRSA reviewed the installation location and available options for air release styles and determined that a PVC piped air release system would be preferred; and

WHEREAS, CMS Construction Inc. was asked to submit a change order request for the labor and materials necessary to install the air release systems; and

WHEREAS, CMS Construction Inc. submitted a change order request in the amount of \$3,200.93; and

WHEREAS, the abovementioned changes to Contract 17-1 are more fully set forth and incorporated within the October 20, 2020 Contract Change Order No. 13 document in the amount of \$3,200.93 resulting in an adjusted contract amount of \$9,789,090.24; and

WHEREAS, the contract completion date for the project shall remain unchanged as a result of Change Order No. 13; and

WHEREAS, the Director of Finance has certified funds are available from the unrestricted fund balance; and

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

1. The Executive Director is authorized and directed to execute Change Order No. 13 with CMS Construction, Inc. in the amount of \$3,200.93 resulting in an adjusted contract amount of \$9,789,090.24.
2. This Resolution shall take effect immediately; and

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

<u>Recorded Vote:</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Gale D. Downey	X			
David A. Goldfarb	X			

C. Schuyler Morehouse	X	
Bharat Patel	X	
Pamela Switlik		X
Miguel Vilaro-Munet	X	

Resolution Authorizing the Approval of Change Order No. 14 for the Labor and Material to Integrate the UV Disinfection Systems into the Existing Plant-Wide SCADA System for the Pennington WWTP Upgrade and Improvements Project, Contract 17-1

Resolution No. 2020-082

WHEREAS, on April 13, 2018, the Stony Brook Regional Sewerage Authority (SBRSA) issued a Notice to Bidders seeking the receipt of sealed public bids for the “Pennington WWTP Upgrade and Expansion Project, Contract 17-1”; and

WHEREAS, the SBRSA, at its June 25, 2018 Board meeting, awarded the Pennington WWTP Upgrade and Expansion Project, Contract 17-1, to CMS Construction, Inc. (CMS) in the amount of \$9,669,500; and

WHEREAS, the SBRSA at its February 25, 2019 Board meeting approved Change Order No. 1 in the amount of \$19,509.37; and at its February 25, 2019 Board meeting approved Change Order No. 2 in the amount of \$12,145.42; and at its March 25, 2019 meeting approved Change Order No. 3 in the amount of \$1,015.30, and Change Order No. 4 in the amount of \$11,447.33, and Change Order No. 5 in the amount of \$3,652.22; and at its October 28, 2019 meeting approved Change Order No. 6 in the amount of \$1,864.80 and Change Order No. 7 in the amount of \$5,589.62; and at its March 24, 2020 meeting approved Change Order No. 8 in the amount of \$21,909.58; and at its August 24, 2020 meeting approved Change Order No. 9 in the amount of \$8,953.31, and Change Order No. 10 in the amount of \$8,366.84; and at its September 21, 2020 meeting approved Change Order No. 11 in the amount of \$5,481.35 and Change Order No. 12 in the amount of \$16,528.36; and assuming Change Order No. 13 in the amount of \$3,200.93 is approved at the October 26, 2020 meeting, the resulting adjusted contract amount is \$9,789,090.24; and

WHEREAS, the original project scope included the installation of two (2) new in-line ultraviolet (UV) disinfection systems to replace the existing chlorination (sodium hypochlorite) and dichlorination (sodium bisulfite) liquid feed systems; and

WHEREAS, the project plans and specifications indicated that the new UV systems were to be integrated into the existing plant-wide SCADA system via Ethernet communication utilizing Modbus TCP; and

WHEREAS, the UV disinfection system submitted and approved was the EVOQUA ETS-UV system that includes Modbus communication capability; and

WHEREAS, to allow the UV system(s) to communicate to the Main PLC via Modbus TCP a Modbus gateway needs to be installed; and

WHEREAS, the Modbus gateway acts as a “signal translator” and converts the UV system Modbus communication format into a communication format acceptable to the Main PLC; and

WHEREAS, the required Modbus gateway was not part of the UV system submittal; and

WHEREAS, the requirement for a Modbus gateway was not included in the Specifications; and

WHEREAS, Staff reviewed this issue with Kleinfelder, and it was concluded that the project’s system integrator should supply and program the required Modbus gateway; and

WHEREAS, CMS Construction Inc. was asked to submit a change order request for the system integrator to provide the necessary labor and material to integrate new UV disinfection systems into the existing plant-wide SCADA system; and

WHEREAS, CMS Construction Inc. submitted a change order request for the for the labor and material to integrate new UV disinfection systems into the existing plant-wide SCADA system in the amount of \$3,064.89; and

WHEREAS, the abovementioned changes to Contract 17-1 are more fully set forth and incorporated within the October 20, 2020 Contract Change Order No. 14 document in the amount of \$3,064.89 resulting in an adjusted contract amount of \$9,792,115.13; and

WHEREAS, the contract completion date for the project shall remain unchanged as a result of Change Order No. 14; and

WHEREAS, the Director of Finance has certified funds are available from the unrestricted fund balance; and

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

1. The Executive Director is authorized and directed to execute Change Order No. 14 with CMS Construction, Inc. in the amount of \$3,064.89 resulting in an adjusted contract amount of \$9,792,115.13.
2. This Resolution shall take effect immediately; and

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

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

Mr. Doelling reported that a pre-bid meeting for the Contract 19-2, River Road WWTP UV Disinfection and Filtration Project was conducted on October 14, 2020. Addendum No. 1 and Addendum No. 2 were both released. Bids for the project will be received on November 5, 2020. Staff anticipates awarding the project at the November 16, 2020 Board Meeting.

Mr. Doelling reported that staff requested quotations for the headworks painting project. The quotations were distributed to several painting contractors for work focused on correcting paint/coatings deficiencies noted in the current and previous annual inspection reports. Quotations for this work are currently being reviewed. Staff anticipates awarding the project at the November 16, 2020 Board Meeting.

A discussion took place regarding the Plant Influent Flow Meter.

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

Design

River Road Sludge Storage Hopper Feed Screw Replacement Project

GHD continues its work on finalizing the design plans and specifications for this project. Staff anticipates advertising this project for bid during the early spring 2021.

Construction

Contract 18-3 Millstone Pump Station Odor Control Improvements: During the past reporting period the mansard roof was installed. Remaining work includes minor punch list work and site restoration.

Small Capital Projects

Contract 20-3 Modified Aeration (MA) Clarifier No. 2 Improvements: During the past reporting period, J.P. Smith Contractors, Inc., demolished the tank weirs and baffles, and has begun sand blasting and painting the collector mechanism. A change order is being evaluated to replace deteriorated steel support structures discovered during sand blasting. SBRSA staff is in the process of finalizing the scope and negotiating the cost. Currently the additional repair work will include the following and has an estimated cost of \$20,000.

- Replacement of deteriorated steel angles holding up the skimmer arm.
- Replacement of several worn and corroded areas on the lower plow angle steel.
- Removal and replacement of the base plate for the column holding up the skimmer arm.

Process Control/SCADA

The monthly meter verifications were performed by staff on October 1, 2020. Preventative maintenance was completed for all field devices and process control loops.

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

Miscellaneous Repair:

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

- River Road WWTP
 - Replaced a leaking pneumatic solenoid valve on Hearth No. 3 of Incinerator No. 1. The faulty solenoid allowed high-pressure instrument air to leak into regulated air lines, causing additional damage to a combustion air valve actuator.
 - Completed all start-up checks for Incinerator No. 2 prior to bringing the unit online.
 - Troubleshooting and repair of the combustion air actuator for Hearth No. 7 of Incinerator No. 2. A failed control relay in the burner control circuit for the purge air solenoid valve prevented the actuator from responding properly. The control relay was replaced, and the burner was returned to service.
 - The flow meter for the Quencher Weir water supply on Scrubber No. 2 was indicating zero flow despite water pressure within the pipe. A clog was found in the shut-off valve. The clog was cleared, and the quench system was returned to service.
 - The Programmable Logic Controller (PLC) in CEMS No. 2 lost its program and configuration from volatile memory due to a discharged onboard battery and a failed uninterruptible power supply (UPS). The program was reloaded, the battery replaced, and the UPS was replaced with a power strip as the whole system is protected by the new, larger incinerator control system UPS.
 - Sludge Pump No. 4 was not responding to speed adjustments. Troubleshooting found a loose terminal in the center shaft rotation timer relay. This was causing that the incinerator PLC to intermittently lose its sludge feed permissive and initiate a controlled burnout sequence after a short delay.
 - Replaced and programmed two failed burner temperature control modules.
 - The level meter for the grit lift chamber at the Headworks Building failed due to rainwater ingress. The meter was replaced and moved to a location that is less susceptible to rain.
 - Removed abandoned wires and network cabling from the server room and IT managers office.
 - Solved an issue with Modified Aeration Aerator variable frequency drive (VFD) No. 2 where the option board would not communicate with the industrial network.

- Rebuilt the effluent valve actuator control solenoid for Filter No. 3.
 - Realigned the Filter No. 6 effluent valve control arm and replaced the key-stock.
 - Replaced brittle and worn-out switches on the sodium hypochlorite and sodium bisulfite pump control panels in the Disinfection Building.
 - Identified and corrected a fault where Mechanical Bar Screen No. 1 in the Headworks Building would shut down on a zero-motion fault after fifteen seconds of operation.
- Pennington WWTP
 - Assembled floatation mounts for all 6 dissolved oxygen (DO) probes and installed them into new Orbal Tank No. 1.
 - Troubleshooting and replacement of a faulted DO probe in new Orbal Tank No. 1.
 - Installed and programmed VFDs for the two wash water pumps. Also installed communication wiring to interface the VFDs with the SCADA system.

Information Technology

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

General:

All virtual machines, servers and network equipment have been moved into the server room.

River Road WWTP Operation Building Structured Cabling Project:

The cabling project remains at 99% complete. Remaining work includes the termination of fiber-optic cables.

586.12 Finance

Payment of Bills and Claims

Mr. Goldfarb moved for approval of Resolution 2020-079 for the payment of bills and claims in the amount of \$1,196,454 with two signatures instead of three. The motion was seconded by Mr. Patel and passed by a roll call vote of 5 to 0. Resolution 2020-079 follows.

Resolution Regarding Payment of Bills and Claims

Resolution No. 2020-079

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 \$1,196,454 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			

Mr. Patel was no longer on the teleconference Board Meeting.

Treasurer's Report

Mr. Chong reported the net income for the ten-months of 2020 fiscal year, ending September 30, 2020, was \$1,082,440. The Authority has total cash and investments of \$14,170,264. The current construction projects balance is \$2,798,112. There are sufficient funds for these projects. The outstanding bond principal balance is \$18,891,356.

Monthly Sludge Business Analysis

Mr. Chong reported the net income figure for the month of September is \$157,619 and the cumulative year to date net income is \$1,287,597.

Staff recommended approval of Resolution 2020-077, Authorizing the Award of a "No Political Contribution Allowed" Contract for 2020 Audit to Suplee, Clooney and Company for an estimated total fee of \$21,500, an increase of \$800 from the prior year. Suplee, Clooney and Company performed SBRSA's 2019 audit.

Resolution 2020-077 was moved by Mr. Goldfarb, seconded by Mr. Morehouse, and passed by a roll call vote of 4 to 0. Resolution 2020-077 follows.

**Resolution Authorizing the Award of a "No Political Contributions Allowed"
Contract for the 2020 Audit to Suplee, Clooney & Company**

Resolution No. 2020-077

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, 2020; and

WHEREAS, Suplee, Clooney & Company has submitted a proposal indicating they will provide auditing services to the Stony Brook Regional Sewerage Authority for the year ending November 30, 2020 for a fee not to exceed \$21,500.00; 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, Suplee, Clooney & Company has completed and submitted a Business Entity Disclosure Certification which certifies that Suplee, Clooney & Company 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 Suplee, Clooney & Company from making any reportable contributions through the term of the contract; and

WHEREAS, the Director of Finance has certified funds are available in the 2021 Budget Fiscal Audit line account 1000-4005.

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

1. That the Executive Director is hereby authorized to execute a professional services agreement between Suplee, Clooney & Company and the Stony Brook Regional Sewerage Authority, for the performance of the 2020 audit for the year ending November 30, 2019, as described herein, in an amount not to exceed \$21,500.00 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>
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel				X
Pamela Switlik				X
Miguel Vilaro-Munet	X			

Staff recommended approval of Resolution 2020-078, to Amend 2021 Authority Budget Resolution 2020-072. The amendment was based on comments by the DCA regarding the total capital appropriations. The capital appropriation was changed from \$1,800,000 to \$23,600,000 to agree with the total estimated costs for the projects listed on page CB-3 of the proposed capital

budget. Resolution 2020-078 is being resubmitted for approval. There is no change to the participants charges or any other line items.

Resolution 2020-078 was moved by Mr. Goldfarb, seconded by Mr. Morehouse, and passed by a roll call vote of 4 to 0. Resolution 2020-078 follows.

2021 AUTHORITY BUDGET RESOLUTION
Stony Brook Regional Sewerage Authority
Amend Resolution # 2020-072
Resolution # 2020-078

FISCAL YEAR: 2021 FROM: December 1, 2020 TO: November 30, 2021

WHEREAS, the Annual Budget and Capital Budget for the Stony Brook Regional Sewerage Authority for the fiscal year beginning, December 1, 2020 and ending, November 30, 2021 has been presented before the governing body of the Stony Brook Regional Sewerage Authority at its open public meeting of September 21, 2020; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$16,293,825, Total Appropriations, including any Accumulated Deficit if any, of \$16,293,825 and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$23,600,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$1,800,000 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 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 an open public meeting held on October 26, 2020 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Stony Brook Regional Sewerage Authority for the fiscal year beginning, December 1, 2020 and ending, November 30, 2021 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 16, 2020.

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel				X
Pamela Switlik				X
Miguel Vilaro-Munet	X			

Staff recommended approval of Resolution 2020-080, Authorizing the Award of a “No Political Contributions Allowed” Contract(s) for Non-Professional Service Vendors. This is the pay-to-play provision. Staff anticipates making purchases from the listed vendors that will exceed the \$17,500 limit. Staff has obtained the appropriate documentation from these vendors. Resolution 2020-080 was moved by Mr. Goldfarb, seconded by Mr. Morehouse and passed by a roll call vote of 4 to 0. Resolution 2020-080 follows.

Resolution Authorizing the Award of a “No Political Contributions Allowed” Contract(s) for Non-Professional Service Vendors
Resolution No. 2020-080

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

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

WHEREAS, the term of this contract is 12 months. Commencing on December 1, 2019 and ending November 30, 2020 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.

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

Year 2020 No Political Contribution Allowed Contracts:	
Company Name	Service
Ives Equipment	Incinerator Instrumentation
Mutimer Company	RTO Forced Draft Fan

586.13 Personnel Report

Ms. Pchola reported that Mr. Sears resigned during this reporting period and Mr. Chong, Director of Finance started on October 19, 2020.

586.14 Correspondence

For information only.

586.15 Old Business

There was nothing to report.

586.16 New Business

Ms. Pchola recommended approval of Resolution 2020-076, Authorizing the Award of a 1-year Liquid Sludge Receiving Contract with South Monmouth Regional Sewerage Authority. Resolution 2020-076 was moved by Mr. Goldfarb, seconded by Mr. Vilaro-Munet and passed by a roll call vote of 4 to 0. Resolution 2020-076 follows.

**Resolution Authorizing the Award of a 1-year Liquid Sludge Receiving Contract
with South Monmouth Regional Sewerage Authority**

Resolution No. 2020-076

WHEREAS, the Stony Brook Regional Sewerage Authority (SBRSA) receives liquid sludge and sludge cake at its River Road Wastewater Treatment Plant; (RRWTP) by and through its liquid sludge depot and its sludge cake receiving facilities, respectively; and

WHEREAS, the South Monmouth Regional Sewerage Authority, located at 1235 18th Avenue, Belmar, New Jersey wishes to enter into a one-year Interlocal Agreement with SBRSA for the disposal of its liquid sludge; and

WHEREAS, SBRSA has the capacity and ability to accept approximately 20,000 gallons of liquid sludge per week from South Monmouth RSA for processing; and

WHEREAS, the South Monmouth Regional Sewerage Authority agrees that liquid sludge will be accepted for disposal at a rate of \$51 per thousand gallons and in accordance with all the terms and conditions of the Interlocal Agreement; and,

WHEREAS, the term of this contract extension will be January 1, 2021 to December 31, 2021; and,

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

3. Authorizes the Chairman to enter into a contract with the South Monmouth Regional Sewerage Authority as described herein; and,
4. This Resolution shall take effect immediately; and

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

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

586.17 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.

586.18 And such other issues as may come before the Board

The Board members agreed that the Board Meetings will be held via teleconference until there is a vaccine available to the public, and the governor declares the public health emergency over.

All Board Meetings scheduled during 2021 will be noticed as via teleconference. If in-person Board Meetings are re-instated, the Board Meeting(s) will be re-noticed.

586.19 Adjournment

As there was no further business to come before the Board, the meeting was adjourned at 8:37 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
November 2, 2020