

Minutes of Meeting #530 February 22, 2016 – Stony Brook Regional Sewerage Authority

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

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

MEMBERS ABSENT:

CONSULTANTS: Alexander

STAFF PRESENT: Bixby, Carlino, Irizarry, Kantorek, Kunert, Pchola, Rahimi, Redding, Roga, Sears

530.01 Chairman Bartolini indicated that 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 and on the Authority's website.

Mr. Kantorek introduced Mr. Jonathan Sears, Chief Financial Officer, to the Board. The Board welcomed Mr. Sears.

Oath of Offices

The first order of business was the re-appointments of Mr. Harry Compton, representative for Pennington Borough and Mr. Bharat Patel, representative for South Brunswick Township. Mr. Compton and Mr. Patel were sworn in by Ms. Alexander. The Board congratulated them on their re-appointment to the Board.

530.02 Approval of Minutes

Chairman Bartolini asked for comments/questions on the minutes of the January 25, 2016 Board meeting. Mr. Kantorek indicated that there were two corrections for the minutes. On page 18, under the Payment of Bills and Claims, paragraph 1, line 3 states "...passed by a roll call vote of 6 to 0." The line was changed to read "... passed by a roll call vote of 5 to 0." On page twenty, the recorded vote omitted Mr. Compton's name. The recorded vote was corrected to list Mr. Compton. The minutes, as amended, were approved on a motion by Dr. Downey, seconded by Mr. Patel and passed by a vote of 6 to 0.

530.03 Board Related Activities

Chairman Bartolini noted that this is the Authority's re-organization meeting and the next item of business was the Report from the Nominating Committee and the election of officers for 2016.

Mr. Compton, Chairperson of the Personnel Committee, nominated the following slate of officers for 2016:

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

The slate of officers were elected on a motion by Mr. Goldfarb, seconded by Dr. Downey and passed by a vote of 6 to 0.

Committee Assignments

A copy of the Committee Assignment Policy was provided to the Board.

Chairman Bartolini reviewed the Committee Assignment policy. Chairman Bartolini presented the following Committee assignments for 2016:

Construction Committee

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

Finance Committee

C. Schuyler Morehouse, Chairperson
Bharat Patel

Personnel Committee

Harry Compton, Chairperson
Bharat Patel

Oversight Liaison

David A. Goldfarb

Chairman Bartolini indicated that a decision needs to be made about the Oversight Committee. Since the Committee was started at the request of Princeton, Mr. Goldfarb will discuss this with Princeton.

Mr. Goldfarb moved for approval of the Committee assignments. Mr. Goldfarb noted that perhaps it would be prudent to change Committee assignments in the future. The motion was seconded by Mr. Compton and passed by unanimous vote.

Resolution 2016-06, To Authorize the Defense and Indemnification of the Members and Employees of the Stony Brook Regional Sewerage Authority

Mr. Kantorek explained that Resolution 2016-06 provides protection for each past and present member and employee from the monetary costs of fines, penalties, damages, settlements, costs and legal fees associated with the defense of any civil or criminal actions which may be brought against SBRSA or any such member or employee, as the result of any action(s) or omission(s) relating to the duties of such members or employees to SBRSA.

Mr. Kantorek explained that the Resolution allows the Authority to provide a defense by an attorney chosen by SBRSA; to provide a defense by an attorney of the member/employee's choosing; or assert the SBRSA's right under any appropriate insurance policy which requires the insurer to defend and indemnify. Mr. Kantorek further explained that SBRSA may refuse to provide defense if SBRSA has reason to conclude that the act or omission was not within the scope of the member/employee's duties; was carried out in an individual capacity; subject matter of any action brought by the SBRSA against the member/employee was a violation of the Local Ethics Law; or due to actual fraud, actual malice, willful misconduct or an intentional wrong. Mr. Kantorek indicated that the Resolution will take effect immediately, but would automatically expire unless re-authorized at each annual reorganization meeting of the Authority.

Mr. Kantorek recommended approval of Resolution 2016-06. The resolution was moved by Dr. Downey and seconded by Mr. Goldfarb and passed by a roll call vote of 6 to 0.

Resolution to Authorize the Defense and Indemnification of the Members and Employees of the Stony Brook Regional Sewerage Authority

Resolution No. 2016-06

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

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

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

1. The SBRSA shall, to the extent permitted by law, provide a defense and indemnification to the past and present members and employees of the SBRSA and, therefore, shall pay or otherwise reimburse each past and present member and employee of the SBRSA for all fines, penalties, damages, costs and legal fees associated with any civil or criminal action which may be brought against such member or employee based upon an act or omission of that member or employee arising out of and directly relating to the lawful exercise of his or her official duties or under color of his or her authority.

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

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

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

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

- a.** Provide a defense by an attorney chosen by the SBRSA;
- b.** Provide a defense by an attorney of the member or employee's choosing; or
- c.** Assert the SBRSA's right under any appropriate insurance policy which requires the insurer to defend and indemnify.

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

- a.** Not within the scope of such member or employee's duties or was carried out in an individual capacity;
- b.** The subject matter of any action brought by the SBRSA against the member or employee;

- c. A violation of the Local Government Ethics Law (P.L. 1991, c. 29); or
- d. Due to actual fraud, actual malice, willful misconduct or an intentional wrong.

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

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

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

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

Pending Legislation

Mr. Kantorek indicated that legislation is pending that imposes a two percent cap on the annual budgets of regional sewerage authorities. A copy of an e-mail of the pending bill was provided to the Board. Mr. Kantorek indicated that unlike the 2 percent cap for municipalities, this bill had no exclusions when first introduced. Through discussions and petitioning some exclusions have now been included in the bill. To date the bill has only received sponsorship in the Senate. Ms. Alexander indicated that the Senate is adamant that this bill will become law.

A discussion took place regarding the impact that this legislation may have on the Authority's sludge business. Chairman Bartolini indicated that the Board will discuss the bill in the future when more details of the bill become available.

Consultant List

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

Member List/Municipal Information

The Member List/Municipal Information was provided to the Board. Mr. Kantorek indicated that any changes to the list should be given to staff.

530.04 Planning and Administration

Mr. Kantorek reported that the most current 12-month average daily River Road plant flow is 8,703,772 gpd with 727,654 gpd of approved but inoperative flow for a total committed flow of 9,431,426 gpd with 3,628,574 gpd or 27.78% of available capacity. The most current 12-month average daily flow at the Hopewell Plant is 215,940 gpd with 1,200 gpd of inoperative flow, for a total committed flow of 217,140 gpd with 27.62% or 82,860 gpd of available capacity. The Pennington Plant presently has 241,655 gpd as the most current 12-month average daily flow, with 18,119 gpd of approved but inoperative flow, for a total committed flow of 259,774 gpd, with 13.41% or 40,226 gpd of available capacity. Mr. Kantorek noted that most of the inoperative flow total for the Pennington Plant is the unused portion of Bristol-Meyers Squibb approved flow.

Monthly Flow Transmittal

The monthly flow transmittal for January was provided for information.

It was agreed at the January 25, 2016 SBRSA Board meeting that flow adjustments would be made when the meters are greater than ± 5 percent out of calibration instead of the current ± 2 percent. However the meters will still be adjusted/calibrated when the meter accuracy is off by more than ± 2 percent. For the month of January all meters were within ± 5 percent.

At the Millstone Pump Station, the hourly meter data on January 11, 2016 indicated that the meter spiked for two hours (11:00 am and noon). This data was replaced with the average of the hour before and after.

At the Hopewell STP Influent meter, on January 23, 2016 there were four hours (2 pm to 5 pm) where the meter was reading zero or a portion of the hour where the meter was reading zero. The data was replaced with the average of the hour before and after.

530.05 Approval Requests and Actions

TWA-1 Approvals

White Oak Drive Sanitary Sewer Line Extension, Block 2101, Lots 16.01, 17, & 18, Princeton

Ms. Pchola reported that this project is for a sewer extension of 118 feet of 8-inch diameter PVC pipe, one new manhole and four (4) new house connections for the construction of four (4) new single family homes.

4 single-family residences	300 gpd/unit	1,200 gpd
	Total Flow	1,200 gpd

Ms. Pchola indicated that this project has been approved by the Princeton Planning Board. The TWA application has been endorsed by the Princeton Engineer and approved by the Princeton Sewer Operating Committee (PSOC).

Staff recommended approval of this application at the requested flow. So moved by Mr. Goldfarb, seconded by Dr. Downey and passed by a vote of 6 to 0.

Time Extensions

None.

NJPDES Enforcement Requested

None.

Water Quality Management Plan Amendments

None

Allocated Flow Update

Ms. Pchola provided the Board with a summary with an updated River Road total inoperative flow report.

There was a discussion regarding the time limits for construction to begin on TWA projects. Staff will begin reviewing the existing approved TWAs to determine which projects are reaching the two-year-time limit.

530.06 Regulatory Report

Discharge Monitoring Report (DMR)

Mr. Rahimi reported that the Discharge Monitoring Reports for the month of December 2015 were submitted to the NJDEP. There were no violations reported.

Mr. Rahimi indicated that staff is currently reviewing the January DMRs.

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

Mr. Rahimi indicated that the River Road annual Effluent Surface Water Discharge Waste Characterization Report for the period of February 2015 through January 2016 was submitted to NJDEP.

Residuals Discharge Monitoring Report (RDMR)

Mr. Rahimi indicated that the November 2015 RDMRs were submitted to NJDEP. All River Road parameters were compliant with the Authority's Air Permit requirements.

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

Air Reporting

Mr. Rahimi reported that the 4th quarter 2015 Incinerator Sludge Metals Report was filed with the NJDEP. There were no exceedances of the monthly or 12-month weighted average metals concentration limits or the 12-month rolling lead or mercury emission limits.

Mr. Rahimi indicated that the 4th quarter 2015 Excess Emissions and Monitoring Report was submitted to NJDEP and EPA. Incinerator #1 operating with Afterburner (AB) (OS1) had 3.83 hours of excess Oxygen emissions (Oxygen<3.0%). This is not a violation since the Carbon Monoxide (CO) concentration during these periods was less than 100 ppmv at 7% Oxygen.

Mr. Rahimi reported that the semi-annual 40 CFR 60, Subpart O report for the last six months of 2015 was submitted to NJDEP and EPA. Incinerator No. 1 operating with the RTO (OS27) had 0.30 hour of low scrubber differential pressure excess emission, due to equipment malfunction which is not a violation.

Mr. Rahimi noted that the federal annual 40 CFR 503 Subpart E report was submitted to EPA and NJDEP. The 40 CFR 503 limits were not exceeded for the five reported metals:

arsenic, cadmium, chromium, lead, and nickel. This report also supplies daily and monthly averages for combustion hearth temperature, afterburner temperature, RTO temperature, pressure drop, CO and oxygen.

Mr. Rahimi reported that staff submitted the Title V 2015 Combined 2nd Half Semi-Annual Deviation Report/Annual Compliance Certification to EPA and NJDEP. This report includes all deviations that occurred throughout the reporting year.

Mr. Rahimi indicated that staff is currently preparing the 2015 Title V Annual Bypass Use report.

Miscellaneous

Mr. Rahimi reported that the Incinerator Slag disposal annual recertification was submitted to Waste Management of Pennsylvania on February 10, 2016 and was approved for 2016.

Mr. Rahimi indicated that the River Road 2015 annual Infiltration/Inflow progress report was submitted to NJDEP on February 3, 2016. A copy of the report was provided to the Board.

530.07 Safety

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

Mr. Irizarry noted that as of February 16, 2016 Stony Brook Regional Sewerage Authority has gone 1622 consecutive days without a “Lost Time Accident”.

Mr. Irizarry indicated that staff has prepared the draft specifications for fire alarm monitoring at both Upstream Plants. The documents are under in-house review.

Mr. Irizarry reported that on November 2, 2015 the Joint Insurance Fund (JIF) conducted an inspection for Princeton Pump Station and the spill containment chamber, front gate and front steps of the main entrance to the River Road plant. Two issues were identified: that the Authority enroll in the Driver Qualification Program to periodically review the abstracts for drivers of the Authorities vehicles and to install identification labels on the front gate control panel indicating where the main electrical source is located. Both issues have been addressed.

Mr. Irizarry indicated that on January 21, 2016 a risk control specialist from CNA conducted a survey of the River Road Facility. CNA works in concert with the Joint Insurance Fund which is the Authority’s insurance provider. The specialist assessed items which included the emergency generator and the substation, etc. The specialist also conducted the annual inspection of the Operations Building boiler. The boiler was found to be in satisfactory condition and a “Certificate of Inspection” will be issued to the Authority.

Mr. Irizarry noted that staff submitted the application and supporting documents to receive the “Governor’s Award” for going four consecutive calendar years without a “Lost Time Accident”. A copy of the “Award” letter was provided to the Board.

Mr. Irizarry indicated that staff renewed the Underground Storage Tank registration certificates for River Road and Princeton Pump Station.

Mr. Irizarry reported that there were no training events during this reporting period due to the incinerator stack testing.

530.08 Litigation

The Litigation Report was provided for information.

Ms. Alexander indicated that there were several changes this month to the Litigation Report.

River Road Wastewater Concerns

Ms. Alexander reported that a draft permit was received by SBRSA on February 1, 2016. The public comment period commenced upon publication on February 3, 2016. Accordingly, SBRSA has until March 4, 2016, to submit comments to the NJDEP. To date, the issues identified are effluent limitations for Nitrate; Chlorine Produced Oxidants; chlorination byproducts (Chlorodibromomethane and Bromodichloromethane); and E. Coli, as well as, issues related to the establishment of sufficiently sensitive test methods and NJDEP’s blending line policy. Also, issues have been noted regarding the outdated facility schematic and the requirement that SBRSA determine if local limits are needed for the chlorination byproducts.

Hopewell/Pennington NJPDES Permit Concerns

Ms. Alexander indicated that the Request for a Hearing filed on August 4, 2014, was assigned to the Honorable Lisa James-Beavers. ALJ for adjudication, Jacobine Dru has been assigned as the Deputy Attorney General on behalf of the NJDEP.

A telephone status conference took place on February 22, 2016. Ms. Alexander indicated that the outstanding issues and the Tiered Use regulation, which should be formalized in 2017, were discussed. Also discussed was the Capacity Assurance Plan and Rules. Both Pennington and Hopewell permits were requested to be placed on the inactive list. Being placed on the inactive list means that no legal involvement will take place during this period.

A brief discussion regarding the Pennington STP expansion and the need for capacity took place. Staff will provide the Board with information regarding the expansion at the Pennington STP at the March meeting.

530.09 Operations Report

River Road Facility

Mr. Kunert reported that the performance testing of the new scrubber system for Incinerator No. 2 began on January 20, 2016 and was successfully completed.

Mr. Kunert indicated that the compliance testing for Incinerator No. 2 using the new scrubber system began on January 26, 2016 and ended on February 9, 2016. Staff is waiting for the results of this test.

Mr. Kunert reported that Modified Aeration Clarifier No. 2 was taken off-line for cleaning and inspection.

Mr. Kunert noted that the staff handled the January 26, 2016 snowstorm well. The facilities were plowed and shoveled promptly. All Treatment Facilities operated well during this event.

Mr. Kunert reported that SBRSA has begun taking liquid sludge from Nestle. The cold temperatures inhibits Nestle's ability to land apply their sludge.

Upstream Facilities

Mr. Kunert reported that both Upstream Facilities operated well.

Odor Report

Mr. Kunert reported that staff received no odor complaints during the month of January. No odor complaints were received for the partial month of February 2016.

Customer Septage and Sludge Deliveries

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

530.10 Maintenance

Mr. Roga reported that the Ash Shuttle Conveying System was removed from service because the belt that conveys ash to the dumpster had ripped apart at the splicing seam. Another belt was installed and once tested the ash conveying system was placed back into service.

Mr. Roga indicated that modifications were made to the WESP automatic flushing system piping, which had been failing periodically, on February 5, 2016. The original piping was made of 3-inch PVC and had multiple leaks and had broken on several occasions. The new

installation consisted of 3-inch galvanized steel piping and fittings to add more strength to connections and eliminate further failures. A photograph of the modifications to the WESP flushing system was provided to the Board.

Mr. Roga reported that the expansion joint on the discharge side of Induced Draft Fan No. 1 was replaced on February 8, 2016. This was necessary because the expansion joint material was beginning to deteriorate and was allowing condensation to leak onto the fan housing. A new expansion joint was installed along with new gaskets for the duct flanges and mounting hardware. The fan was tested and placed back into service.

Mr. Roga indicated that Sludge Receiving Pump No. 2 located at the Liquid Sludge Depot was removed from service on February 10, 2016 due to several pin holes in the seal housing of the pump. After removing the existing pump, it was discovered that the impeller was badly worn as well. A reconditioned spare pump from inventory and a new impeller were installed, tested and the unit was placed back into service.

A copy of a list of items that have been corrected from the 2015 Kleinfelder Annual Inspection Report was provided to the Board. Mr. Roga noted that staff will continue to move forward and correct as many items as possible in-house. Staff will discuss how to proceed with all other items that cannot be corrected in-house.

The number of open work requests stand at seventeen (17). The Preventive Maintenance graphs show that SBRSA is currently averaging two (2) days overdue and the number of overdue units is approximately nineteen (19).

530.11 Construction Report

Upstream Facilities Process Evaluation/Panning Study

Ms. Pchola reported that staff met with Kleinfelder on February 11, 2016 for a detailed discussion regarding the draft Pennington Facility Planning Study. Kleinfelder will incorporate our comments/discussion points and provide a final planning study which will include an Executive Summary. The Executive Summary will be provided to the Board at the March meeting.

Ms. Pchola noted that based on discussion of the Pennington Report, Kleinfelder will complete the draft Hopewell Facility Planning Study.

2015 Annual Inspection

Ms. Pchola indicated that staff prepared a summary of items that addresses the Authority's status of items identified as first (or high) priority. The full 2015 Annual Inspection Report was provided to the Construction Committee prior to the January meeting. A copy of the summary of the items from the 2015 Annual Inspection Report was provided to the Board.

Information Technology Management Services

Ms. Pchola reported that staff continues to work with EMA and the temporary IT Manager.

Data Center

Ms. Pchola indicated that EMA was on site February 11, 2016 to obtain data/information for the functional design description for the new data center that will house the new servers. Staff provided EMA with HVAC and electrical information prior to the site visit.

Dewatered Sludge Handling Improvements Project

Ms. Pchola reported that GHD was on site on February 9, 2016 and met with the original manufacturer/supplier of the sludge cake receiving equipment to discuss the replacement of the cake bin receiving screws. In addition GHD gathered information regarding the location of the equipment control panels. It was decided that a new enclosure will be located next to the existing carbon unit to house the new control panels for Schwing pumps 1 through 4 and also the new control panels for the receiving bin feed screws.

Ms. Pchola noted that a copy of the minutes of the January 12, 2016 meeting for the 30% design submission by GHD were provided to the Board.

Ms. Pchola explained that as a result of the meetings between GHD and SBRSA on January 12th and February 9th, several additions to the original scope of work were requested of GHD. The additions will enhance performance, provide better access for maintenance when working on the equipment and provide longevity of the new equipment. The additional out of scope items are included in the amendment request from GHD dated February 18, 2016. Amendment No. 1 is in the lump sum amount of \$17,992.

Staff recommended approval of Resolution 2016-12, Authorizing the Award of Amendment No. 1 to the "No Political Contributions Allowed" Contract to GHD for the Design of the Dewatered Sludge Handling Improvements Project. So moved by Dr. Downey, seconded by Mr. Compton and passed by a roll call vote of 6 to 0. Resolution 2016-12 follows.

Resolution Authorizing the Award of Amendment No. 1 to the "No Political Contributions Allowed" Contract to GHD for the Design of the Dewatered Sludge Handling Improvements Project

Resolution No. 2016-12

WHEREAS, the Stony Brook Regional Sewerage Authority ("Authority") currently has a contract in place with GHD as a "No Political Contributions Allowed Contract" for the design of dewatered sludge handling improvements; and

WHEREAS, the scope of work as originally defined in the request for proposals indicated that the replacement of the dewatered sludge pumps and receiving bins screws were to be replaced in kind; and

WHEREAS, as a result of a meeting on January 12, 2016 between the Authority and GHD to discuss the 30% project progress design documents and a meeting on February 9, 2016, the Authority requested several additions and changes to the project; and

WHEREAS, the changes requested by the Authority are clearly outlined in the amendment request submitted by GHD dated February 18, 2016 as attached herein; and

WHEREAS, the changes/additions requested by the Authority are to enhance performance, assist in maintenance, and provide longevity of the new equipment; and

WHEREAS, staff has reviewed Amendment No. 1 request by GHD and find the request reasonable in the lump sum amount of \$17,992; and

WHEREAS, the total lump sum for this project including Amendment No. 1 is \$72,648; and

WHEREAS, staff recommends approval of Amendment No. 1 to GHD's existing design contract for the dewatered sludge handling improvements; and

WHEREAS, GHD has on file with SBRSA a Business Entity Disclosure Certification which certifies that GHD its subsidiaries, assigns or principals controlling in excess of 10% of the company has neither made a contribution that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16, in the one (1) year period preceding the award of the contract that would, pursuant to P.L. 2004, c.19, affect its eligibility to perform this contract, nor will it make a reportable contribution during the term of the contract to a municipal political party committee of a governing body that appoints members to the Authority including, Princeton, South Brunswick Township, West Windsor Township, Hopewell Borough, Hopewell Township, and Pennington Borough, when the contract is awarded, or to any municipal candidate committee of any candidate for or holder of municipal elective public office of any such municipality when the contract is awarded; and

WHEREAS, the Stony Brook Regional Sewerage Authority has sufficient funds in retained earnings for this work.

NOW THEREFORE, BE IT RESOLVED that the Board of the Stony Brook Regional Sewerage Authority authorizes Amendment No.1 in the amount of \$17,992 for the Dewatered Sludge Handling Improvements design 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			

Ms. Pchola explained that as required by the New Jersey Environmental Infrastructure Financing Program (NJEIFP) an Agreement for construction services must be in place. Staff requested that GHD provide a proposal for construction services for this project. GHD provided the attached proposal dated February 18, 2016. The construction services proposal is for the time charge fee of \$31,919.

Staff recommended approval of Resolution 2016-08, Authorizing the Award of a “No Political Contributions Allowed” Contract to GHD for Services during Construction for Contract 16-1 Dewatered Sludge Handling Improvements Projects. So moved by Dr. Downey, seconded by Mr. Patel and passed by a roll call vote of 6 to 0. Resolution 2016-08 follows.

**Resolution Authorizing the Award of a “No Political Contributions Allowed”
Contract to GHD for Services During Construction for Contract 16-1 Dewatered
Sludge Handling Improvements Project**

Resolution No. 2016-08

WHEREAS, the Stony Brook Regional Sewerage Authority (SBRSA) has a need for construction services for Contract 16-1 Dewatered Sludge Handling Improvement Project as a contract that does not allow for political contributions to the Authority or its members (“No Political Contributions Allowed” contract) pursuant to the provisions of N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the Assistant Finance Officer Ms. Diane Redding has determined and certified in writing that the value of the work will exceed \$17,500; and

WHEREAS, SBRSA had requested and GHD has submitted a proposal dated February 18, 2016 and an Agreement indicating they will provide construction services for Contract 16-1 Dewatered Sludge Handling Improvement Project on a time charge fee basis at a cost of \$31,919; and

WHEREAS, GHD has on file with SBRSA a Business Entity Disclosure Certification which certifies that GHD its subsidiaries, assigns or principals controlling in excess of 10% of the company has neither made a contribution that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16, in the one (1) year period preceding the award of the contract that would, pursuant to

P.L. 2004, c.19, affect its eligibility to perform this contract, nor will it make a reportable contribution during the term of the contract to a municipal political party committee of a governing body that appoints members to the Authority including, Princeton, South Brunswick Township, West Windsor Township, Hopewell Borough, Hopewell Township, and Pennington Borough, when the contract is awarded, or to any municipal candidate committee of any candidate for or holder of municipal elective public office of any such municipality when the contract is awarded, and

WHEREAS, the Stony Brook Regional Sewerage Authority has sufficient funds in retained earnings for this work.

NOW THEREFORE, BE IT RESOLVED that the Board of the Stony Brook Regional Sewerage Authority authorizes the Secretary to enter into a contract with GHD as described herein; and,

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

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

Ms. Pchola indicated that Resolution 2016-09 is required by the NJEIT to name John Kantorek as the authorized representative to represent the Authority in filing a loan application to the NJEIT. In addition the Authority is required to appoint a Public Agency Compliance Officer (PACO) for the project. Courtney Bixby has been the compliance officer for all previous NJEIT projects. Resolution 2016-10 names Mr. Bixby as the compliance officer for the dewatered sludge handling improvements project.

Staff recommended approval of Resolution 2016-09, Authorizing Application for a Loan from the New Jersey Environmental Infrastructure Financing Program and Resolution 2016-10, To Appoint a Public Agency Compliance Officer for the Dewatered Sludge Handling Improvements Project. So moved by Dr. Downey, seconded by Mr. Patel and passed by a roll call vote of 6 to 0. Resolutions 2016-09 and 2016-10 follow.

**Stony Brook Regional Sewerage Authority
Resolution Authorizing Application for a Loan from the New Jersey Environmental
Infrastructure Financing Program**

**Resolution No. 2016-09
Project No. S340400-10**

WHEREAS, the Stony Brook Regional Sewerage Authority intends to file an application with the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Trust for Contract 16-1 SBRSA Dewatered Sludge Handling Improvements Project.

NOW, THEREFORE, BE IT RESOLVED, that John Kantorek, Executive Director be authorized to act as the Authorized Representative to represent the Stony Brook Regional Sewerage Authority in all matters relating to the project undertaken pursuant to the above referenced New Jersey Environmental Infrastructure Loan to be executed with the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Trust including signing of the loan application, the professional services affidavit and the professional services agreements. The Authorized Representative may be contacted at 290 River Road, Princeton, NJ 08540 and telephone number 609 924-8881 extension 203.

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			

**Stony Brook Regional Sewerage Authority
Resolution to Appoint a Public Agency Compliance Officer for the
Dewatered Sludge Handling Improvements Project**

Resolution No.: 2016-10

BE IT RESOLVED, by the Stony Brook Regional Sewerage Authority that Courtney B. Bixby be and is hereby appointed to serve as the Authority’s Public Agency Compliance Officer (PACO) for Contract 16-1 Dewatered Sludge Handling Improvements Project to fulfill the requirements and be responsible for coordination of all elements of the Socially and Economically Disadvantaged Business Utilization Plan (SED Plan) as part of the requirements for the NJDEP and NJ Environmental Infrastructure Trust Program.

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			

Contract 10-1 Headworks Project

Ms. Pchola indicated that there has been no change in the status of this project. Authority Counsel is currently reviewing the documentation sent by Kleinfelder and SBRSA relative to the issues raised by Tomar. A meeting has been scheduled for February 25, 2016 between staff, Counsel and Kleinfelder to discuss the Authority's position in preparation for a meeting with Tomar Construction.

Mr. Goldfarb indicated that he would like to attend this meeting. Dr. Downey also indicated that she may attend. The time for the meeting was set at 10:00 am.

Contract 14-1 SBRSA Emergency Generator Project

Ms. Pchola reported that as of Pay Estimate No. 3 this project remains at 9.1% complete. There was no progress made on this project over the past reporting period. On January 28, 2016 a meeting was held with Thomas Controls Inc. (TCI) to discuss the project. At the meeting TCI agreed that the progress of work has not proceeded as planned and that they have assigned new personnel to the project. TCI stated that they would provide a new construction schedule for the River Road plant site within two weeks and on February 12, 2016 the new schedule was received. According to the new construction schedule, TCI plans to re-start work at the River Road site the week of February 22, 2016 and plans to complete work at River Road by the end of June 2016 (contract completion date is May 9, 2016). The factory test of the new natural gas generator has been scheduled for February 29, 2016.

Contract 15-1 Scrubber Procurement

Ms. Pchola reported that the performance test results for Scrubber No. 2, conducted on January 20th and 21st, are expected to be received during the first week in March 2016.

Ms. Pchola indicated that the Scrubber Procurement Project, Contract 15-1 was awarded to EnviroCare International (ECI) in the amount of \$975,190. Of that amount \$24,000 was identified in the Bid for 20-days of on-site services of a qualified field service representative. During the installation, start-up/commissioning, and testing of the two new scrubbers, ECI exceeded the bid amount of \$24,000. The following provides the background and summary of the expenses for the field services and recommends award of Change Order #1.

Ms. Pchola reported that the \$24,000 was identified in the Bid as "20-days⁽¹⁾" of "On-site services of qualified field service representative, per day". Note 1 referred to above states "Indeterminate quantity used for comparison of bids – fewer or additional days may be required." In addition to the bid language, EnviroCare included with their bid package Proposal No. 3811P75 Rev. 0 that detailed the equipment and field services that were to be provided under the Contract. On pages 6 and 7 of the proposal, ECI describes the per day rate of field service \$1,200/day (same as bid) and their rate schedule. Under the rate schedule, travel and expenses are excluded and billed separately from the field service daily rate. Travel days are billed at the daily field service rate of \$1,200/day. The bid

document and proposal were part of the Agreement that was executed between ECI and the Authority.

The stated purpose of the field service days was to:

- Supervise, coordinate, and advise the Contractor on the installation of the new equipment.
- Complete start-up and adjust the operation of the scrubber.
- Complete training for SBRSA staff, two days.
- Complete start-up and adjust the operation of the scrubber during performance testing.

Ms. Pchola noted that ECI was on-site four times to complete the abovementioned work. Table 1 provides a summary of the site visits.

Table 1

Site Visit	Field Service Days	Travel Days	Total Days
07/07/2015 – 07/10/2015	2	2	4
10/05/2015 – 10/12/2015	6	2	8
10/11/2015 – 10/15/2015	3	2	5
01/12/2016 – 01/21/2016	8	2	10
Total	19	8	27

Ms. Pchola explained that the actual field service days used were less than the bid amount however, with the addition of the travel days, the total number of field service days invoiced exceeds the bid amount.

Ms. Pchola indicated that billed separately from the travel days were expenses. ECI submitted \$9,687.56 worth of travel expenses which are summarized in Table 2.

Table 2

Invoice	Airfare	Hotel	Car Rental	Meals	Parking/Tolls/Gas	10% on Expenses
11955	\$987.20	\$379.50	\$351.82	\$181.15	\$136.41	\$203.61
12053	\$983.40	\$1,695.82	\$523.56	\$731.37	\$388.23	\$432.24
12134	\$310.96	\$1,260.40	\$386.40	\$327.31	\$163.34	\$244.84
Total	\$2,281.56	\$3,335.72	\$1,261.78	\$1,239.83	\$687.98	\$880.69

In addition to the travel days and expenses, the daily field service rate for weekends, Saturday and Sunday, is \$1,600/day. ECI billed for two weekends or an additional \$1,600. This increase was offset by a credit of \$1,200, or 1 field service day provided by ECI after their first site visit resulting in a net increase of \$400.

Ms. Pchola explained that the \$24,000 (20 days) was provided in ECI's bid to cover the on-site services of field service representative. This was an indeterminate quantity used for bid purposes. ECI invoiced for \$32,400 (27 days) of field service (includes travel days), \$400 for two weekends, and \$9,687.56 of expenses bringing to total amount invoiced for field services to \$42,487.56.

The amount invoiced reduced by the \$24,000 included in ECI's bid resulting in a net increase of \$18,487.56 to the Contract.

Ms. Pchola indicated that staff reviewed the bid and contract language and concluded that the documents do not specifically include or exclude travel days and expenses although they were called out in the ECI proposal. In addition it is customary in the industry that travel time and expenses are billed separately from the actual field service time unless specifically noted otherwise.

Based on all the information provided, it is recommended that Change Order No.1 for Contract 15-1 in the amount of \$18,487.56 be approved.

Staff recommended approval of Resolution 2016-14, Authorizing the Change Order No. 1 to Provide Additional Field Services for Scrubber No. 1 and No. 2 (Contract 15-1). The Resolution was moved by Dr. Downey and seconded by Mr. Goldfarb.

A lengthy discussion followed regarding Change Order No. 1. Mr. Goldfarb indicated that he felt the added 10% on expenses was excessive. Dr. Downey indicated that adding a percentage to expenses is standard in most industries when travel takes place. Staff indicated that travel days and expenses were not included in the original contract of \$24,000. Going forward staff will review contracts to ensure services of manufacturer expenses are specific. Resolution 2016-14 was then approved by a roll call vote of 6 to 0. The Resolution follows.

Resolution Authorizing the Approval of Change Order No. 1 to Provide Additional Field Services – Scrubber Nos. 1 and 2 for Contract 15-1

Resolution No. 2016-14

WHEREAS, on September 2, 2014, the Stony Brook Regional Sewerage Authority (SBRSA) issued a Notice to Bidders seeking the receipt of sealed public bids for the “Scrubber System Procurement, Contract 15-1”; and

WHEREAS, the SBRSA at its September 22, 2014 meeting awarded the Scrubber System Procurement, Contract 15-1 to EnviroCare International in the amount of \$975,190; and

WHEREAS, of the \$975,190, \$24,000 was designated for 20 days of on-site services of qualified field service representative (\$1,200 per day); and

WHEREAS, additional field service representative travel days not included in the original bid specifications were required to facilitate the installation, start-up, and testing of Scrubber No. 1 and Scrubber No. 2; and

WHEREAS, additional field service representative expenses not included in the original bid specifications were incurred during the installation, start-up, and testing of Scrubber No. 1 and Scrubber No. 2; and

WHEREAS, the abovementioned changes to Contract 15-1 are incorporated within the February 18, 2016 Contract Change Order #1 document in the amount of \$18,487.56 resulting in an adjusted contract of \$993,677.56; and

WHEREAS, the contract completion date for the project shall remain unchanged as a result of Change Order No. 1; and

WHEREAS, the Stony Brook Regional Sewerage Authority has Funds available in its retained earnings.

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 EnviroCare International in the amount of \$18,487.56 resulting in an adjusted contract amount of \$993,677.56.
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.

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			

Contract 15-2, Scrubber Installation

Ms. Pchola reported that as of Pay Estimate No. 10 this project is approximately 99% complete. During the past reporting period Centerpoint Associates Inc. (CPA) completed 85% of punch list items.

During the installation of Scrubber Nos. 1 and 2 several issues came up which required the contractor to complete additional or out of scope work to ensure that the two scrubbers

would be installed properly and in accordance with the manufacturer's recommendations. The list of additional items includes:

- Additional Excavation Work for SE/FE Line Tie-in
 - Additional costs incurred to excavate and backfill the tie-in between the 20-in. Secondary Effluent line and the 20-in. Final Effluent line
- Deletion of 20-in SE Line Linestop
 - Credit the Authority for the bypass pumping costs that were avoided by the deletion of the 20-in. Secondary Effluent linestop
- Construct Access Platform for Testing
 - Compensate the contractor for ½ of the additional costs incurred to construct a new, larger test platform
- Additional Welding for Scrubber No. 1
 - Additional time and materials required to align two scrubber sections
- Additional Electrical Work Scrubber No.1 & No.2
 - Additional costs incurred to implement necessary electrical changes

Ms. Pchola noted that a more detailed description of each task is included in Change Order No. 4. A copy of Change Order No. 4 was provided to the Board. Resolution 2016-11 is for the additional work associated with the installation of Scrubber Nos. 1 and 2 and is the final change order for this project. It should be noted that excluding the bonus for early completion (\$62,000) all other change orders for this project totaled 2.1% of the original contract amount.

Staff recommended approval of Resolution 2016-11, Authorizing Approval of Change Order No. 4 to Provide Additional Installation Work - Scrubber Nos. 1 and 2 for Contract 15-2. So moved by Dr. Downey, seconded by Mr. Goldfarb and passed by a roll vote of 6 to 0. Resolution 2016-11 follows.

Resolution Authorizing the Approval of Change Order No. 4 to Provide Additional Installation Work – Scrubber Nos. 1 and 2 for Contract 15-2

Resolution No. 2016-11

WHEREAS, on February 23, 2015, the Stony Brook Regional Sewerage Authority (SBRSA) issued a Notice to Bidders seeking the receipt of sealed public bids for the “Scrubber System Replacement Project, Contract 15-2”; and

WHEREAS, the SBRSA at its March 23, 2015 meeting awarded the Scrubber System Replacement Project, Contract 15-2 to Centerpoint Associates, Inc.(CPA) in the amount of \$1,574,890; and

WHEREAS, additional unforeseen work which was not included in the original bid specifications was required to provide labor, materials, and equipment to facilitate the installation of Scrubber No. 1 and Scrubber No. 2; and

WHEREAS, the abovementioned changes to Contract 15-2 are incorporated within the February 17, 2016 Contract Change Order #4 document in the amount of \$16,826.39 resulting in an adjusted contract of \$1,670,401.90; and

WHEREAS, the contract completion date for the project shall remain unchanged as a result of Change Order No. 4; and

WHEREAS, the Stony Brook Regional Sewerage Authority has Funds available in its retained earnings.

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 #4 with Centerpoint Associates, Inc. in the amount of \$16,826.39 resulting in an adjusted contract amount of \$1,670,401.90.
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.

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

Contract 15-3, Ash Handling System Improvements

Ms. Pchola reported that as of pay estimate No. 2 this project is approximately 23% complete. During the past reporting period, BR Welding completed 25% of the demolition of the existing garage entrance ramp, placement of stone sub-base, formwork, and reinforcing steel for 25% of the new concrete ramp, and completed the demolition of the existing ash pelletizer. The new ash pelletizer and stainless steel chutes and transition pieces have been received and stored on-site.

Contract 15-4, Instrument Air Compressor Replacement

Ms. Pchola indicated that Derstine has submitted the shop drawings for all major pieces of equipment for the project and the submittals are currently under review by AECOM.

MA Effluent Channel Mixers

Ms. Pchola indicated that there has been no change to the project this month. Staff is in the process of reviewing the report.

Center Shaft Drive Replacement

Ms. Pchola reported that CBE has been on-site taking measurements and gathering the required information to continue with the design of the center shaft drive.

Carbon Monoxide Analyzer Replacement

Ms. Pchola reported that on February 18, 2016 SBRSA received approval of the CO analyzers and PST Protocol from the NJDEP Bureau of Technical Services. Staff will now proceed with the purchase and installation of the new analyzers.

Plant Influent Flow Meter

Ms. Pchola indicated that staff took delivery of the new, digital manometer the first week in February. Now that the new equipment has been received, staff will continue reviewing the calibration procedure for the flow meter(s) and evaluation of the flow transmitters.

Information Technology

Ms. Pchola reported that the River Road SCADA development node and five runtime nodes have been deployed. Six out of ten read only SCADA nodes have been deployed. Hopewell and Pennington SCADA screens are being tested.

530.12 Finance Report

Payment of Bills and Claims

Mr. Morehouse moved for approval of Resolution 2016-02 for the payment of bills and claims in the amount of \$1,307,212.49 with two signatures instead of three. The motion was seconded by Dr. Downey and passed by a roll call vote of 6 to 0. Resolution 2016-02 follows.

Resolution Regarding Payment of Bills and Claims

Resolution No. 2016-07

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 \$1,162,369.57 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>
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

Ms. Redding reported that net income for the two-month period is a temporary net loss of \$209,483. The summary of revenues and expenditures show revenues are over by \$77,881 and expenditures are over by \$287,364. A large portion of the net loss is in professional fees due to two (2) stack tests in this fiscal year. It was anticipated that one stack test would have been conducted during the 2015 budget. The Authority has total cash and investments of \$18,309,078 at an average interest rate of 0.28%. The current construction projects balance is \$17,868,713. Ms. Redding noted there are sufficient funds for these projects. The outstanding bond principal balance is \$22,752,523. The New Jersey Cash Management Fund yield is 0.15%.

Resolution 2016-15, Authorizing the Award of an Amendment to the "No Political Contributions Allowed" Contract to WithumSmith+Brown 2015 Audit

Ms. Redding explained that Resolution 2016-15 is for an Amendment to the contract for WithumSmith+Brown for the 2015 Audit. This amendment is for the preparation of the financial statements at an additional fee of \$5,000.

Staff recommended approval of Resolution 2016-15, Authorizing the Award of an Amendment to the "No Political Contributions Allowed" Contract to WithumSmith+Brown in the amount of \$5,000 for the 2015 Audit. So moved by Mr. Morehouse, seconded by Dr. Downey and passed by a roll call vote of 6 to 0. Resolution 2016-15 follows.

Resolution Authorizing the Award of an Amendment to the "No Political Contributions Allowed Contract" to WithumSmith+Brown, for the 2015 Audit

Resolution No. 2016-15

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 additional auditing services to be performed on the Financial Statements of the Authority for the fiscal year ending November 30, 2015; and

WHEREAS, WithumSmith+Brown, PC has submitted an addendum to the audit engagement letter October 6, 2015, indicating they will provide additional auditing services to the Stony Brook Regional Sewerage Authority for the year ending November 30, 2015 for an estimated fee not to exceed \$5,000; and

WHEREAS, WithumSmith+Brown, PC will assist with the preparation of the financial statements which includes all statements, supplementary information and related note disclosures in accordance with accounting principles generally accepted in the United States of America (“GAAP”) as applied to governmental units; and

WHEREAS, WithumSmith+Brown, PC will provide assistance with certain closing entries, and schedules necessary to prepare those entries, in accordance with GAAP and GASB; 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, WithumSmith+Brown, PC has completed and submitted a Business Entity Disclosure Certification which certifies that WithumSmith+Brown, PC 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 WithumSmith+Brown, PC from making any reportable contributions through the term of the contract; and

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

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

1. That the Chairman is hereby authorized to execute an amendment to the professional services agreement between WithumSmith+Brown, PC and the Stony Brook Regional Sewerage Authority, for the 2015 audit, as described herein, in an amount not to exceed \$5,000.00 without further authorization.
2. Notice of the within action shall be provided in accordance with N.J.S.A. 40A:11-5(1) (a) (i).
3. This Resolution shall take effect immediately.

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

Monthly Sludge Business Analysis

Ms. Redding reported that net income for the month of January \$67,429 and the cumulative net income is \$147,288. Gas usage for the month of January was 97,259 therms. The remaining simple payback for the RTO project is 1.82 years.

Mr. Kantorek commended Ms. Redding for doing a fine job in the absence of a Chief Financial Officer.

530.13 Personnel Report

The Personnel Report was provided for member information.

Mr. Kantorek indicated that Jonathan Sears began employment with the Authority on February 22, 2016. Mr. Kantorek noted that two promotions occurred for Ms. Redding to Assistant Finance Manager I and Mr. Paul Dobson to an Operator I.

The Authority has three open positions: an IT Manager, an open position and an Operator VI. Mr. Kantorek noted that a candidate for the Operator VI position is currently going through a background check.

530.14 Correspondence

For information.

530.15 Old Business

None

530.16 New Business

Award of Contract for the De-slagging and Cleanout of the Incinerator

Mr. Kunert reported that sealed bids were received and opened on February 18, 2016 for River Road STP Incinerator De-slagging and Cleanout. Two bids were received and the results are shown below:

	12 month Bid	24 month Bid
Industrial Furnace Company Inc.	\$14,200.00/unit Total \$28,400.00	\$14,200.00/unit Total \$28,400.00 (1 st YR) \$14,800.00/unit Total \$29,600.00 (2 nd YR) 2 Year Total <u>\$58,000.00</u>
Albertus Energy Inc.	\$15,000.00/unit Total \$30,000.00	\$15,000.00/unit Total \$30,000.00 (1 st YR) \$15,500.00/unit Total \$31,000.00 (2 nd YR) 2 Year Total <u>\$61,000.00</u>

The last contract was awarded to Industrial Furnace Company Inc., as a two year contract for a total two year price of \$57,000.

Mr. Kunert recommended approval of Resolution 2016-13, Authorizing the Award of the Contract for “River Road STP Incinerator De-slagging and Cleanout” to Industrial Furnace Company Inc., as a two year contract for a total two year price of \$58,000. So moved by Dr. Downey, seconded by Mr. Goldfarb and passed by a roll call vote of 6 to 0. Resolution 2016- 13 follows.

**Resolution Authorizing the Award of the Contract RIVER ROAD STP
INCINERATOR DE-SLAGGING AND CLEANOUT**

Resolution No. 2016-13

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, NJSA 40A:11-1 et seq. for the River Road STP Incinerator De-slagging and Cleanout of the Authority’s incinerators; and

WHEREAS, the following sealed competitive bids were received by the Authority on February 18, 2016 as more fully set forth as follows:

	<u>12-Month Bid</u>	<u>24-Month Bid</u>
Industrial Furnace Company Inc.	\$14,200.00/unit	\$14,200.00/unit
	Total \$28,400.00	Total \$28,400.00 (1 st YR)
		\$14,800.00/unit Total \$29,600.00 (2 nd YR)
	2 Year Total	<u>\$58,000.00</u>
Albertus Energy Inc.	\$15,000.00/unit	\$15,000.00/unit
	Total \$30,000.00	Total \$30,000.00 (1 st YR)
		\$15,500.00/unit Total \$31,000.00 (2 nd YR)
	2 Year Total	<u>\$61,000.00</u>

and

WHEREAS, the Authority has determined that the bid of Industrial Furnace Company Inc. is the lowest two year bid in the amount of \$58,000.00; and

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

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

NOW, THEREFORE, BE IT RESOLVED by the Stony Brook Regional Sewerage Authority that it hereby awards a twenty four (24) month contract to Industrial Furnace Company, Inc., the lowest responsive bidder for the De-slagging and Cleanout of the Authority's incinerators.

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

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

Award of Sludge Cake Contract

The following liquid sludge contract was approved on a motion by Dr. Downey, seconded by Mr. Compton and passed by a vote of 6 to 0.

Somerset Raritan Valley
Sewerage Authority

March 15, 2016 to June 15, 2017

530.17 Open to the Public

None.

530.18 And Such Other Issues as May Come Before the Board

None.

530.19 Adjournment

As there was no further business to come before the Board, the meeting was adjourned at 8:57 p.m. on a motion by Dr. Downey, seconded by Mr. Compton and passed by unanimous vote.

Respectfully Submitted,

John Kantorek
Secretary

Recorded and Written by
Patricia Carlino
March 4, 2016