

Minutes of Meeting #532, April 25, 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, Bradley

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

532.01 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.

532.02 Approval of Minutes

Chairman Bartolini asked for comments and/or questions regarding the minutes from the March 28th Board meeting. Mr. Kantorek indicated that several changes were made to the minutes. On page 9, "Venturi" was misspelled as "Venuri". On page 23, "above mentioned" was spelled as one word (abovementioned). Mr. Kantorek explained that on page 14, under Odor Report, a discussion regarding the reason for the one odor complaint received and a procedure that was implemented to prevent it from happening in the future was put into the minutes. Mr. Kantorek noted that on page 15, paragraph 2 the last line reads "...the Construction Committee has been scheduled for April 6, 2016 and will be presented to the full Board at its April meeting." That sentence was changed to read "...the Construction Committee has been scheduled for April 6, 2016 and the project will be reviewed with the full Board at its April meeting." The minutes were then approved as amended on a motion by Dr. Downey, seconded by Mr. Goldfarb and passed by a vote of 6 to 0.

532.03 Board Related Activities

Consultant List

The consultant list was provided for information. Mr. Kantorek noted that the one contract that is pending award is with Kleinfelder for the Pennington WWTP Design. There was an error in the contract type on the Consultant List indicating it is a time charge contract. The contract type is a lump sum contract. A copy of the corrected Consultant List was given to the Board.

Potential Change of May Meeting Date

Mr. Kantorek indicated that at least two Board members are unable to attend the May 23, 2016 Board meeting. A discussion regarding potential dates in May took place. The consensus of the Board was to reschedule the May 23rd Board meeting for Tuesday, May 31, 2016.

Mr. Goldfarb asked if there was any more thought given to reviewing the Authority's newly adopted Ethics Policy. More specifically regarding the post-employment and future employment portion of the policy. Following a brief discussion, the Board and staff agreed to review this policy.

532.04 Planning and Administration

Mr. Kantorek reported that the most current 12-month average daily River Road plant flow is 8,573,506 gpd with 815,093 gpd of approved but inoperative flow for a total committed flow of 9,388,599 gpd with 3,671,401 gpd or 28.11% of available capacity. The most current 12-month average daily flow at the Hopewell Plant is 217,776 gpd with no inoperative flow, for a total committed flow of 217,776 gpd with 27.41% or 82,224 gpd of available capacity. The Pennington Plant presently has 239,683 gpd as the most current 12-month average daily flow, with 18,394 gpd of approved but inoperative flow, for a total committed flow of 258,077 gpd, with 13.97% or 41,923 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.

Mr. Kantorek noted that the lower than average rainfall is increasing the calculated available capacity at the Pennington STP. However, in real numbers the available capacity at Pennington STP is approximately 10,000 to 15,000 gallons per day.

Mr. Goldfarb indicated that two Princeton projects, Andlinger Center and Hibben-Magie Site (Lakeside Apartments), which are included in the Total Inoperative Flow for River Road WWTP may have been completed. Staff will follow up on these projects.

Monthly Flow Transmittal

The monthly flow transmittal for March was provided for information.

All meters were within $\pm 5\%$ which is the revised acceptable limit for meter adjustments and therefore no adjustments are needed.

532.05 Approval Requests and Actions

TWA-1 Approvals

Snowden Lane & Van Dyke Road Sewer Line Extension, Princeton

Ms. Pchola reported that this project is for a sewer extension of 2,971 linear feet of 8-inch diameter pipe to provide sewer service for 9 existing single family homes which are currently on septic systems. The TWA also addresses sewer service for 14 new single family homes.

9	existing single family homes	300 gpd/unit	2,700 gpd
14	new single family homes	300 gpd/unit	4,200 gpd
		Total Flow	6,900 gpd

Ms. Pchola indicated that Form WQM-003 (Statements of Consent) has been endorsed by the Municipal Engineer and Princeton Sewer Operating Committee. Form TWA-1 has also been signed by the Municipal Engineer.

The new homes are included in two planning board applications (7 homes each). One application has been approved with Princeton waiting for the resolution to be prepared by their (Princeton's) attorney and the second application is approved pending application amendments. Staff recommended approval of the project for a total flow of 6,900 gpd. Staff will request Princeton submit the final resolutions to SBRSA once completed.

Mr. Goldfarb moved for approval of the project. Dr. Downey seconded contingent upon receipt of the approvals from Princeton.

Mr. Goldfarb asked for clarification on the approval of this project. Staff indicated that SBRSA will reserve capacity for the total project (6,900 gpd) contingent upon receipt of the approvals from Princeton.

The TWA was approved by a vote of 6 to 0.

Time Extensions

None.

NJPDES Enforcement Requested

None.

Water Quality Management Plan Amendments

None

532.06 Regulatory Report

Discharge Monitoring Report (DMR)

Mr. Rahimi reported that the Discharge Monitoring Reports for the month of March 2016 were submitted to the NJDEP. There were no violations reported.

Mr. Rahimi indicated that the quarterly Capacity Assurance Report was submitted on March 28, 2016. A copy of the report was provided to the Board.

Residuals Discharge Monitoring Report (RDMR)

Mr. Rahimi indicated that the January 2016 RDMRs were submitted to the NJDEP. All River Road parameters were compliant with the Authority's Air Permit requirements.

Mr. Rahimi noted that staff is currently preparing the February 2016 RDMR.

Air Reporting

Mr. Rahimi reported that the 1st quarter 2016 Excess Emissions and Monitoring Report was submitted to NJDEP and EPA on April 11, 2016. Incinerator #2 operating with the Afterburner (AB) (OS3) had 16.75 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 indicated that on April 12, 2016, NJDEP notified SBRSA that they are in the process of issuing fines for Incinerator No. 1 for the failed particulate stack test parameter on August 16, 2012 and SO₂ parameter on August 20, 2012. The particulate fine is \$2,000 and the SO₂ fine is \$4,000. There will be a 50% reduction (\$3,000 total) if SBRSA decides to settle.

Mr. Kantorek explained that staff contacted Ms. Alexander, Counsel for the Authority, to discuss the fines. It was determined that the least costly approach is for the Authority to pay the fine. NJDEP will be sending the Authority a settlement.

Dr. Downey noted that the SO₂ fine was most likely due to the low flows in August. Staff was unaware of how high the sulfur levels can get in the sludge when flows are extremely low. This led to the installation of more efficient scrubbers.

Laboratory

Mr. Rahimi reported that the NJDEP 2016 Proficiency Testing (PT) results were reported to ERA (the PT provider) on April 21, 2016.

Mr. Rahimi indicated that the laboratory renewal certification applications for River Road, Hopewell and Pennington WWTPs were submitted to NJDEP on March 29, 2016.

Miscellaneous

Mr. Rahimi indicated that applications for National Association of Clean Water Agencies (NACWA) Peak Performance Awards for all three facilities were submitted on April 1, 2016.

Upstream Facilities Process Evaluation/Planning Study

Dr. Downey, Chairperson of the Construction Committee, explained that Mr. Timothy Bradley from Kleinfelder was in attendance to provide an overview of the design of the upgrade and expansion of the Pennington STP and to answer any questions the Board may have. Dr. Downey requested that this item be addressed at this point in the meeting after which the Board could then return to the normal agenda. The Board agreed.

Chairman Bartolini noted that at the end of the Construction Report is the Pennington STP Expansion History. This is an important document and lists all the events that have transpired from the late 1990's to the present regarding expansion of the Pennington STP including numerous requests from Pennington Borough for more capacity.

Ms. Pchola reported that a special Construction Committee meeting was held on April 6, 2016 with staff and Mr. Timothy Bradley from Kleinfelder to review the Pennington Wastewater Treatment Plant Facility Planning Study.

Ms. Pchola explained that as a result of that meeting, Kleinfelder prepared a proposal for the design of the upgrade and expansion to the Pennington STP in the amount of \$718,140. A copy of the proposal was provided to the Board. Ms. Pchola explained that this was discussed at length at the Construction Committee meeting with Mr. Bradley giving a presentation.

Dr. Downey indicated that the Construction Committee unanimously recommended the approval of the proposal. Dr. Downey also explained that at the meeting on April 6, 2016 Mr. Bradley explained each process unit to provide an understanding of why each option was selected. Dr. Downey indicated that the recommendations of the study has the Authority utilizing its funds effectively to operate the plant more efficiently and meet the expansion needs of Pennington.

Chairman Bartolini noted that the Authority will also be meeting new permits requirements set by the NJDEP in its permit. The Authority has been negotiating with NJDEP over these requirements for many years.

Mr. Bradley provided the Board with an overview of the project. Mr. Bradley explained that the objectives of the Pennington planning study was to address the issues of plant expansion, compliance with a new effluent limit for dichlorbromomethane and future effluent requirements, an aging infrastructure, operational reliability and resiliency and efficiency.

Mr. Bradley explained that in addition, Kleinfelder will provide permitting assistance to include NJDEP Treatment Works Approval, Mercer County Soil Erosion and Sediment Control Certification, and Delaware and Raritan Canal Commission approval. Kleinfelder will also provide support for the New Jersey Environmental Infrastructure Financing Program

by preparing a Level 2 Environmental Assessment as required for projects that include a capacity expansion.

Mr. Bradley indicated that the cost for Pennington upgrade and expansion is approximately \$8.4 million; approximately \$6.4 million for expansion and improvements; approximately \$1.2 million for permit compliance; and approximately \$800,000 for operational enhancements.

Mr. Bradley indicated that Kleinfelder will assist with the best possible funding combination for the project through the New Jersey Environmental Infrastructure Trust Program (NJEIFP). Reserve capacity funding is not allowable from the NJDEP but 100% allowable through the Trust at the market rate. The deadlines required to apply for funding through the NJEIFP in 2017 are: submission of the Letter of Intent and Planning Documents no later than October 3, 2016 and submission of the loan application and design documents no later than March 6, 2017. This is a good time to begin the project since there is sufficient time to plan and review the planning and design documents prior to submission.

Dr. Downey moved for approval of Resolution 2016-28, Authorizing the Award of a “No Political Contributions Allowed” Contract to Kleinfelder for the Design of the Upgrade and Expansion to the Pennington Wastewater Treatment Plant. The motion was seconded by Mr. Goldfarb.

Mr. Goldfarb asked that the best possible financing options be taken into consideration. The Resolution was then passed by a roll call vote of 6 to 0. Resolution 2016-28 follows.

Resolution Authorizing the Award of a “No Political Contributions Allowed” Contract to Kleinfelder, Inc. for the Design of the Upgrade and Expansion to the Pennington Wastewater Treatment Plant

Resolution No. 2016-28

WHEREAS, the Stony Brook Regional Sewerage Authority contracted with Kleinfelder in January 2015 to prepare the Facilities Planning Study for the Pennington and Hopewell Wastewater Treatment Plants (WWTP); and

WHEREAS, the Study outlined the preliminary components for the Pennington WWTP expansion to meet the final New Jersey Pollution Discharge Elimination System (NJPDES) permit and upgrades necessary to enhance operations by addressing aging infrastructure, efficiency, and reliability; and

WHEREAS, SBRSA has the need for the design of the new facilities; and

WHEREAS, the qualified purchasing agent, Diane Redding has determined and certified in writing that the value of the work will exceed \$17,500; and,

WHEREAS, Kleinfelder has submitted a detailed proposal dated April 22, 2016 outlining the tasks included for the design of the Pennington WWTP; and

WHEREAS, Kleinfelder has submitted an Agreement indicating they will provide the design on a lump sum basis not to exceed \$718,140 without prior written permission from Stony Brook Regional Sewerage Authority; and

WHEREAS, Kleinfelder has submitted a Business Entity Disclosure Certification on April 14, 2016 which certifies that Kleinfelder 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 Funds available from the 2004 bond issue and retained earnings; and

WHEREAS, it is SBRSA's intent to submit the eligible portion of the project not funded from the 2004 bonds for funding from the New Jersey Environmental Infrastructure Financing Program (NJEIFP).

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

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value is on file.

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			

The Board thanked Mr. Bradley for his presentation tonight.

532.07 Safety

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

Mr. Irizarry noted that as of April 19, 2016 Stony Brook Regional Sewerage Authority has gone 1685 consecutive days without a “Lost Time Accident”.

Mr. Irizarry indicated that staff is in the process of having fire alarm monitoring installed at both Upstream Plants. Engineering has completed its review of the draft specifications. The drawings are being finalized and once complete staff will set up a meeting with the Authority Having Jurisdiction (AHJ) for review and comment.

Mr. Irizarry reported that on February 22, 2016 the Authority received notification from the Department of Community Affairs, Bureau of Fire Code Enforcement via invoices that it was in violation for failure to pay the annual “Life Hazard Use Registration” fee for Hopewell and Pennington Plants. The Authority is appealing the fines through an administrative hearing. Staff has confirmed that the request has been received and are still waiting for a decision.

Mr. Irizarry indicated that on March 29, 2016 an employee reported a leaking pipe on the sprinkler system at Princeton Pump Station. The leaking pipe was replaced on April 15, 2016 by Survivor Fire.

Mr. Irizarry reported that on April 13, 2016 modifications to the River Road fire alarm system were completed by Littleford Electrical Contracting and the system is now fully operational. The modifications included relocating the repeaters at three locations: 1) Headworks Building; 2) Septage Building and 3) Belt Press Room.

Mr. Irizarry indicated that on April 15, 2016 the semi-annual inspection of the halon suppression system at the South Brunswick Pump Station was conducted by Survivor Fire and the system was found to be in satisfactory condition.

Training for this reporting period included:

- Confined Space refresher training was provided in-house on April 19, 2016 for eight (8) employees.
- Fall Protection training was provided in-house on April 19, 2016 for nine (9) employees.
- Personal Protective Equipment refresher training was provided in-house on April 19, 2016 for seven (7) employees.

532.08 Litigation

The Litigation Report was provided for information.

Ms. Alexander indicated that there were no changes this month to the Litigation Report.

Ms. Alexander noted that the New Source performance Standards for Sludge Incinerators Rule Proposal section was removed from the report.

532.09 Operations Report

River Road Facility

Mr. Ireland reported that on Monday, April 4, 2016 Thomas Controls installed a temporary emergency generator at the Millstone Pumping Station. The existing generator can now be decommissioned in preparation for the new generator installation.

Mr. Ireland indicated that staff consulted Chavond-Barry in an effort to find a short term solution to problems SBRSA experienced with Incinerator #1 regarding the constant pin shearing on the centershaft drive and improper sludge distribution throughout the Incinerator. There is now a bolt installed in place of the shear pin and a VFD in place that will trip out the centershaft when there is a higher than normal amperage reading. The sludge distribution problem was addressed by modifying the inner teeth on an arm on hearth level #1 so it does a better job of smearing the sludge around before the rabbling of the sludge begins. Both modifications have improved the performance of this incinerator.

Mr. Ireland indicated that on April 7, 2016 staff had to partially by-pass the filter building at the River Road Facility due to an infestation of water fleas. The flea population is decreasing as they approach the end of their life cycle. A Hotline call was made to the NJDEP.

Mr. Ireland explained that a temporary procedural modification was made to the incineration process. Burnout of the Incinerator will be performed on Friday mornings in order to make a visual inspection and to remove slag, if necessary. There should be enough manpower to complete this task safely on these days. This practice will continue until the long term centershaft drive repairs are made.

Upstream Facilities

Mr. Ireland reported that the sodium bisulfite feed line that runs underground from the chemical feed room to the de-chlorination chamber was replaced at the Hopewell Facility. Erratic chemical usage led staff to believe that the existing line was leaking beneath the water surface out in the tank. A new modified diffuser was also installed to improve the chemical distribution at the point of application. The problem appears to be corrected.

Staff is chlorinating the return sludge at the Pennington Facility to decrease the filament population. The problem was noticed quickly and was brought under control rapidly. The cause of the filament increase remains unknown.

Odor Report

Mr. Ireland reported that staff received one odor complaint during the month of March. Staff received no odor complaints for the partial month of April 2016.

Customer Septage and Sludge Deliveries

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

Mr. Ireland noted that SBRSA has begun receiving sludge cake from Somerset Raritan Valley Sewerage Authority.

532.10 Maintenance

Mr. Roga reported that one of the instrumentation air compressors located at the Hopewell Facility was taken out of service on March 15, 2016 due to faulty motor windings on the compressor which caused the unit to overheat. A new motor was installed. The unit was tested and placed in standby.

Mr. Roga indicated that at the South Brunswick Pump Station, Pump #3 was removed from service on March 21, 2016 during weekly maintenance because of a mechanical seal leak. The seal was rebuilt and the pump was tested and placed back in service on March 24, 2016.

Mr. Roga explained that Fly Ash Pump #2 was taken out of service on March 30, 2016. This is one of three pumps used to return scrubber water back to the head of the plant. It was reported to be making unusual noises and vibrating during operation. After further investigation it was discovered that the 75 horsepower motor had excessive wear on the output shaft. The motor was removed and sent to Lockwood's Motor Service for reconditioning. On April 6, 2016 the motor was reinstalled, tested and placed back into service.

Mr. Roga reported that at the Princeton Pump Station, Pump #2 was removed from service because of a leak that had developed on the inlet suction plate at the bottom of the pump volute. It was also found that the wear ring had become loose and had worn through the cast iron. All the necessary parts needed to complete the repair were ordered and installed. The pump was tested for proper operation and placed back into service on April 7, 2016.

Mr. Roga reported that the number of open work requests stand at nineteen (19). The Preventive Maintenance graphs show that SBRSA is currently averaging one (1) day overdue and the number of overdue units is approximately twenty-one (21).

532.11 Construction Report

Phosphorus Impact Modeling Study

Ms. Pchola reported that Somerset Raritan Valley Sewerage Authority's (SRVSA) review and approval of Kleinfelder's proposal for the Phosphorous Impact Modeling Study was postponed (it was initially anticipated to be on the agenda for their March meeting). As reported by Kleinfelder the proposal was approved by SRVSA's Planning Committee and will be on the agenda for their Board meeting on April 25, 2016.

Ms. Pchola noted that Montgomery Township is in agreement with the proposal and their portion of the Study.

2016 Annual Inspection

Ms. Pchola indicated that the inspection of SBRSA's facilities has been scheduled with Kleinfelder for the last week in April.

Information Technology Management Services

Ms. Pchola reported that staff continued to work with EMA's Mr. Bob Reilly (temporary IT Manager). Based on the current budget, the week of April 11th was EMA's last on-site visit for this project. Mr. Reilly's role as the temporary IT Manager was modified slightly to provide more hands-on assistance to the Assistant IT Manager. Mr. Reilly assisted in the implementation of computer imaging process for faster deployment of new equipment, SCADA iFIX 5.8 upgrade and rollout, specifications for purchase of new equipment, new cabling design and proposals for installation, creation of standard operating procedures, implementation of new help desk, roadmap and plan for future network infrastructure and server design, implementation of Office 365, email upgraded to Exchange/Office 365, and recycling of old equipment.

Ms. Pchola noted that staff has posted the job opening for an IT Manager on NJ.Com, Association of Environmental Authorities' (AEA) website, and SBRSA's website. It is anticipated that staff will need some assistance from EMA/Mr. Reilly when the new IT Manager has been hired for transition from work in progress by EMA.

Data Center

Ms. Pchola indicated that staff commented on the functional design of the Data Center and EMA has provided the revised report. A copy of that report was provided to the Board. Staff is currently in the process of providing our comments on the transition plan.

Contract 16-1 Schwing Pump Replacement Project

Ms. Pchola reported that staff received comments from NJDEP on the Planning Document and is currently addressing these comments. Staff is in the process of reviewing/commenting on the draft contract documents as provided by GHD.

Contract 16-3, Fire Alarm System for Hopewell and Pennington WWTP

Ms. Pchola reported that on April 5, 2016 staff met with Kleinfelder (KLF) to discuss the drawings required for the project. KLF is in the process of coordinating the drawings through their electrical sub-consultant Keystone Engineering and once completed, staff will meet with Hopewell Township to get their approval prior to going out for bid. It is anticipated that this project will be ready for bid in May 2016.

Contract 14-4, SBRSA Pump Station Comminutor Project

Ms. Pchola indicated that the design of the project has been completed and based on the Final 2015 Future Facilities Improvements Plan this project has been scheduled for bid in 2017.

Contract 10-1 Headworks Project

Ms. Pchola indicated that staff reviewed the draft letter from our attorney to Tomar Construction. The letter was sent certified mail to Tomar Construction on April 8, 2016. A copy of the letter was provided to the Board. Ms. Pchola noted that staff has not received a response from Tomar. However, Tomar has thirty (30) days to respond.

Contract 14-1 SBRSA Emergency Generator Project

Ms. Pchola reported that as of Pay Estimate No. 5 this project stands at 37% complete. During the past reporting period Thomas Controls Inc. (TCI) delivered and set into place the generators for the River Road Treatment Plant and the Millstone Pump Station. At the Chemical Building, TCI installed the remote radiator and roof exhaust fan structural support steel, the new roof decking, fan curbs, and lightweight concrete for the roof, and set into place the three new roof exhaust fans. At the Millstone Pump Station, TCI completed the installation of the roof supply fan, curb, roofing, supply fan ductwork, generator exhaust ductwork, and began the installation of conduit and wire. TCI plans to have the work at the Millstone Pump Station completed by the end of April.

Ms. Pchola explained that on April 8, 2016 staff provided NJDEP with the “Notification to Temporarily Replace Permitted Source Operations Shutdown During Construction, Repair, and Maintenance Activities” for the installation of the temporary emergency generator for the Millstone Pump Station while the new emergency generator is being installed.

Ms. Pchola indicated that staff is currently in the process of preparing the General Permit application for the new emergency generator at Millstone Pump Station.

Contract 15-3, Ash Handling System Improvements

Ms. Pchola reported that as of Pay Estimate No. 4 this project is approximately 74% complete. During the past reporting period, BR Welding completed the placement of concrete for the ramp and all drainage system modifications, the erection of the building extension, installation of the new ash chutes and maintenance slide gates, demolition of the existing ash

shuttle conveyor, installation and start-up of the new ash pelletizer, and the modifications to the existing pelletizer.

Contract 15-4, Instrument Air Compressor Replacement

Ms. Pchola indicated that during the week of April 18, 2016 the electrician for Derstine mobilized and began the demolition of existing equipment and the installation of the new conduit and wire. Derstine plans to mobilize the week of April 25, 2016 to begin the removal of the existing equipment and installation of the new compressors.

MA Effluent Channel Mixers

Ms. Pchola indicated that Kleinfelder continues to work on the design and expects to have the draft contract documents completed by the end of April.

Incinerator Center Shaft Drive Replacement

Ms. Pchola reported that Chavond Barry Engineering (CBE) continues to work on the design of this project. The temporary “fix” for the shear pin issue was discussed in the Operations and Maintenance Reports. Staff is waiting for CBE to provide the Center Shaft Drive contract documents.

CEMS Carbon Monoxide Analyzer Replacement

Ms. Pchola reported that the two carbon monoxide analyzers were ordered on March 30, 2016 at a cost of \$27,162. Once received staff will install the units as incinerator/CEMS downtime allows. The new units will be online prior to the required second quarter RATA which has been tentatively scheduled for the week of June 20, 2016.

Plant Influent Flow Meter

Ms. Pchola indicated that the repaired high-side transmitter is scheduled to be shipped by the manufacturer on April 21, 2016. Once re-installed, staff will re-evaluate the flow meter system’s performance and calibration procedure with the digital manometer.

Information Technology

Mr. Hess reported that the SCADA upgrade is complete at all three plants except for ten historical trending screens at each upstream plant. These screens should be completed by April 29th.

Mr. Hess indicated that all users have been converted over to Microsoft Office 365. Staff is now upgrading all users from Office 2013 to 2016.

Mr. Hess noted that the SBRSA’s Help Desk has been put into service. The Help Desk is a local website where users can submit and track all computer and network related problems.

532.12 Finance Report

Payment of Bills and Claims

Mr. Morehouse moved for approval of Resolution 2016-29 for the payment of bills and claims in the amount of \$1,294,325.42 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 2016-16 follows.

Resolution Regarding Payment of Bills and Claims

Resolution No. 2016-29

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 **\$1,294,325.42** 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

Mr. Sears reported for the four-month period ending March 31, 2016 there is a temporary net loss of \$21,492. This is a decrease of approximately \$134,000 from the prior three-month period. The summary of revenues and expenditures shows revenues are over budget by \$180,881 largely due to additional revenue from sludge cake received from Somerset Raritan Valley Sewerage Authority (SRVSA).

2015 Audit Review

Mr. Sears indicated that the Authority has received the Schedule of Employer Allocations and Schedules of Pension Amounts for the pension from the State of New Jersey. The auditors will be at the May Board meeting to review the 2015 Audit.

Monthly Sludge Business Analysis

Mr. Sears reported that net income for the month of March is \$136,799 and the cumulative net income is \$388,791. Gas usage for the month of March was 112,560 therms. The remaining simple payback for the RTO project is 1.84 years.

A discussion regarding the “simple payback” took place. Mr. Morehouse recommended that the “simple payback” line be removed from this report. The Board agreed.

Mr. Kantorek reported that there are some issues with the landfill where the new Solar Panels would be placed. These issues will cause the project to be delayed.

532.13 Personnel Report

The Personnel Report was provided for member information.

Mr. Kantorek noted that the new employee for the Operator VI position began working on March 28, 2016. This leaves two vacancies: one for an IT Manager and one open position.

532.14 Correspondence

For information.

532.15 Old Business

None

532.16 New Business

Award of Contracts

Resolution 2016-30, Awarding Contract for Schwing Pump Replacement Parts

Mr. Ireland reported that on April 20, 2016 a sealed bid for Schwing Pump Replacement Parts was opened. The bid package consisted of a list of crucial parts previously used. In addition, parts were added and some parts were deleted.

Mr. Ireland explained that this bid does not require SBRSA to purchase the listed parts; it only guarantees the price for the parts that we need to purchase. The actual amount we spend for the year will most likely be significantly less than the total bid amount. Purchases averaged \$111,786.88 over the last three years.

Mr. Ireland noted that the total for the sole 12-month bid was \$ 178,854.79.

Staff recommended that a one year contract be awarded to Schwing Bioset. So moved by Dr. Downey, seconded by Mr. Goldfarb and passed by a roll call vote of 6 to 0. Resolution 2016-30 follows.

**RESOLUTION AWARDING CONTRACT FOR SCHWING PUMP
REPLACEMENT PARTS**

Resolution No. 2016-30

WHEREAS, the Authority advertised for the receipt of sealed competitive bids in accordance with the requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. for Schwing Pump Replacement Parts; and

WHEREAS, the following sealed competitive bid was received by the Authority on April 20, 2016, as set forth:

	<u>12-Month</u>
Schwing Bioset	\$178,854.79

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

WHEREAS, the sole bidder, Schwing Bioset submitted a bid in the amount of \$178,854.79 and;

WHEREAS, the bid does not require the Authority to purchase all the listed parts but only guarantees the price for the parts that we need to purchase; and

WHEREAS, the bid has been reviewed by the Authority to determine compliance with the bid specifications in accordance with the Local Public Contracts Law N.J.S.A. 40A:11-1 et. seq. and the same have been determined to be in order; and

WHEREAS, there are sufficient funds to provide funding for the contract amount.

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

BE IT FUTHER RESOLVED that the Executive Director and staff 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			

Resolution 2016-32, Authorizing the Award of a Contract for the River Road STP Multiple Hearth Incinerator No. 2 Repairs

Mr. Ireland reported that on April 20, 2016 sealed bids for the River Road STP Multiple-Hearth Incinerator #2 Repairs were received. Two bids were received and the results are as follows:

Industrial Furnace Company Inc.	\$197,900.00
Albertus Energy	\$211,651.00

The bidders were bidding on the necessary repair work needed on our Multiple-Hearth Incinerator #2 based on the inspection and subsequent report performed and submitted to SBRSA by Chavond-Barry Engineering.

Staff recommended approval of Resolution 2016-32, Authorizing the Award of a Contract for the River Road STP, Multiple Hearth Incinerator No.2 Repairs be awarded to the Industrial Furnace Company in the amount of \$197,900.

So moved by Dr. Downey, seconded by Mr. Goldfarb and passed by a roll call vote of 6 to 0. Resolution 2016-32 follows.

Resolution Authorizing the Award of a Contract for the River Road STP Multiple-Hearth Incinerator #2 Repairs

Resolution No. 2016-32

WHEREAS, the Stony Brook Regional Sewerage Authority advertised for the receipt of sealed competitive bids in accordance with the requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. for the River Road STP Multiple-Hearth Incinerator #2 Repairs; and

WHEREAS, the following bids were received by the Authority on April 20, 2016, as more fully set forth as follows:

Industrial Furnace Company, Inc.	\$197,900.00
Albertus Energy	\$211,651.00

WHEREAS, the Authority has determined that the bid from Industrial Furnace Company Inc. is the lowest bid in the amount of \$197,900.00; and

WHEREAS, the bid submitted by the Industrial Furnace Company in the amount of \$197,900.00 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 N.J.S.A. 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 this contract to the Industrial Furnace Company for the River Road STP Multiple-Hearth Incinerator #2 Repairs Contract;

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			

Resolution 2016-31, Rejecting All Bids for the Hauling of Liquid Sludge

Mr. Kantorek reported that on April 13, 2016 sealed bids were received for the hauling of liquid sludge from the two upstream plants to River Road. However, the bid specifications contained an error as to the need for an Agreement of Surety to be included in the bid but did not ask for a Performance Bond. The lowest bidder did not submit an Agreement of Surety since SBRSA did not ask for a Performance Bond. It was determined that it was necessary to revise the specification to create a fair process for bidders. Therefore, Mr. Kantorek recommended that all bids be rejected and that the contract be re-bid.

Mr. Kantorek recommended approval of Resolution 2016-31, Rejecting All Bids for the Hauling of Liquid Sludge. So moved by Dr. Downey, seconded by Mr. Patel and passed by a roll call vote of 6 to 0. Resolution 2016-31 follows.

Resolution Rejecting All Bids for the Hauling of Liquid Sludge

Resolution No. 2016-31

WHEREAS, the Authority advertised for the receipt of sealed competitive bids in accordance with the requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. for the hauling of liquid sludge; and

WHEREAS, the following sealed competitive bids were received by the Authority on April 13, 2016 as more fully set forth as follows:

	12 Month Contract Unit cost / Total	24 Month Contract Unit cost / Total
Accurate Waste Systems, Inc.	\$0.0345 / \$103,500.00	\$0.0345 / \$103,500.00 (1 st year) \$0.0352 / \$105,600.00 (2 nd year) Total 2 year = \$209,100.00
Aqua-Tex Transport Inc.	\$0.0875 / \$262,500.00	\$0.0875 / \$262,500.00 (1 st year) \$0.09275 / \$278,250.00 (2 nd year) Total 2 year = \$540,750.00
Russell Reid	\$0.0647 / \$194,100.00	\$0.0647 / \$194,100.00 (1 st year) \$0.0647 / \$194,100.00 (2 nd year) Total 2 year = \$388,200.00
Franc Environmental Inc.	\$0.03354 / \$100,620.00	\$0.03354 / \$100,620.00 (1 st year) \$0.03387 / \$101,610.00 2 nd year) Total 2 year = \$202,230.00

WHEREAS, the bid specifications contained an error as to the need for an Agreement of Surety to be included in the bid and therefore did not create a fair process for the bidders; and

WHEREAS, it is necessary to substantially revise the specifications and N.J.S.A. 40A:11-13.2 authorizes the Authority to reject all bids in that circumstance and

WHEREAS, the Authority desires to reject all bids pursuant to N.J.S.A. 40A:11-13.2 in order to revise the bid specifications and re-bid the contract

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

1. The Authority rejects all bids received on April 13, 2016 for the Hauling of Liquid Sludge in accordance with N.J.S.A. 40A:11-13.2 in order to substantially revise the specifications.
2. The Authority staff is authorized and directed to substantially revise the bid specifications and re-bid the Hauling of Liquid Sludge contract for the receipt

of sealed competitive bids pursuant to the requirements of the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq.

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			

Resolution 2016-33, Authorizing the Execution of Antenna Site License Agreement with the County of Somerset, New Jersey

Mr. Bixby reported that staff has received an Antenna Site License Agreement between the County of Somerset and SBRSA for the use of their radio tower. Mr. Bixby explained that the Authority owns and operates radio communication equipment on a tower on this property which was previously owned by Trap Rock Industries.

Mr. Bixby indicated that the Agreement contains a rental fee of \$1,500 per year which is similar to Trap Rock. However, there is an increase of 2% each year for five years. At the end of the five-year period the Authority can renew the agreement for an additional five years. Mr. Bixby indicated that this is the single most important communication system on site.

Staff recommended approval of Resolution 2016-33, Authorizing the Execution of Antenna Site License Agreement with the County of Somerset, New Jersey. So moved by Dr. Downey, seconded by Mr. Goldfarb.

Chairman Bartolini asked if there are any alternatives for the communication system. Mr. Bixby explained that the Authority has been operating the two way radio system many years and the system is utilized at the various locations of the Authority, upstream plants, pump stations as well as River Road. This is the public safety tower which is used by the police and fire. Staff will investigate other alternatives to determine if there is any other viable communication system.

Resolution 2016-33 was then approved by a roll call vote of 6 to 0. Resolution 2016-33 follows.

Resolution Authorizing the Execution of Antenna Site License Agreement with the County of Somerset, New Jersey

Resolution No. 2016-33

WHEREAS, the Stony Brook Regional Sewerage Authority (SBRSA) owns and operates radio communications equipment on a tower located on Lot 27, Block 8 in Franklin Township, NJ; and

WHEREAS, the property located on Lot 27, Block 8 in Franklin Township, NJ was previously owned by Trap Rock Industries; and

WHEREAS, on December 21, 2015 the property located on Lot 27, Block 8 in Franklin Township, NJ was purchased by the County of Somerset, New Jersey; and

WHEREAS, the tower located on Lot 27, Block 8 in Franklin Township, NJ is now owned by the County of Somerset, New Jersey; and

WHEREAS, the Stony Brook Regional Sewerage Authority (SBRSA) has a need for the continued operation of the radio communications equipment; and

WHEREAS, the County of Somerset requires the execution of an Antenna Site License Agreement for the continued use of the tower for the SBRSA radio communications equipment; and

WHEREAS, the Antenna Site License Agreement has a term of five (5) years beginning on January 1, 2016; and

WHEREAS, the fee for the first year of the Antenna Site License Agreement is \$1,500 payable in equal monthly payments; and

WHEREAS, the annual fee for the Antenna Site License Agreement in all subsequent years shall be increased by 2.0% annually; and

WHEREAS, additional terms and conditions of the Antenna Site License Agreement are more fully set forth in the Antenna Site License Agreement a copy of which shall be maintained at the offices of the Stony Brook Regional Sewerage Authority ; and

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

NOW THEREFORE, BE IT RESOLVED that the Board of the SBRSA authorizes the Chairman to enter into the Antenna Site License Agreement as described herein.

Recorded Vote:

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

Solid Waste Disposal Agreement

Mr. Kantorek explained that the Authority has been disposing its incinerator ash with Pollution Control Financing Authority of Warren County (PCFA) for approximately fifteen (15) years. The Authority received a revised Agreement with a cost of \$68 per ton which represents an increase of \$65,000. The previous rate was \$36 per ton. Mr. Kantorek indicated that staff is exploring other alternatives for disposal of the ash; however it is not a simple process.

Mr. Kantorek indicated that this agreement is a 10-month agreement which will allow the Authority time to seek other alternatives. There is a disposal site in Pennsylvania that is interested in taking the ash. SBRSA's ash needs to be tested to determine if it could be deemed recyclable material. If so, the cost for disposal would be \$45 per ton but the transportation costs would be higher. Therefore, the best thing to do is to enter into the 10-month agreement with PCFA gives the Authority time to find a more cost effective alternative.

Staff recommended approval of entering into an agreement with PCFA from April 1, 2016 and ending February 28, 2017 at a cost of \$68 per ton. So moved by Dr. Downey, seconded by Mr. Goldfarb and passed by a vote of 6 to 0.

532.17 Open to the Public

None.

532.18 And Such Other Issues as May Come Before the Board

None.

532.19 Adjournment

As there was no further business to come before the Board, the meeting was adjourned at 9:31 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
May 11, 2016