

Minutes of Meeting #549, September 25, 2017 – Stony Brook Regional Sewerage Authority

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

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

MEMBERS ABSENT: Patel

CONSULTANTS: Alexander

STAFF PRESENT: Bixby, Carlino, Ireland, Kantorek, Kunert, Pchola, Rahimi, Sears, Stewart, Thomas

549.01 Chairman Bartolini stated 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.

549.02 Approval of Minutes

Chairman Bartolini asked for comments/questions on the minutes from the August 28, 2017 Board meeting. Mr. Kantorek noted that on page 16, paragraph 8, line 1 reads "Resolution 20179-50 follows." It should read "Resolution 2017-50 follows." The minutes as amended were approved on a motion by Dr. Downey, seconded by Mr. Goldfarb and passed by a vote of 5 to 0.

549.03 Board Related Activities

Consultant List

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

Mr. Kantorek noted that there is one revision to the Member List/Municipal Information. A Board member has changed their email address. The revised page was provided to the Board.

549.04 Planning and Administration

Mr. Kantorek reported that the most current 12-month average daily River Road plant flow is 9,357,455 gpd with 921,042 gpd of approved but inoperative flow for a total committed flow of 10,278,497 gpd with 2,781,503 gpd or 21.30% of available capacity. The most

current 12-month average daily flow at the Hopewell Plant is 216,136 gpd with 300 gpd of inoperative flow, for a total committed flow of 216,436 gpd with 27.85% or 83,564 gpd of available capacity. The Pennington Plant presently has 241,107 gpd as the most current 12-month average daily flow, with 29,663 gpd of approved but inoperative flow, for a total committed flow of 270,770 gpd, with 9.74% or 29,230 gpd of available capacity.

Mr. Kantorek noted that the 12-month average daily River Road flow was calculated using four (4) months of data based on the billing meters and eight (8) months of the Influent Meter.

Monthly Flow Transmittal

Mr. Kantorek reported that the meter certification was conducted by W. G. Malden on September 1, 2017. All meters were within $\pm 5\%$ accuracy except for the Princeton Pump Station high range meter. This meter could not be calibrated/certified. Staff cleaned the diaphragms and tried to calibrate the meter however they could not. The high range meter was replaced and calibrated by staff on September 6, 2017. On September 11, 2017 W. G. Malden was on site to certify the Princeton Pump Station high range meter.

Review of the Princeton Pump Station hourly meter data for the month of August indicated that all flows were below the high range meter scale of 4.5 to 15.0 mgd.

Mr. Goldfarb stated that a rain event took place on August 23rd and 24th. The event was probably a typical summer storm. The flow at the River Road plant increased by approximately 2.5 million gallons in a twenty-four (24) hour period. The lion's share of the flow came from South Brunswick Township (SBT). Mr. Goldfarb indicated that there may be a couple of possibilities: (1) it rained harder in South Brunswick Township than any other place in our service area; and (2) SBT has surface leaks in their sewer system. Usually in the summer, infiltration is not a problem because there is a great deal of vegetation. If it is inflow, those leaks are relatively easy to abate. Every manhole cover needs to be inspected and sealed. Mr. Goldfarb stated that perhaps staff can contact SBT to discuss the situation or the Authority can collect more data prior to contacting them. Mr. Goldfarb noted that it does have a direct effect on the River Road plant.

Mr. Kantorek indicated that staff has had discussions with SBT and that they are doing some work but perhaps not as much as Princeton has done. Mr. Kantorek stated that staff is not sure what their current focus is on but SBT was concentrating on the Kendall Park area. Staff will contact SBT.

549.05 Approval Requests and Actions

TWA-1 Approvals

Ellsworth Center, Block 5 Lot 20, 20.1, 20.02, 20.03,20.04, 62 & 67, West Windsor Township

Ms. Pchola reported that this project is for the extension of 206 linear feet of 8-inch diameter sanitary sewer to service two proposed two-story buildings (first floor commercial) and second floor with one-bedroom apartments.

Building N-4	3,339 sf	0.1 gpd/sf	340 gpd
Building N-4	3 one-bedroom apartments	150 gpd/unit	450 gpd
Building N-5	2,330 sf	0.1 gpd/sf	230 gpd
Building N-5	2 one-bedroom apartments	150 gpd/unit	300 gpd
Total Flow			1,320 gpd

Ms. Pchola indicated that the project was approved by West Windsor Township Zoning Board in December 2013. The TWA application has been endorsed by the Township Engineer.

Ms. Pchola noted that this application is only for partial development of the site. As approved by the West Windsor Township Zoning Board, the total commercial space is 33,600 sf and 18 one-bedroom apartments. As discussed with the applicant's engineer, before the remainder of the site is developed, another TWA application will need to be submitted to SBRSA.

Staff recommended approval of this application for a flow rate of 1,320 gpd. So moved by Dr. Downey, seconded by Mr. Goldfarb and passed by a vote of 4 to 0. Mr. Morehouse abstained.

Time Extensions

None

NJPDES Applications

None.

Water Quality Management Plan Amendments

None

549.06 Regulatory Report

Discharge Monitoring Report (DMR)

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

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

Residuals Discharge Monitoring Report (RDMR)

Mr. Rahimi indicated that the July Residuals Discharge Monitoring Reports were submitted to the NJDEP. All River Road parameters were compliant with the Authority's Air Permit requirements.

Air Reporting

Mr. Rahimi stated that on May 24, 2017, an inspection of the River Road facility was conducted by Carl Viviani of the NJDEP Air Enforcement Program. The facility was found to be in compliance with the Title V permit conditions. A copy of the letter from NJDEP was provided to the Board.

Mr. Rahimi reported that on August 24, 2017 staff's comments on the pre-draft Title V Permit were submitted to the NJDEP. In response to our comments and a request for a meeting to discuss the pre-draft permit, NJDEP responded via email to KEMS:

"The applicable requirement (AR) specifies that "emission limits and standards apply at all times the SSI unit is operating and during periods of malfunction. The emission limits and standards apply to emissions from the bypass stack or vent while sewage sludge is in the combustion chamber." As I said, the Department cannot remove or alter this federal requirement. How does the facility propose to comply with this requirement in the event the by-pass stack is used? Please provide this information (i.e. explanation, basis, sample calculations and any supporting documentations) prior to our tentative meeting here at DEP in about a week or 2."

Mr. Kantorek stated that this is the new Title V permit where the Authority is trying to integrate the new federal regulations and the old Title V DEP regulations. Staff is working towards a permit that makes sense and allows us to be able to operate within the parameters of the permit.

Mr. Goldfarb asked if is this what caused all of SBRSA's affirmative defenses.

Mr. Kantorek stated that the Authority is going to have a discussion with NJDEP to see if there is any way to resolve the bypass stack issue. Currently the Authority has been operating without a modified Title V permit that includes the federal regulations. Staff has been interpreting the federal regulations and looking at our current permit. Staff is reviewing the preliminary draft which has integrated both the federal and State regulations. This draft permit has some issues with operating the incinerator which need to be worked out.

Staff indicated that to date NJDEP has taken no action on any of the affirmative defenses submitted by SBRSA. Mr. Morehouse asked which regulations are more stringent, federal or state. Mr. Kantorek indicated that the permit will incorporate the most stringent regulations from both the state and federal.

Laboratory

Mr. Rahimi indicated that on September 11, 2017 staff received the on-site audit report by the NJDEP Office of Quality Assurance (OQA). Staff is in the process of addressing the noted deficiencies.

Mr. Goldfarb asked the status of the Notice of Violation (NOV). Mr. Kantorek noted that the NOV is for violating Chlorine Produced Oxidant (CPO) under the NJPDES permit. Mr. Kantorek indicated that Ms. Susan Rosenwinkel, the Section Chief of Surface Water Permitting, is doing everything she can to help SBRSA because she thinks we are correct. This issue does not just involve permitting, it also involves Enforcement who issued the NOV and also the OQA that oversees the testing and quality control for the lab work.

Ms. Rosenwinkel indicated that she will provide the Authority a stay which will be dated as far back as necessary and will be in effect until her letter is issued. However, Ms. Rosenwinkel has been informed that Enforcement will not void the NOV but instead will close out the NOV. If the Authority receives the stay and Enforcement closes the NOV no fine would be assessed. If Ms. Rosenwinkel provides SBRSA with the letter now for the stay, going forward it is possible that SBRSA will keep the monthly average of 0.02 mg/l in our current permit. This means that the Authority could potentially have violations moving forward. Ms. Rosenwinkel is trying to work with the OQA to obtain a CPO limit that is more reasonable.

Mr. Rahimi and the Lab staff have put together a minimum detection limit (MDL) along with various data for review by the OQA. The OQA has indicated that they will do their own MDL study and utilize that data to determine an appropriate limit for CPO. All the data SBRSA has gathered seems to support a 0.05 mg/l or higher limit. Subsequently, if the Authority has a violation it will be because we violated our permit and not because the instrument was not accurate enough and provided a false reading. SBRSA's goal is to not have the accuracy of the instrument cause the violation.

The OQA has purchased a meter for their MDL study, however it is not the same meter that is used by the Authority. Different meters can have different results.

A brief discussion regarding the meters and the stay took place.

549.07 Safety

Ms. Pchola reported that there were no accidents or injuries for this reporting period.

Ms. Pchola indicated that on August 23, 2017, an employee was injured while working in the primary tank at the Hopewell Plant. The employee hit his head on a valve causing a contusion. The employee was taken to the hospital for treatment and returned to full duty the same day.

Ms. Pchola noted that as of September 19, 2017, Stony Brook Regional Sewerage Authority has gone 440 consecutive days without a “Lost Time Accident”.

Ms. Pchola reported that the 2017 Kleinfelder Inspection Report has been revised per staff’s request. A copy of the report was provided to the Board. A copy of the Priority 1 punch list items and status was also provided to the Board.

Ms. Pchola indicated that on September 6, 2017, the annual fire inspection for Millstone Pump Station was conducted by the West Windsor Fire Department. No issues were found.

Ms. Pchola noted that on September 12, 2017, staff held a safety meeting. A copy of the minutes was provided to the Board.

Ms. Pchola reported that on September 19, 2017, the Environmental Joint Insurance Fund (EJIF) conducted its annual audit of the River Road facility and the Princeton and South Brunswick Pump Station’s fuel oil tanks. Staff is waiting for the report.

Training for this reporting period included:

- Electrical and Arc Flash safety training was provided for 9 employees by Certified Safety and Health on September 5, 2017.
- Welding safety training was provided for 12 employees by Certified Safety and Health on September 19, 2017.
- Fire safety training was provided for 12 employees by Certified Safety and Health on September 19, 2017.

At the request of Mr. Goldfarb, the revised Annual Inspection Report was discussed. Mr. Goldfarb commented that the revised Inspection Report contains the Priority 1 items that both Kleinfelder and SBRSA agreed are Priority 1 items.

Mr. Goldfarb stated that staff has a punch list plan for each of the Priority 1 items. Mr. Goldfarb asked if the Board will receive periodic updates throughout the year since some of these items include actions that are deferred pending hiring outside contractors to complete the work.

The Board and staff agreed that quarterly updates will be provided for the Priority 1 items.

Mr. Kantorek noted that through the years there has been discussions regarding Priority 1 items and in some cases, SBRSA did not agree with Kleinfelder's Priority 1 items. Mr. Kantorek indicated that on page 44 of the Inspection Report under "Summary of Suggestions and Recommendations" the timeframe for completion of all the various priority items have been defined.

Mr. Goldfarb indicated that staff should continue to work with Kleinfelder to determine what the Priority 1 items should be and how to address them.

549.08 Litigation

The Litigation Report was provided for information. Ms. Alexander noted that one change was made to the Litigation Report.

Ms. Alexander indicated that a status conference call before Judge James-Beavers occurred on September 18, 2017, wherein the Judge was apprised of the recent developments. The next status conference is scheduled for December 18, 2017.

Dr. Bartolini asked Ms. Alexander what could the Authority anticipate happening on December 18, 2017. Ms. Alexander indicated that she believes both the Authority and NJDEP need to get closer to a settlement prior to that date. Ms. Alexander believes that the Judge will not continually delay settlement. During this conference, the tiered use program was discussed and NJDEP indicated that they are working on a replacement. Ms. Alexander reiterated that the Judge will not continue to put this issue on the inactive list for six months. Both sides were only given a three-month period. Worse case scenario is that the Authority may have to appear at a hearing to settle the unresolved issues since we believe these issues will not be dismissed.

Mr. Kantorek indicated that an adjudicatory hearing was requested with the hope of negotiating the issues before the hearing. If the issues cannot be negotiated, then the next step would be a hearing. The hearing would encompass all SBRSA unresolved issues with its permits and not just for CPO. There is a possibility that some negotiating with NJDEP could take place prior to December 18, 2017.

A lengthy discussion took place regarding all of SBRSA's permit issues. Staff will draft a memo explaining the Authority's position on the unresolved permit issues.

549.09 Operations Report

River Road Facility

Mr. Kunert reported that on August 22, 2017, the Authority switched from commercial power to the temporary emergency generator which was required for the Solar Project. During this switch over several power outages occurred. The temporary generator failed a few times before the vendor could resolve the issues with the generator. The Authority

experienced some trouble with both incinerators when we returned to commercial power. The I.D. Fan for Incinerator No. 1 would start but quickly shutdown on an over-amperage failure and Incinerator No. 2 had scrubber PLC programming issues. Both problems were rectified but cake deliveries had to be canceled for 5 days before Incinerator No. 2 warmed up to the necessary burning temperatures and was put back on line.

Mr. Kunert indicated that the new mixers that were installed in the Modified Aeration Effluent Channel are still functioning normally with no issues.

Mr. Kunert noted the memo dated August 22, 2017, which was included in the Operations Section of last month's Board Report, was provided to the Board. As discussed at last month's Board meeting there is an issue with the step bearing on Incinerator No. 1.

Mr. Kunert stated that on August 29, 2017, the Industrial Furnace Company (IFCO) jacked up the centershaft, disassembled the lower housing, removed the step buttons and the results are as follows: The new step buttons that we purchased were exactly the right size, however, three additional parts need to be replaced. This was confirmed by Chavond-Barry Engineering. The parts needed are a new step ring, new thrust block and a new housing. These parts are being manufactured and there is a 4 to 5-week lead time. The initial cost for the work was \$10,175. After finding that additional parts needed to be manufactured, the total cost (as per the quote) increased to \$18,177. These parts were ordered by IFCO on September 8, 2017. IFCO will also provide staff with dimensional drawings on all the parts that make up the bottom assembly of the center shaft, which the Authority does not have on file. Mr. Kunert indicated that staff anticipates delivery of the new parts the first week of October.

Mr. Kunert explained that while restarting equipment after a power blip on September 6, 2017, a dresser coupling came loose on the main Fly Ash Slurry Header in the Incinerator Basement. Approximately four to five inches of water needed to be pumped out from the basement floor prior to repairing the dresser coupling. Staff sought a recommendation from AECOM as to what should be done to add additional support to this header which is prone to shifting at times. Staff will be meeting to discuss the options. The Authority may need to replace the line.

Upstream Facilities

Mr. Kunert reported that both Upstream Facilities operated well during this reporting period.

Odor Report

Mr. Kunert reported that staff received one Odor Complaint during the month of August and one odor complaint during the partial month of September. The full September number will be reported at the September Board meeting.

Customer Septage and Sludge Deliveries

The quantity of liquid sludge was above its budgeted amount. Sludge cake and gray water quantities were below their budgeted amounts for the month of August. Mr. Kunert noted that totals were down slightly due to non-receipt of sludge cake for a five-day period.

549.10 Maintenance

Mr. Stewart reported that on September 1, 2017 Belt Filter Press No. 2 was removed from service due to a worn bearing on the drive side of the roller. Upon further inspection, it was found that the ten-inch roller's protective coating had worn away allowing the bare metal to make contact with the lower belt. The roller and bearings were replaced along with two new belts from inventory. Once the installation was completed the belt press was tested and placed back into service.

Mr. Stewart indicated that on September 6, 2017 one of the four Primary Tank valves used for wasting at the Hopewell Wastewater plant was found to be inoperable. The tank was removed from service, dewatered and cleaned. It was found that the original stand and operator stem were severely corroded and worn. After removing all the existing worn parts, a new floor stand with an indicator was installed along with a new ninety-six inch stainless steel rod with stainless steel couplings and hardware. Once assembled the valve was tested and placed back into operation. The remaining three valves will also be replaced.

Mr. Stewart explained that on September 13, 2017 the Modified Aeration Scum Station dry well exhaust fan was removed from service because of poor condition and replaced with a new explosion proof exhaust fan. This fan is activated before entering the dry well to remove any residual hydrogen sulfide before any Operations or Maintenance tasks are to be performed.

Mr. Stewart noted that the current monthly open work requests stand at fifteen (15). The preventative maintenance graphs show that SBRSA is currently averaging two (2) days overdue and the number of overdue units is approximately twenty-three (23).

549.11 Construction Report

Phosphorous Impact Modeling Study

Ms. Pchola reported that NJDEP is still in the process of reviewing the study and asking very technical questions which Kleinfelder is addressing.

Millstone Force Main Condition Assessment

Ms. Pchola stated that Pure Technologies is in the process of revising their draft report based on the additional information provided by staff. Ms. Pchola noted that staff received

an email on September 25, 2017 from Pure Technologies indicating that staff should receive the draft report by the end of September.

River Road Filtration/Disinfection Byproducts Compliance Study

Ms. Pchola indicated that Kleinfelder submitted the draft report on September 20, 2017.

Odor Sampling and Evaluation

Ms. Pchola reported that the results of the TRC odor analyses and comparison of data from the last several years was provided to the Board. Also included are the results of this year's sampling and analyses with the H₂S readings using SBRSA's Jerome H₂S Analyzer. Ms. Pchola indicated that the results of the Odor Sampling and Evaluation were discussed at length at the Construction Committee meeting.

Dr. Downey indicated that, in terms of performance, this year's results look very similar to last year. The Authority's new H₂S meter clearly shows that no H₂S has been detected in the area where frequent odor complaints have been reported. Also, the odors at that site are quite low and readily diluted and therefore, it is hard to suspect that the odor is more than a background odor. There are clearly certain points within the plant site that show measurable H₂S when measured by staff, but overall the levels are not high. High H₂S areas include the belt press filter room exhaust and inlets to odor control treatment units. Staff has reported zero readings of H₂S coming from the biofilters.

Mr. Goldfarb indicated that if the results are the same as last year is that an indication that staff has been replacing the carbon throughout the year. Dr. Downey noted that the carbon for the sludge cake unit on the plant site was replaced last year and has been working reasonably well. Ms. Pchola stated that the only other areas that use carbon are off site. Testing/sampling by TRC is done on site at the River Road WWTP and in Montgomery Woods only.

Chairman Bartolini asked what TRC recommended. Dr. Downey responded that TRC recommended to continue to follow the schedule for replacements and to repeat the study next year.

Mr. Goldfarb questioned if the Authority's H₂S meter confirmed the same conclusions and measurements as TRC. Ms. Pchola indicated that TRC utilizes an odor panel to evaluate the odors and not equipment.

Mr. Kantorek stated that it is slightly different since H₂S is not the only odorant TRC tests. When TRC tested for H₂S the results were similar. In some cases when the sludge areas were sampled it is more complicated since there are many different compounds involved. The carbon media not only eliminates H₂S but also many other compounds so you will not get the same readings as with the H₂S meter at a given site. The odor panel uses a rating system as whether an odor is weak, moderate or strong. When compared with the meter readings, the results are relatively close. The Odor Evaluation showed that odors on the

plant site were mostly weak or moderate and no strong odors were detected. However, it has come to staff's attention that TRC has changed its rating system and staff will discuss the change with TRC.

Mr. Goldfarb asked if staff should share the Odor Study results with the Montgomery Woods resident. Dr. Downey stated that the more important item to examine is the dilution to threshold and to look at this in terms of the historical levels. The new analysis illustrates that in many areas the dilution to threshold are relatively low and have shown much improvement. Dr. Downey also indicated that on meeting nights she has driven on Brookline and Chestnut streets and detected a "woody" odor. The panel found the odor level very low nearest that resident.

A discussion followed regarding that issue. Staff has indicated that an invitation was extended to the resident on Chestnut Court to revisit the plant site. The invitation was declined. With each complaint staff did investigate and found no odors and the odor study confirmed it. The Board recommended that staff document the actions that staff has taken to correct odor problems.

Pennington WWTP Upgrade and Expansion

Ms. Pchola stated that Kleinfelder (KLF) and staff met on September 8, 2017 to review the comments from SBRSA staff on the final contract documents. KLF is in the process of incorporating staff's comments and once completed and all the required permits are obtained, the project will be advertised for bid.

Ms. Pchola reported that included in the specification is the installation of a new PLC for the collection of process data that in turn communicates with the existing SCADA system. As indicated in the attached memo, the specific PLC is an integral part of our SCADA system and the use of any other PLC other than that specified would undermine the functionality and/or operational performance of our existing facilities. Through the approval of Resolution 2017-52, it would allow for the purchase of a proprietary PLC through the Pennington Wastewater Treatment Plant Upgrade and Expansion contract.

Staff recommended approval of Resolution 2017-52, Authorizing the Proprietary Purchase of Programmable Logic Controller (PLC) for the Pennington Wastewater Treatment Plant Expansion and Upgrade. So moved by Dr. Downey, seconded by Mr. Goldfarb and passed by a roll call vote of 5 to 0. Resolution 2017-52 follows.

Resolution for the Proprietary Purchase of Programmable Logic Controller (PLC) for the Pennington Wastewater Treatment Plant Upgrade and Expansion, Contract 17-1

Resolution No. 2017-52

WHEREAS, the Stony Brook Regional Sewerage Authority ("Authority") plans to expand and upgrade the existing treatment processes of the Pennington Wastewater

Treatment Plant under Contract 17-1, Pennington Wastewater Treatment Plant Upgrade and Expansion; and

WHEREAS, as part of the treatment plant upgrade and expansion, the existing GE 9030 programmable logic controller (PLC) for Pennington Wastewater Treatment Plant will be upgraded; and

WHEREAS, the existing GE 9030 PLC, manufactured by GE, will be moved to “Discontinued Status” by the manufacturer as of January 1, 2018; and

WHEREAS, the recommended replacement for the GE 9030 PLC is the GE RX3i PLC as manufactured by GE; and

WHEREAS, the operation of the existing plant-wide SCADA system is designed and configured to operate with the GE 9030 PLC; and

WHEREAS, the replacement GE RX3i PLC will directly integrate with the existing plant-wide SCADA system; and

WHEREAS, the continued operation of the existing SCADA system is critical to the proper operation of the treatment facility and maintaining compliance with the NJDPES permit requirements; and

WHEREAS, for consistency in both training and operation and maintenance of the equipment, the desired preference is to have the PLC equipment supplied by the existing manufacturer; and

WHEREAS, the Authority has determined that the GE RX3i PLC is of a specialized nature necessary for the conduct of its affairs because of the ability to integrate with the existing plant-wide SCADA system; and

WHEREAS, the Authority therefore has a compelling need to purchase the same manufacturer as the existing PLC as authorized by N.J.S.A. 40A:11-13(d) and N.J.A.C. 5:34-9.1(a) 1.i and 2.i where the proprietary designation overshadows the public benefit of use of “brand name or equivalent”; and

WHEREAS, the Authority’s attorney Maraziti Falcon, LLP have reviewed the proposed certification for the specialized nature of the proprietary equipment necessary for the conduct of SBRSA’s affairs and has advised of its applicability and acceptability pursuant to N.J.S.A. 40A:11-13(d) and N.J.A.C. 5:34-9.1.

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

1. That the Authority agrees that due to the specialized nature of the equipment necessary for the conduct of its affairs, the only acceptable

manufacturer for the replacement of the existing GE 9030 PLC is the GE RX3i PLC.

2. Funds are available for the purchase and installation of the PLC equipment in the capital budget.
3. 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 Vendor.

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

Ms. Pchola noted that SBRSA has received approvals for the NJDEP TWA Application and the Mercer County Soil Conservation District General Permit. Kleinfelder continues to work with the Delaware Raritan Canal Commission in addressing their permit application comments. On September 7, 2017 SBRSA received comments from the Mercer County Planning Board regarding our site plan application. KLF is in the process of addressing the comments and it is expected that the site plan application will be heard by the Mercer County Planning Board at their October 11, 2017 meeting. Ms. Pchola noted that the Authority does need to submit an application for site plan approval to the Hopewell Township Planning Board.

Contract 14-1, SBRSA Emergency Generator Project

Ms. Pchola indicated that this project stands at 94% complete. No payment application was submitted by the contractor this month. During the past reporting period, TCI completed the permanent piping for the natural gas engine pressure regulator gas sensing line, terminated interface wires between the automatic transfer switch (ATS) and the generator system main control panel, and completed some site clean-up. Beginning on September 7, 2017 Rudox was on-site and continued with the start-up of the natural gas generator and paralleling switchgear. Both generators (existing and new) were operated (without load) and rotation checks were completed. Representatives of the switchgear manufacturer, IEM, Rudox, and TCI were on-site the week of September 18th and continued the commissioning of the emergency generator system and performed a full system operability test using a portable load bank. It is anticipated that this project will be completed by mid-October 2017.

Contract 16-1 Schwing Pump Replacement Project

Ms. Pchola stated that MBE continues to submit shop drawings for the project and on September 19, 2017 MBE provided the shop drawing submittal for the new Schwing pumps. On September 13, 2017 SBRSA received a letter from the NJDEP approving the contractors' SED plan.

Contract 16-2, MA Effluent Channel Mixers

Ms. Pchola indicated that as of Pay Estimate No. 2 this project stands at 65% complete. During the last reporting period, Allied completed the start-up of the remote I/O system that integrates the new mixers into the plant-wide SCADA system and began the demolition of the blowers and piping in the Operations Building basement.

Contract 16-4, Center Shaft Drive Replacement

Ms. Pchola reported that this project stands at 78% complete. No payment application was submitted by the contractor this month. On September 10, 2017, the two-week operational test for center shaft drive No. 2 on Incinerator No. 2 was concluded. The drive operated well throughout the two-week test period with no problems found. The balance of the contract work, to install the new drive on Incinerator No. 1, is currently on hold until the replacement of the bottom bearing on Incinerator No. 1 is completed by IFCO.

Ms. Pchola noted that as previously indicated during the startup of the center shaft drive for Incinerator No. 2 there was a vibration issue. It was determined after various site visits by CBE, investigations, monitoring, etc. that the vibration problem was caused by the motor. The VFD vendor and Iron Hills arranged to have a new different type motor installed on the drive which was approved by SBRSA and CBE. During this period CBE and SBRSA did extensive investigations to determine the cause of the vibration. As a result, CBE had expended their budget for the construction services for this project in the amount of \$8,805. CBE has requested an amendment to their contract for the additional services to resolve the vibration issue as outlined in their letter and supporting documentation dated September 13, 2017. SBRSA recommends approval of Amendment No. 1.

Resolution Authorizing Amendment No. 1 to the “No Political Contributions Allowed” Contract to Chavond Barry Engineering Corp. for Services During Construction for Contract 16-4 Incinerator Center Shaft Drive Replacement Project

Resolution No. 2017-54

WHEREAS, the Stony Brook Regional Sewerage Authority (SBRSA) entered into a contract with Chavond-Barry Engineering Corp. (CBE) for services during construction for Contract 16-4 Incinerator Center Shaft Drive Replacement 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, CBE submitted a proposal dated September 15, 2016 and an Agreement indicating they will provide construction services for Contract 16-4 Incinerator Center Shaft Drive Replacement for Incinerator Nos. 1 and 2 on a time charge fee basis at a cost of \$46,000; and

WHEREAS, CBE has exceeded the budget amount of \$46,000; and

WHEREAS, the budget was exceeded specifically due to engineering services associated with the vibration of the motor for the center shaft drive replacement; and

WHEREAS, CBE has submitted an amendment request dated September 13, 2017 in the amount of \$8,805 and associated breakdown of the tasks and hours associated with the request; and

WHEREAS, the amended contract amount is \$54,805; and

WHEREAS, SBRSA staff was working closely with CBE to resolve the issue with the motor, and

WHEREAS, the resolution of the issue was to provide an alternative motor type and was subsequently approved by CBE; and

WHEREAS, CBE has on file with SBRSA a Business Entity Disclosure Certification which certifies that CBE 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 amend the contract with CBE through Amendment No. 1 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:	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 17-3, Server Room and IT Office Improvements

Ms. Pchola reported that Stone Hill Contracting (SHC) continues the process of submitting shop drawings for this project. On August 30, 2017 SHC attempted to obtain the building permit from the Princeton Construction Department. The construction department indicated that SHC needed a letter from Zoning for the two (2) air conditioning (AC) units located on the roof of the Operations Building. Subsequent telephone conversations with the planning and zoning officials determined that SBRSA needs to submit a zoning permit application for the two (2) roof-top AC condensing units. On September 15, 2017 SBRSA submitted the zoning permit application and on September 18, 2017 SBRSA received the approved permit. SHC is now in the process of obtaining the required building permits.

CEMS Carbon Monoxide Analyzer Replacement

Ms. Pchola stated that on September 8, 2017 SBRSA received an email from the NJDEP Emission Measurement Section that the PST reports for the two CEMS were approved. Included within the email was a statement which said, in part "...the report was received one year after the original submittal which may result in a BOP violation. That would be at the discretion of the Central Regional Enforcement Office." Staff is currently considering what steps, if any, need to be taken to follow-up on this email.

Dr. Downey asked if the Authority needed to submit an affirmative defense since it was the contractor who also held up the report. Ms. Pchola indicated that staff was in contact with the NJDEP and apprising them of the situation. Staff also noted that initially there was a six-month hold up by the NJDEP.

Ms. Alexander indicated that it is a defense but not an affirmative defense issue.

Plant Influent Flow Meter

Ms. Pchola indicated that SBRSA staff continues with the calibration checks on the two flow transmitters to establish historical accuracy data on each transmitter. A copy of the comparison summary of the sum of our billing meters versus the River Road plant influent meter was provided to the Board.

Ms. Pchola reported that the difference between the Influent Meter and the sum of the billing meters is 9.7%. Staff is looking at several items in an effort to determine why the Influent Meter is reading higher than the billing meters.

Information Technology

Mr. Thomas reported that in preparation for the upcoming server room construction, IT performed a temporary shutdown of all services. During the shutdown, all cables were vacated from the wall that is to be demolished. Maintenance installed temporary power in the IT Office so all servers can be powered throughout the construction without interference.

Mr. Thomas stated that on August 30, one (1) of three (3) potential cabling vendors came out for a site visit. Staff expects to receive a quote soon. Staff is waiting for a response from two (2) additional vendors to schedule site visits. All vendors are on the state contracts list.

Mr. Thomas indicated that of the ten (10) desktops and two (2) laptops recently received, IT has deployed five (5) desktops and both laptops to users. The final machines will be deployed in the upcoming weeks.

549.12 Finance Report

Payment of Bills and Claims

Mr. Morehouse moved for approval of Resolution 2017-55 for the payment of bills and claims in the amount of \$1,004,083.12 with two signatures instead of three. The motion was seconded by Dr. Downey and passed by a roll call vote of 5 to 0. Resolution 2017-55 follows.

Resolution Regarding Payment of Bills and Claims

Resolution No. 2017-55

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 **\$1,004,083.12** 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 that net income for the nine-month period ending August 31, 2017 is \$739,616. The Authority has total cash and investments of \$19,133,981 at an average interest rate of 0.48%. The current construction projects balance is \$15,013,283. Mr. Sears noted there are sufficient funds for these projects. The outstanding bond principal balance is \$19,345,312. The New Jersey Cash Management Fund yield is 0.25%.

Resolution 2017-57, Authorizing the Award of a "No Political Contributions Allowed" Contract(s) for Non-Professional Service Vendors

Mr. Sears recommended Resolution 2017-57, Authorizing the Award of a "No Political Contributions Allowed" Contract for Non-Professional Service Vendors to Winner Ford for the purchase of 2017 Ford F150 pick-up truck. Mr. Goldfarb asked if this is a replacement vehicle. Mr. Kantorek indicated that it is a replacement for a fifteen (15) year old vehicle and is being purchased on State contract. The vehicle was budgeted.

So moved by Dr. Downey, seconded by Mr. Morehouse and passed by a roll call vote of 5 to 0. Resolution 2017-57 follows.

Resolution Authorizing the Award of a "No Political Contributions Allowed" Contract(s) for Non-Professional Service Vendor(s)

Resolution No. 2017-57

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

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

WHEREAS, the anticipated term of this contract is for fiscal year 2017 (1 year) and may be extended as approved by this governing body; and,

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

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

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

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

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 2017-56, Introduction to the 2018 Annual and Capital Budget

Mr. Sears stated that at the August Board meeting, the 5-year capital plan was discussed. The plan showed a decrease in unrestricted retained earnings to approximately \$2.3 million by year 2022. There was concern by the Board regarding the decrease in the unrestricted retained earnings since it has been maintaining a \$3 million balance.

Mr. Sears indicated that he and Mr. Kantorek drafted a memo for the Board regarding the discussion and recommendation for the renewal/replacement fund and emergency set aside fund. A copy of the memo was provided to the Board.

Mr. Sears noted that staff's recommendation is based on a 2009 report from Omni (now Kleinfelder). That recommendation was for SBRSA to maintain a reserve fund of at least 14% of annual operating costs for emergency expenses. SBRSA has chosen to use 15% of our annual operating appropriations in the event of an emergency. Any deficiencies in emergency set aside will be taken from unrestricted retained earnings.

Mr. Goldfarb asked if that means at no point will retained earnings fall below \$3 million. Mr. Sears explained that 15% would be set aside, based on the appropriation, and we will have those monies set aside in case of an emergency at the beginning of the fiscal year. If there are no emergencies that amount will carry into the next year.

Mr. Kantorek, referring to the chart on page 2 of the memo, explained the Operating and Maintenance Expenditures and the funding for emergency set aside funding. In the Capital Plan, the unrestricted retained earnings could possibly be used for emergencies if necessary. But those funds are used more for balancing out projects in cases of overrun costs. The chart shows that in the year 2022 there will be approximately \$2 million in emergency set aside funds and approximately \$2 million in unrestricted retained earnings, all which could be used for emergencies. These have no impact on the budget unless the funds are depleted for emergencies.

Mr. Sears recommended approval of Resolution 2017-56, Approval of the 2018 Budget. Mr. Sears noted that the budget must be submitted by October 1, 2017. The resolution was moved by Mr. Morehouse, seconded by Dr. Downey and passed by a roll call vote of 5 to 0. Resolution 2017-58 follows.

2018 AUTHORITY BUDGET RESOLUTION
Stony Brook Regional Sewerage Authority
Resolution No. 2017-56

FISCAL YEAR: FROM: 12/1/2017 TO:11/30/18

WHEREAS, the Annual Budget and Capital Budget for the Stony Brook Regional Sewerage Authority for the fiscal year beginning, December 1, 2017 and ending, November 30, 2018 has been presented before the governing body of the Stony Brook Regional Sewerage Authority at its open public meeting of September 25, 2017; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$15,343,320, Total Appropriations, including any Accumulated Deficit if any, of \$15,343,320 and Total Unrestricted Net Position utilized of \$ 0.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$6,691,700 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$600,000; and

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

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

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Stony Brook Regional Sewerage Authority, at an open public meeting held on September 25, 2017 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Stony Brook Regional Sewerage Authority for the fiscal year beginning, December 1, 2017 and ending, November 30, 2018 is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the Stony Brook Regional Sewerage Authority will consider the Annual Budget and Capital Budget/Program for adoption on November 13, 2017.

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 2017-58, Authorizing a “No Political Contributions Allowed” Contract with Gabel Associates, Inc. as Energy Agent

Mr. Sears recommended approval of Resolution 2017-58, Authorizing a “No Political Contributions Allowed” Contract with Gabel Associates, Inc. as Energy Agent. Mr. Sears noted that the Authority has not yet received Gabel’s Business Entity Disclosure Certification. The contract will be signed upon receipt of the forms.

Resolution 2017-58 was moved by Mr. Morehouse and seconded by Dr. Downey contingent upon receipt of the Business Entity Disclosure Certification.

Mr. Kantorek explained that Gabel Associates has been the energy agent for the New Jersey Sewerage and Municipal Utility Authority Electrical Supply Aggregation (NJSMUAESA) group for about ten (10) years. The group has sent out RFPs in the past but has chosen Gabel based on their expertise. The current contract expires in May 2018 but the group has been advised that this is a good time to go out to bid since rates have been declining slightly. In addition, should the winter be a very cold one, it could push prices upward. If the group as a whole does not like the prices received on the bids there is sufficient time to rebid the project.

The charge to the Authority is based on a built-in rate of 0.0005 cents per kilowatt hour which would equate to less than \$20,000 based on current usage. SBRSA will be bidding for six locations: River Road WWTP, Pennington and Hopewell STP and the Princeton, Millstone and South Brunswick Pump Stations.

Mr. Kantorek indicated that Gabel will perform some additional bid services, specifically for SBRSA due to the use of Solar Power, at no additional charge to SBRSA.

Resolution 2017-58, Authorizing a "No Political Contributions Allowed" Contract with Gabel Associates, Inc. as Energy Agent was passed by a roll call vote of 5 to 0. Resolution 2017-58 follows.

**RESOLUTION OF THE STONY BROOK REGIONAL
SEWERAGE AUTHORITY
AUTHORIZING A NO POLITICAL CONTRIBUTIONS ALLOWED CONTRACT
WITH GABEL ASSOCIATES, INC.
AS ENERGY AGENT**

Resolution: 2017-58

WHEREAS, the purchase of Electric Power Generation became more fully deregulated on August 1, 2003; and,

WHEREAS, PSE&G began charging hourly rates for power supplied to HTS and LPLP customers on August 1, 2003; and

WHEREAS, SBRSA has joined the New Jersey Sewerage and Municipal Utility Authority Electrical Supply Aggregation (NJSMUAESA) group; and

WHEREAS, Gabel Associates, Inc. will serve as the Energy Agent for the NJSMUAESA Aggregation group; and

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

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11 5(1) a (ii) exempts the award of contracts for extraordinary, unspecifiable services from the requirements of public advertisement and bidding; and

WHEREAS, the Stony Brook Regional Sewerage Authority (the "Authority") has reviewed the Certification filed with the Authority by the Executive Director describing the nature of the registered energy agent; and

WHEREAS, it is not reasonably possible to draft bid specifications for services necessary to assist the Authority in connection with the electrical energy aggregation program, which Certification was reviewed by legal counsel, Maraziti Falcon. to ensure that it meets the provisions of the Local Public Contracts law and the rules promulgated by the Department of Community Affairs; and

WHEREAS, the Authority is satisfied that, for the reasons articulated in the Certification dated September 22, 2017, from John Kantorek, Executive Director, attached hereto and made a part hereof, the proposed work is an extraordinary unspecifiable service and meets the requirements of the Local Public Contracts Law and N.J.A.C. 5:34-2.3.; and

WHEREAS, the award of this contract meets the statute and regulations governing the award of said contracts; and

WHEREAS, the Executive Director, in consultation with counsel, is authorized to make minor modifications to the Energy Agreement without changing the overall intent of the Agreement;

NOW, THEREFORE, BE IT RESOLVED that the Authority shall enter into a one or two-year agreement (to be determined by actual electric supply bid results) with Gabel Associates, Inc. to serve as Energy Agent for SBRSA for the purpose of electricity purchasing aggregation

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

Local Finance Notice (LFN) 2017-16 the WISE Act

Mr. Sears explained that Local Finance Notice (LFN) 2017-16 is an attempt to get local units to use the New Jersey Environmental Infrastructure Trust (NJEIT) for funding environmental projects. Mr. Sears noted that SBRSA has been utilizing funding from the NJEIT.

Monthly Sludge Business Analysis

Mr. Sears reported that net income for the month of August is \$82,946 and the cumulative net income is \$1,124,918.

549.13 Personnel Report

The Personnel Report was provided for member information.

Mr. Kantorek noted that the Authority has hired a bookkeeper. Currently the Authority has forty-seven (47) positions filled. Staff is anticipating a retirement in the near future.

549.14 Correspondence

For information.

549.15 Old Business

None

549.16 New Business

Award of Liquid Sludge Agreement

The following liquid sludge contract was approved on a motion by Dr. Downey, seconded by Mr. Goldfarb and passed by a vote of 5 to 0.

South Monmouth Regional Sewerage Authority	\$50.00/1,000 gallons	01-01-18 to 12-31-18
---	-----------------------	----------------------

549.17 Open to the Public

549.18 And such other issues as may come before the Board

None.

549.19 Adjournment

As there was no further business to come before the Board, the meeting was adjourned at 9:14 p.m. on a motion by Mr. Compton, seconded by Dr. Downey and passed by unanimous vote.

Respectfully Submitted,

John Kantorek
Secretary

Recorded and Written by
Patricia Carlino
October 12, 2017