

Minutes of Meeting #514, October 27, 2014 – Stony Brook Regional Sewerage Authority

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

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

MEMBERS ABSENT: Bartolini

CONSULTANTS: Alexander

STAFF PRESENT: Bixby, Carlino, Cespedes, Hess, Ireland, Irizarry, Kantorek, Kunert, Neuhof, Pchola, Rahimi, Redding

514.01 Pursuant to Section 13 of the Open Public Meetings Act, adequate notice of the time and place of this meeting was given by filing with the Authority's official newspapers, each Clerk of each municipality and by being posted on the Princeton Bulletin Board and on the Authority's website.

514.02 Approval of Minutes

Vice Chairperson Downey indicated that the first order of business was the approval of the amended minutes from the July 21, 2014 Board meeting. A motion to approve the amended minutes from the July 21, 2014 Board meeting was made by Mr. Morehouse and seconded by Mr. Compton.

Mr. Kantorek explained that it was recently brought to the Authority's attention that when salary rates are approved in the middle of the year, the retroactive amount is pensionable funds. In order for the Authority to comply, the minutes from July 21, 2014 need to reflect the amount of the new salary rates. Mr. Kantorek noted that these are the same salary amounts that were approved at the July 21, 2014 Board meeting. The minutes of the July 21, 2014 were approved as amended by a vote of 5 to 0.

The minutes from the September 22, 2014 Board meeting were presented next. A motion to approve the September 22, 2014 Board meeting minutes was made by Mr. Goldfarb and seconded by Mr. Compton. Mr. Goldfarb indicated that on page 13, second paragraph the sentence reads "...Tomar and SBRSA is eminent and ...". The sentence should read "... Tomar and SBRSA is imminent and..."

Vice Chairperson Downey noted that on page 22, the last paragraph, the vote was stated as 6 to 0 and should be corrected to read 5 to 0. The minutes from the September 22, 2014 Board meeting were then approved as amended by a vote of 5 to 0.

514.03 Board Related Activities

Consultant List

The consultant list was provided for information. Mr. Kantorek indicated that one contract is pending award tonight for Insurance Consulting Services.

PlanSmart 2014 Annual Dinner

Mr. Kantorek noted that the 2014 PlanSmart Annual dinner will take place on November 6, 2014. Three Board members have responded that they will be attending the dinner. If any Board member is interested in attending, please let Mr. Kantorek know.

514.04 Planning and Administration

Mr. Kantorek noted that the first items in this section are the revised August Capacity Status Report and Flow Transmittal. Mr. Kantorek explained that the meter certifications in the September reports were inadvertently based on the ending date of August 30th rather August 29th. Mr. Kantorek noted that there was only a slight change in the flow numbers.

Mr. Kantorek reported that the most current 12-month average daily River Road plant flow is 9,366,640 gpd with 951,154 gpd of approved but inoperative flow for a total committed flow of 10,317,794 gpd with 2,742,206 gpd or 21.00% of available capacity. The most current 12-month average daily flow at the Hopewell Plant is 221,094 gpd with 1,200 gpd of inoperative flow, for a total committed flow of 222,294 gpd with 25.90% or 77,706 gpd of available capacity. The Pennington Plant presently has 246,489 gpd as the most current 12-month average daily flow, with 20,377 gpd of approved but inoperative flow, for a total committed flow of 266,866 gpd, with 11.04% or 33,134 gpd of available capacity. Mr. Kantorek noted that the inoperative flow total for the Pennington Plant is the unused portion of Bristol-Meyers Squibb approved flow.

Mr. Kantorek indicated that the flows continue to remain low at the River Road WWTP. The flow for the month of September at the River Road WWTP was approximately 6.8 mgd. These flow numbers are usually seen during the summer months and not usually in September. The current September flow is likely representative of the base flow of each participant, given that it includes the University students return since early September and little or no infiltration and inflow.

Monthly Flow Transmittal

The monthly flow transmittal for September was provided for information.

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

The meter re-verification conducted on September 2nd at the Pennington STP was reading high by 1.32%. The meter re-verification conducted on September 9th was reading low by

4.39%. Therefore the meter data from September 2nd through September 9th was adjusted upward by 1.535% which is the average of the meter re-verifications conducted on September 2nd and 9th.

Meters are re-verified when the meter accuracy is off by more than $\pm 5\%$. The Authority's general policy is to re-verify the meter on the following business day after the initial verification/certification and then one week after the first re-verification.

The meter re-verification corrected value on September 9th was reading low by 0.64%. The meter verification conducted on October 1st indicated that the meter was reading high by 3.46%. Therefore the meter data from September 9th through September 30th was adjusted down by 1.41% which is the average of the meter re-verification conducted on September 9th and verification conducted on October 1st.

At the Princeton Farms meter chamber there was a communication issue and a problem with the uninterruptible power supply (UPS) from September 4th through September 9th. Therefore the meter data for those days were replaced with the average of the percent flow of Princeton Farms to the Hopewell Influent Treatment Plant flow.

Vice Chairperson Downey asked who is responsible for the power supply. Staff indicated that it is the Authority's responsibility and that the incident occurred mostly over the weekend.

514.05 Approval Requests and Actions

TWA-1 Approvals

Carnegie Center West – Building 804, West Windsor Township, Block 7.13, Existing Lot 12.04 Future Lot 12.05

Ms. Pchola reported that this project is for the development of a 14.07 acre lot for the construction of a 121,500 square foot office building consisting of three (3) stories with associated parking. The project will be served by 1,269 linear feet of 8-inch PVC gravity sewer connecting to an existing manhole along Canal Pointe Boulevard.

121,500 SF Office Building	0.10 gallons/day/sf	12,150 gpd
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The project application has been endorsed by the Township Engineer by Resolution 2014-R183 and received site plan approval at the August 20, 2014 West Windsor Planning Board meeting.

Staff recommended approval of this application for the requested flow. A motion was made by Mr. Goldfarb and seconded by Mr. Compton. Mr. Goldfarb noted that this is the first office project received by the Authority since the recession. The application was approved by a vote of 5 to 0.

Time Extensions

None.

NJPDES Endorsements Requested

None.

Water Quality Management Plan Amendments

None.

514.06 Regulatory Report

Discharge Monitoring Report (DMR)

Mr. Rahimi reported that the Discharge Monitoring Reports for the months of August and September were submitted to the NJDEP. There were no violations reported for both months.

Residuals Discharge Monitoring Report (RDMR)

Mr. Rahimi reported 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.

Mr. Rahimi indicated that staff is currently reviewing the August RDMR.

Air Reporting

Mr. Rahimi reported that the 3rd quarter 2014 Excess Emissions and Monitoring Performance Report is currently under review by staff.

Laboratory

Mr. Rahimi reported that staff prepared and mailed its Corrective Action Plan Response to the NJDEP, Office of Quality Assurance (OQA) regarding Hopewell and Pennington STPs laboratory analyses. A copy of the letter was provided to the Board.

Mr. Rahimi indicated that both upstream facilities need to obtain Laboratory Certification. SBRSA began the process of applying for individual certifications for chlorine, pH and temperature for Hopewell and Pennington. The appropriate fee will be sent to the State. The Proficiency Testing (PT) sample will be ordered and the results will be forwarded to the Office of Quality Assurance (OQA). The Authority can continue to operate upstream as usual until the application is approved.

Miscellaneous

Mr. Rahimi indicated that the Quarterly Capacity Assurance Program report for the period June 1, 2014 through August 31, 2014 was submitted to the NJDEP on September 23, 2014. A copy of the report was provided to the Board.

514.07 Safety

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

Mr. Irizarry reported that as of October 1, 2014 Stony Brook Regional Sewerage Authority has gone **1120** consecutive days without a “Loss Time Accident”.

Mr. Irizarry indicated that on October 2, 2014, an accident occurred involving a maintenance employee. The employee was working on a Schwing Pump using a drill. The drill seized causing the employee to sprain his wrist. The employee was sent to Princeton Medical Center where he was examined, treated and cleared to return to work on limited duty.

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

Mr. Irizarry reported that on October 21, 2014 the annual hoist inspection was conducted by Terex (formally Crane America) at the River Road facility. During the inspection the hoist located inside the Incinerator loading dock was found to be deficient (damaged wire rope). The inspector recommended that the hoist not be used until the wire rope is replaced. A copy of the report was provided to the Board. Repairs are scheduled to commence on October 27, 2014 for Incinerator # 2. This task would be delayed if the hoist is not repaired. Staff scheduled the hoist repairs for October 24, 2014.

Training for this reporting period included:

- Blood-borne Pathogens annual refresher training was provided in-house on September 24th & 25th, 2014 for thirteen (13) employees.
- Fire Safety/Fire Extinguisher annual refresher training was provided in-house on September 24th & 25th, 2014 for thirteen (13) employees.
- Storm water Pollution Prevention (SPPP) and Spill Prevention Control and Countermeasure (SPCC) annual refresher training was provided in-house on September 25, 2014 for five (5) employees.
- Respirator Fit Testing was provided by Certified Safety and Health on October 8, 2014 for one (1) employee.
- Defensive Driving was provided by the JIF on October 15, 2014 for five (5) employees.
- Shop and Tool Safety was provided by JIF on October 15, 2014 for three (3) employees.

At the end of the Safety Report Mr. Goldfarb asked what incentive the JIF offers for its Safety Incentive Program. Mr. Kantorek indicated that in addition to a plaque there is a reduction of the surcharge we had to pay in previous years.

514.08 Litigation

The Litigation Report was provided for information.

Ms. Alexander indicated that there were no new items to report.

514.09 Operations Report

River Road Facility

Mr. Kunert reported that on September 19, 2014, the one-hour load shedding test was performed as required by the Energy Curtailment Specialists (ECS) program. Staff is waiting for the results.

Mr. Kunert indicated that the inner ring of brick on hearth level #6 of Incinerator No. 1 fell. The bricks were removed and the incinerator was back in operation within ten hours. Although this poses no threat to the incinerator operation, it will be addressed when this incinerator is taken down for repair.

Mr. Kunert reported that on September 24, 2014, the RTO was taken off-line due to the burner not responding properly. The instrumentation department investigated the problem and found a faulty modulating actuator. It took approximately three days to receive and install a new actuator. Staff also ordered a spare for inventory. The incinerator was operated using the afterburners during this period of time.

Mr. Kunert noted that Somerset Raritan Sewerage Authority is experiencing incinerator issues and has been bringing 75,000 gallons of liquid sludge per week to SBRSA. This began on September 28, 2014.

Mr. Kunert indicated that the Authority is currently conducting polymer trials as required by each vendor per the bid specifications. A vendor must meet certain criteria to qualify to bid. Two trials have been conducted. A third vendor withdrew due to their busy schedule. The vendor felt that they would not be able to have their equipment on site in time to conduct the trial.

Mr. Kunert noted that as of October 22, 2014, Bayshore Regional Sewerage Authority is no longer bringing SBRSA sludge cake. Bayshore's incinerator is back in operation.

Upstream Facilities

Mr. Kunert reported that the water fleas (Daphnia) continue to be a problem at the Hopewell STP. In addition, Hopewell is experiencing settling issues due to a problem with filamentous organisms. The extremely low flows experienced this past summer had a major effect on the plant's operation. A sample was shipped overnight to Dr. Michael Richard in Colorado to help identify the filaments and offer any suggestions. The suggestions provided by Dr. Richard were already being implemented by staff for a few weeks before the sample was sent out. A copy of Dr. Richard's letter was provided to the Board.

Mr. Kunert reported that staff received the pony motor/vacuum pump for the Pennington Facility sludge trailer. Unfortunately the vendor sent a vacuum pump that turned in the opposite direction. That pump was returned and the correct one was received. Staff is in the process of installing the new vacuum pump in order for the sludge trailer to be functional and available for sludge removal.

Staff is experiencing problems with the filters at the Hopewell Facility. The filters are becoming air bound while in operation thus requiring staff to backwash more frequently. Mr. Kunert noted that he has never seen this happen at either plant since they went on-line in 1984. Staff continues to investigate the problem in order to resolve this issue.

Odor Report

Staff received two odor complaints from the surrounding area during the month of September. Both odor complaints were from the Herrontown Road area. Staff received no odor complaints during the partial October 2014 reporting period. To date the Authority has received two odor complaints this year.

Customer Septage and Sludge Deliveries

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

514.10 Maintenance Report

Mr. Ireland reported that on September 18, 2014, the control batteries for the River Road Generator and the Millstone and South Brunswick Pump Stations were replaced by Highland Industrial Turbine Service.

Mr. Ireland indicated that on September 23, 2014, the WESP Air Compressor was taken out of service. This was due to a motor failure resulting in additional damage to the local disconnect and some wiring. A new motor, disconnect and some wiring were installed and the unit was placed back into service.

Mr. Ireland reported that on September 24, 2014, Schwing Pump #5 was taken out of service due to the gear box leaking oil and creating a safety hazard. The gear box was replaced and a new one has been ordered for inventory.

Mr. Ireland indicated that on October 6, 2014, the motor for Nitrification Aerator #3 was replaced with a rebuilt motor because of a bad bearing. The original motor was sent out for repair and will be placed in inventory as a spare.

Mr. Ireland reported that on October 8, 2014, Joseph Jingoli and Son, Inc repaired an underground leak on the 4" EFW line. This line supplies water to the two yard hydrants around the Backwash Storage Tank.

The number of open work requests stands at fifteen (15). The Preventive Maintenance graphs show that SBRSA is currently averaging one (1) day overdue and the number of overdue units is approximately thirteen (13).

514.11 Construction Report

Odor Sampling/Evaluation

Ms. Pchola provided the Board with a summary table of the odor evaluation provided by TRC that was conducted on August 11 and 12, 2014. As indicated all outlet sources have a weak odor intensity with the exception of sludge cake carbon unit which has a moderate intensity and the "old" odor control unit at the liquid sludge receiving station where the odors were more intense at the outlet than the inlet but still at a moderate intensity.

Ms. Pchola noted that as discussed at the Construction Committee meeting. SBRSA will change out the carbon in the sludge cake odor control unit. Going forward staff will have the carbon changed out every two years. The carbon in this unit was replaced in 2011.

Mr. Compton asked how these odors are quantified. Ms. Pchola indicated that the dilution to threshold is determined by an odor panel as well as the strength of the odors. Ms. Pchola will provide the method used at the next Board meeting.

Ms. Pchola also provided the Board with a copy of a summary table of the results of the odor evaluations from 2008 through 2014.

Contract 15-2, Scrubber Installation

Ms. Pchola reported that CBE is continuing to prepare the contract documents for the installation of the scrubber equipment. It is expected that this contract will be completed for staff review by the end of 2014 and advertised for bid early in 2015.

Contract 15-3, Ash Handling System Improvements

Ms. Pchola indicated that the project kick off meeting was held with GHD on October 22, 2014. The discussion items included: alternatives to the existing belt conveyor, coordination with the Scrubber Replacement Project, project communications and key contacts, SBRSA expectations, and the project timeline. GHD expects to submit 30% (concept) drawings and proposed equipment data sheets for review by the end of November 2014. Once the drawings and equipment information is received, staff will discuss the project with the Princeton Planning Board to determine if an administrative waiver or a site plan approval will be required for the project.

Contract 14-1, Facilities Emergency Generator Project

Ms. Pchola reported that as discussed at the September Board meeting, staff sent a letter to NJDEP regarding the funding for the project and the fact that we are going to forfeit the funds from the NJOEM grant program to make the South Brunswick Pump Station eligible for principal forgiveness funds. A copy of letter was provided to the Board.

Ms. Pchola indicated that the 90% Contract Documents were sent to NJDEP on October 3, 2014 for final review and certification. Staff submitted the required information to the Office of Equal Opportunity (OEO) on October 1, 2014. A copy of the letter was provided to the Board. The project design documents have been approved by the OEO.

Ms Pchola reported that NJDEP initially indicted that we would not receive authorization to advertise until all required permits for the project are approved. The only permit that will be required at this time is the major modification to the Title V permit for the installation of the new natural gas generator at River Road (submitted to NJDEP on August 28, 2014). Staff contacted NJDEP Air Quality Permitting to see if there is any way that we could expedite the review. There is a 30 day public comment period (the major modification must be advertised on the NJDEP Air Quality website and in the newspaper) and a 45 day EPA review period. Staff has requested that the two periods run concurrently. Air Quality advertised the Major Modification on October 8, 2014 and the comment period will close on November 7, 2014. SBRSA could potentially get pre-construction approval from Air Quality on November 10, 2014.

Ms. Pchola explained that per discussions with NJDEP regarding the NJEITFP, they will allow SBRSA to advertise the project for bid on November 5, 2014 without the Title V pre-construction approval. However should issues arise from November 5th to the completion of the 30 day comment period required for Title V pre-construction approval the advertisement for the project must be withdrawn immediately.

As discussed with NJDEP all bids must be awarded by February 1, 2015. Therefore our schedule for the project is as follows:

Advertise the Project:	November 5, 2014
Receive Bids:	December 9, 2014
Award Contract (Contingent upon authorization to award from NJDEP)	December 15, 2014

Ms. Pchola noted that this schedule will allow SBRSA to re-bid should there be an issue with the bids and still meet the NJEITFP deadline of February 1, 2015.

Contract 14-4, Pump Station Comminutor Project

Ms. Pchola reported that Kleinfelder has indicated that they will complete the 90% contract documents for SBRSA's review by the end of October.

Contract 14-6, Wireless Fire Alarm Communication System

Ms. Pchola indicated that staff met with the Princeton fire official on September 23, 2014 to review the draft Contract Documents. William Drake approved the plans with no changes. It is expected that the project will be advertised in late October with bids to be received in November.

Contract 10-1, Headworks Project

Ms. Pchola reported that as of Pay Estimate No. 40 this project is 99% complete. During the past reporting period Tomar completed all "punch list" items with the exception of the site piping as-built drawing. In addition, all site restoration work has been completed. On October 16, 2014 the representative from the Mercer County Soil Conservation District (MCSCD) approved the work and will issue a Letter of Completeness upon receipt of the required additional fees. The check for the additional MCSCD fees has been submitted for approval at this month's Authority Board meeting.

Ms. Pchola indicated that DeMaio Electric has installed the new VFD's for the grit removal system and roughed in the wiring. SBRSA staff is in the process of modifying the PLC program for the new VFD control scheme. It is expected that the new VFD's will be online within the next two weeks. The Contractor is ordering the materials for the flow meter installation and will begin the installation once the materials are received.

Contract 15-1 Scrubber Procurement

Ms. Pchola reported that a representative of EnviroCare was on-site October 10, 2014 and met with staff and CBE. The group reviewed the building layout relative to the new scrubbers and developed preliminary means and methods for getting the new scrubbers and ancillary equipment into the building. EnviroCare will design the new scrubber sections and equipment to minimize the size of each section to facilitate getting the new equipment into the building.

Pavement Replacement

Ms. Pchola explained that in order to access the South Brunswick Pump Station, vehicles travel to the terminus of Basin Street and then proceed downhill across a paved easement granted to the SBRSA by the New Jersey Water Supply Authority. This paved easement measuring 25-feet in width by 190-feet in length is in severe disrepair. Large pot holes,

erosion gullies, and missing pavement create hazardous conditions for Authority vehicles and pedestrians accessing the adjoining NJDEP State Park property (D&R Canal State Park).

Ms. Pchola indicated that upon approval to repave the easement from the New Jersey Waster Supply Authority, Delaware and Raritan Canal State Park and the Delaware and Raritan Canal Commission, SBRSA staff obtained three quotes to have the existing pavement milled, removed and disposed of, and replaced. The quotes ranged in price from \$25,580 to \$35,625.

After reviewing the quotes and obtaining the required New Jersey Pay to Play forms, staff recommended approval of Resolution 2014-64, Awarding a “No Political Contributions Allowed” Contract to Cross County Paving, Inc. in the amount of \$25,580. So moved by Mr. Morehouse, seconded by Mr. Patel and passed by a roll call vote of 5 to 0. Resolution 2014-64 follows.

**Resolution Authorizing the Award of a “No Political Contributions Allowed” Contract
for
Basin Street Terminus Paving Replacement**

Resolution No. 2014-64

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 Stuart Neuhof has determined and certified in writing that the value of this contract (by purchase order) will exceed \$17,500 but be less than the bid threshold of \$36,000; and,

WHEREAS, the anticipated term of this contract is for fiscal year 2014 and may be extended as approved by this governing body; and,

WHEREAS, three quotes have been received and Cross County Paving, Inc. provided the lowest quote for \$25,580; and

WHEREAS, Cross County Paving, Inc. has completed and submitted a Business Entity Disclosure Certification on October 23, 2014 which certifies that Cross County Paving, Inc. 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 Cross County Paving, Inc. from making any reportable contributions through the term of the contract; and,

WHEREAS, in compliance with the provisions of N.J.S.A. 19:44A-20.26 Cross County Paving Inc. and the Stony Brook Regional Sewerage Authority shall enter into a contract by purchase order on or after November 2, 2014 (10 days following receipt of the Business Entity Disclosure Certification) and,

WHEREAS, the Authority has Funds available in the 2014 operating budget.

NOW THEREFORE, BE IT RESOLVED that the Stony Brook Regional Sewerage Authority shall enter into a contract by purchase order with Cross County Paving, Inc.; and,

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

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

Contract 14-5 SBRSA Facilities Painting Project

Ms. Pchola reported that the painting at the River Road plant site stands at 98% complete and two of the four pumps at the Princeton Pump Station have been completed. The Contractor intends to remobilize on October 28, 2014 and remain on-site until the work is completed. The Contractor expects to have all the painting finished by mid-November.

514.12 Finance Report

Payment of Bills and Claims

Mr. Morehouse moved the approval of Resolution 2014-62, for the payment of bills and claims in the amount of \$998,295.61 with two signatures instead of three, seconded by Mr. Patel and passed by a roll call vote of 5 to 0. Resolution 2014-62 follows.

Resolution Regarding Payment of Bills and Claims

Resolution No. 2014-62

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 \$998,295.61 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. Neuhof reported that net income for the ten-month period ending September 30, 2014 is \$1,152,354. This represents an increase of \$187,064 over the prior period. The Authority has total cash and investments of \$19,690,282 at an average interest rate of 0.20%. The current construction projects balance is \$14,273,925. Mr. Neuhof noted there are sufficient funds for these projects. The outstanding bond principal balance stands at \$21,416,043. The New Jersey Cash Management Fund yield is 0.06%.

Resolution 2014-63, Award of Contract for the Provision of Insurance Consultant Services

Mr. Neuhof indicated that Resolution 2014-63 is to award a contract to Borden Perlman Salisbury & Kelly Insurance Agency Inc. for insurance consulting services. The services provide soliciting and negotiating coverage for the Authority's property, boiler and machinery insurance. The fee for these services is \$10,000 and has not changed for several years.

Mr. Neuhof noted that the spelling of Salisbury in the Resolution needs to be corrected.

Mr. Neuhof recommended approval of Resolution 2014-63 for the provision of Insurance Consulting Services. So moved by Mr. Morehouse, seconded by Mr. Patel and passed by a roll call vote of 5 to 0. Resolution 2014-63 follows.

RESOLUTION AWARDING CONTRACT FOR THE PROVISION OF INSURANCE CONSULTANT SERVICES

Resolution No. 2014-63

WHEREAS, there exists a need for the Stony Brook Regional Sewerage Authority (hereinafter the "Authority") to engage the services of an insurance consultant to provide services related to the provision of insurance related services regarding the insurance policies in place at the Authority; and

WHEREAS, the Authority is authorized by N.J.S.A. 40A:11-5(1)(a)(ii) to retain the services of an Insurance Consultant without public bidding in accordance with the requirements of Extraordinary Unspecifiable Services (hereinafter EUS) as set forth in N.J.A.C. 5:34-2.3; and

WHEREAS, the reasons supporting the EUS are set forth in a Certification of the Executive Director attached hereto and made a part hereof; and

WHEREAS, the Authority desires to retain Harry Hall of Borden Perlman Salisbury & Kelly Insurance Agency Inc., to perform insurance consultant services for a flat fee of \$10,000.00, in accordance with the proposed Service Fee Agreement dated October 15, 2014, attached hereto and made a part hereof.

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

1. The Authority hereby designates Harry Hall of Borden Perlman Salisbury & Kelly Insurance Agency Inc., to serve as Insurance Consultant for the purpose of providing services as described in Borden Perlman’s Service Fee Agreement proposal of October 15, 2014 for a cost of \$10,000.00; and
2. The Executive Director is authorized to execute a contract with Borden Perlman Salisbury & Kelly Insurance Agency Inc. and the Secretary is authorized to cause a copy of this Resolution to be published in an official newspaper of the Authority within ten (10) days of the date hereof.
3. This Resolution shall take effect as provided by law.

<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			

2015 Estimated Participant Charge Update

Mr. Neuhof provided the Board with a copy of the 2015 Estimated Participant Charge based on ten months of flow. This information was also provided to the Municipal Chief Financial Officers. Mr. Neuhof indicated that there was no significant change from the prior month. Mr. Neuhof noted the changes varied from a decrease of 1.4% for Princeton up to an increase of 3.2% for South Brunswick.

Monthly Sludge Business Analysis

Mr. Neuhof reported that net income for the month of September is \$162,911 and the cumulative net income is \$1,331,750. Gas usage for the month of September was 74,285 therms. The remaining simple payback for the RTO project is 2.6 years.

514.13 Personnel Report

The Personnel Report was provided for member information.

514.14 Correspondence

For information

514.15 Old Business

Natural Gas Bid Contract

Mr. Kantorek explained that at the September Board meeting Resolution 2014-54 was approved authorizing either the Executive Director or the Chief Financial Officer to award or reject a bid for the supply of natural gas. The bids were to be received on or about October 22, 2014. However, the bids will be received on November 6th due to a bid addendum, which had to be issued.

Mr. Kantorek asked if the Board wanted staff to prepare a new resolution. Vice Chairperson Downey asked Ms. Alexander, Counsel for the Authority, if a new resolution was needed. Ms. Alexander indicated that since Resolution 2014-54 stated on or about October 22, 2014 a new resolution was not necessary.

Mr. Kantorek indicated that he will be out of the office on November 6th when bids will be received. However, he will be in contact with Mr. Neuhof on the 6th. Mr. Kantorek noted that at the recommendation of Mr. Goldfarb, the Chief Financial Officer was added to the Resolution. The Board thanked Mr. Goldfarb for his recommendation.

514.16 New Business

Award of Sludge Cake Contract Extension

Mr. Kantorek indicated that he had contacted the Executive Director of Ewing-Lawrence Sewerage Authority (ELSA) to discuss extending their sludge cake contract with the Authority. Mr. Kantorek noted that faced with the new federal regulations regarding incinerators, it is important to have sufficient sludge to operate the incinerators. ELSA supplies approximately 50% of the total outside sludge cake received by SBRSA excluding Bayshore Regional Sewerage Authority which is a temporary contract. Mr. Kantorek recommended approval of the extension of the sludge cake contract with ELSA. The extension was approved on a motion by Mr. Morehouse, seconded by Mr. Patel and passed by a vote of 5 to 0.

Ewing-Lawrence Sewerage Authority

September 1, 2016 to August 31, 2019

514.17 Open to the Public such other issues as may come before the Board

None.

541.19 Executive Session

The Board entered into Executive Session at 8:13 pm to discuss potential Litigation regarding a project on a motion by Mr. Morehouse, seconded by Mr. Patel and passed by unanimous vote.

514.18 Adjournment

As there was no further business to come before the Board, the meeting was adjourned at 8:39 p.m. on a motion by Mr. Morehouse, seconded by Mr. Patel and passed by unanimous vote.

Respectfully Submitted,

John Kantorek
Secretary

Recorded and Written by
Patricia Carlino
November 4, 2014