

Minutes of Meeting #539, November 14, 2016 – Stony Brook Regional Sewerage Authority

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

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

MEMBERS ABSENT: Goldfarb

CONSULTANTS: Alexander

STAFF PRESENT: Bixby, Hess, Ireland, Kantorek, Kunert, Pchola, Rahimi, Redding, Roga, Sears, Thomas

539.01 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.

539.02 Approval of Minutes

The minutes from the October 24, 2016 Board meeting were approved as presented on a motion by Dr. Downey, seconded by Mr. Patel and passed by a vote of 5 to 0.

539.03 Board Related Activities

Memorandum Regarding Contracting for Professional Consultants

Dr. Bartolini indicated that he had issued a memorandum to the Board regarding the policy the Authority follows for contracting professional services. Dr. Bartolini indicated that every month through the use of subcommittee's staff reports, which are included in the Board book, the Board is provided a great amount of detailed information.

Dr. Bartolini stated that staff operates SBRSA in an exemplary manner. Therefore, he is proposing a new streamlined policy for contracting of Professional Services. Each year the Board reviews and approves Professional Consultants for the new fiscal year. Dr. Bartolini then reviewed the process that the Authority uses and the reasons for the process, noting that SBRSA has an excellent process in place.

Dr. Bartolini indicated that Stony Brook has been given a critically important responsibility by its member communities through the Service Contract and from the NJDEP through our permits, which is stated in the Authority's Mission Statement. Dr. Bartolini then read the Mission Statement: "SBRSA will maintain public health and protect the ecosystem by efficiently treating and disposing of wastewater and its byproducts in an environmentally and fiscally responsible manner, for our participating member municipalities."

Dr. Bartolini stated that for protecting the public health and the environment the Authority needs to strive for perfection every minute of every day, 24/7, 365 days a year. The Board understands this important responsibility and has chosen staff leadership that understands this important responsibility as well. The staff leadership, in turn, hires their staff that also understands this important responsibility. But staff cannot do this alone and therefore contracts the services of professional consultants to assist them in striving for perfection. They choose professional consultants for their value, i.e. expertise, experience, attitude, and lastly cost. Value is the fiscally responsible approach to our charge from our member communities. The Board has the final responsibility in this strive for perfection. The Board delegates the selection of professional consultants to staff to make the proper selection of these professional consultants.

Dr. Bartolini reported that the Authority has achieved the highest level of plant performance, possibly in the entire state of New Jersey, in its forty-two years of existence. The number of Platinum Awards is one measure of this performance as well as the fact that there have not been any serious plant violations in the Authority's history. Dr. Bartolini noted that SBRSA has one of the most competent, dedicated, trustworthy and loyal staffs that he has had the privilege to be associated with. The Board has given staff the responsibility and partial authority to make the selection of professional consultants and that process should remain the same.

Dr. Bartolini asked the Board to reaffirm this policy of having staff make the decision on the selection of professional services and that includes the decision to use multiple quotes or not at their discretion. Staff has over the years, when necessary, recommended changing to a different professional service provider and/or recommended multiple quotes from several professional service providers. The Board's responsibility is to review and vote on their recommendations.

A discussion took place. The consensus of the Board is that the Authority wants the most technically qualified consultants as opposed to basing the selection on cost alone. Dr. Bartolini indicated that this should be memorialized in a written policy. Mr. Patel indicated that at the Turnpike Authority they had a similar process but expressed his concern if the selection for a professional service provider could be challenged.

Ms. Alexander, Counsel for the Authority, indicated that the Public Contract Law allows you to select professional consultants regardless of price. The only time quotes or bids would come into play would be if political contributions were made (if they make contributions in excess of a certain amount) then it would need to go out for bid. Mr. Kantorek noted that all of the consultant contracts are awarded as a "No Political Contributions Allowed" contract in accordance with the Pay to Play Regulations.

Dr. Bartolini also asked that the policy state that the Executive Director, through its legal counsel, will inform the Board of conditions that would prevent this policy from being followed.

A motion was made by Dr. Downey for a written policy for contracting for professional services as outlined in Dr. Bartolini's memorandum to the Board and to include items discussed tonight. The motion was seconded by Mr. Patel and passed by a vote of 5 to 0.

Consent Agenda for Legal Services

Mr. Kantorek reported that Schwartz Simon Edelstein & Celso (SSEC) submitted a proposal for Labor Counsel for the 2017 fiscal year. SSEC has provided Labor Counsel services to the Board for several years and the rates are the same as in their initial year. Mr. Kantorek also indicated that Maraziti Falcon LLC (MF) submitted a proposal for 2017 General Counsel Services. MF has been the Authority's General Counsel since 2008 and their rates are the same as they were in 2008.

Mr. Kantorek recommended approval of Resolution 2016-78, Award of a "No Political Contributions Allowed" Contract for 2017 Labor Counsel and Resolution 2016-79, Award of a "No Political Contributions Allowed" Contract for 2017 General Counsel. So moved by Dr. Downey, seconded by Mr. Compton and passed by a roll call of 5 to 0. Resolutions 2016-78 and 2016-79 follow.

Resolution 2016-78, Award of a "No Political Contributions Allowed" Contract for 2017 Labor Counsel

Resolution Authorizing the Award of a "No Political Contributions Allowed" Contract for 2017 Labor Counsel

Resolution No. 2016-78

WHEREAS, the Stony Brook Regional Sewerage Authority has a need for a Labor Attorney for the period starting on December 1, 2016 and continuing through the end of Fiscal Year 2017 (November 30, 2017) as a contract that does not allow for political contributions to the Authority or its members ("No Political Contributions Allowed" contract) pursuant to the provisions of N.J.S.A. 19:44A-20.4 et seq.; and

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

WHEREAS, the term of this contract is 12 months; and

WHEREAS, Schwartz Simon Edelstein Celso LLC (SSEC) has submitted an Agreement indicating they will provide Labor advice from December 1, 2016 through November 30, 2017. Legal services will be billed at \$200.00 per hour for Partners and Counsel; \$180.00 per hour for Associates and \$105.00 per hour for Paralegals and Law Clerks; and

WHEREAS, SSEC has completed and submitted a Business Entity Disclosure Certification which certifies that SSEC has not made any reportable contributions to a political or candidate committee in the Stony Brook Regional Sewerage Authority service

area, Mercer County, and Middlesex County in the previous one year, and that the contract will prohibit SSEC from making any reportable contributions through the term of the contract; and

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

NOW THEREFORE, BE IT RESOLVED that the Board of the Stony Brook Regional Sewerage Authority authorizes the Chairman to enter into a contract with SSEC as described herein; 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 2016-79, Award of a “No Political Contributions Allowed” Contract for 2017 General Counsel

Resolution Authorizing the Award of a “No Political Contributions Allowed” Contract for 2017 General Counsel

Resolution No. 2016-79

WHEREAS, the Stony Brook Regional Sewerage Authority has a need for a General Attorney for the period starting on December 1, 2016 and continuing through the end of Fiscal Year 2017 (November 30, 2017) as a contract that does not allow for political contributions to the Authority or its members (“No Political Contributions Allowed” contract) pursuant to the provisions of N.J.S.A. 19:44A-20.4 et seq.; and

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

WHEREAS, the term of this contract is 12 months and

WHEREAS, Maraziti Falcon, LLP has submitted an Agreement indicating they will provide General advice from December 1, 2016 through November 30, 2017 for a retainer fee of \$18,000 and additional legal services will be billed at \$220 per hour for Partners, \$195 for Senior Associates, \$170 for Associates and \$90 per hour for Law Clerks; and

WHEREAS, Maraziti Falcon, LLP has completed and submitted a Business Entity Disclosure Certification which certifies that Maraziti Falcon, LLP has not made any reportable contributions to a political or candidate committee in the Stony Brook Regional Sewerage Authority service area, Mercer County, and Middlesex County in the previous one year, and that the contract will prohibit Maraziti Falcon, LLP from making any reportable contributions through the term of the contract; and

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

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

Consultant List

Mr. Kantorek noted that there are several contracts pending award tonight.

Six advice contracts, one amendment and one contract to GHD for the Data Center Design and Construction Services will be presented in the Construction Section of the meeting.

539.04 Planning and Administration

Mr. Kantorek reported that the most current 12-month average daily River Road plant flow is 8,537,207 gpd with 851,427 gpd of approved but inoperative flow for a total committed flow of 9,388,634 gpd with 3,671,366 gpd or 28.11% of available capacity. The most current 12-month average daily flow at the Hopewell Plant is 216,122 gpd with no inoperative flow, for a total committed flow of 216,122 gpd with 27.96% or 83,878 gpd of available capacity. The Pennington Plant presently has 230,971 gpd as the most current 12-month average daily flow, with 31,156 gpd of approved but inoperative flow, for a total committed flow of 262,127 gpd, with 12.62% or 37,873 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 and the newly approved project - Heritage at Pennington.

Mr. Kantorek indicated that weather conditions remain very dry and that the 12-month average daily flows are uncharacteristically low and do not reflect flows during normal weather conditions.

Monthly Flow Transmittal

The monthly flow transmittal for October was provided for information.

Mr. Kantorek noted that all billing meters were within the $\pm 5\%$ and therefore no adjustments were necessary based on that criteria. However, one adjustment was made at the Princeton Forrestal Meter. The meter data is very consistent with flows lower on Saturdays and Sundays versus the weekdays. A review of the meter data determined that the flow on Sunday, October 9, 2016 was uncharacteristically lower than the typical Sunday data. Staff replaced the October 9, 2016 data with the average of Sunday data for the month of October (four data points).

539.05 Approval Requests and Actions

TWA-1 Approvals

Stanton Girard Site, Block 96, Lot 29.01 Township of South Brunswick-Middlesex County

Ms. Pchola reported that Mr. Nick Wirth of EPA called on November 3, 2016 and indicated that before EPA can issue a waiver they need the following information from the applicant:

- NJDEP wetlands permit
- Site plan indicating the location of the wetlands with the proposed development on the same site plan

Ms. Pchola indicated that SBRSA contacted Mr. Stanton via email and provided him with the information that we received from EPA. Mr. Stanton indicated that he was also contacted by EPA.

NJPDES Enforcement Requested

None.

Water Quality Management Plan Amendments

None

Allocated Flow Update

The following adjustments were made to the allocated flows.

- Added 1,200 gpd to River Road STP for Ashton Estates (S. Brunswick)
- Added 39,380 gpd to River Road STP for Life Time Fitness (Plainsboro)
- Added 2,100 gpd to Rive Road STP for Windy Top (Princeton)
- Added 12,600 gpd to Pennington STP for Heritage at Pennington
- Removed 300 gpd from Pennington STP for completion of Stowe Residence (Hopewell Township)

539.06 Regulatory Report

Discharge Monitoring Report (DMR)

Mr. Rahimi reported that staff is currently preparing the Discharge Monitoring Reports for the month of October.

Residuals Discharge Monitoring Report (RDMR)

Mr. Rahimi indicated that the August Residuals Discharge Monitoring Reports 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 reviewing the September RDMRs.

Air Reporting

Mr. Rahimi reported that the 3rd quarter Incinerator Sludge Report was submitted to NJDEP on November 10, 2016. There were no exceedances reported for the monthly and rolling 12-month averages for metals in the sludge fed to the incinerator.

Mr. Rahimi indicated that the 3rd quarter 2016 Excess Emissions and Monitoring Performance Report was submitted to the NJDEP. Incinerator No. 2 operating with the Afterburner (OS3) had 0.5 hour of excess emissions (oxygen below 3%). A low oxygen average alone is not the basis for a violation unless the carbon monoxide (CO) concentration is above 100 ppmvd at 7% oxygen during the same periods. The CO concentration was less than 100 ppmvd during the period when the oxygen fell below 3%.

Mr. Rahimi noted that the following Affirmative Defense letters were submitted to NJDEP for potential permit violations:

- On September 29, 2016 while operating Incinerator No. 2 with the RTO (OS28) we had a commercial power brownout from 18:51 to 19:17. As a result all equipment shut down at 18:52, including the Induced Draft (ID) Fan, sludge feed

and burners. The bypass damper opened at 18:51 and closed at 19:17. Sludge feed resumed at 21:25.

- On October 9, 2016 a commercial power interruption occurred at 22:33 and ended at 22:35 resulting in the wet electrostatic precipitator (WESP) shutting down from 22:33 to 22:35. The plant operator restarted the WESP at 22:35 and the WESP was back to normal operation at 22:36. During this incident a hotline call was not made to NJDEP.

In addition, there was a second commercial power interruption that occurred at 23:50. The second power interruption caused sludge feed to stop at 23:50, the burner to the RTO to shut off, and the valve that directs air flow from the incinerator to the RTO or the afterburner to switch to the afterburner at 23:53 to 23:57 (prior to this incident Incinerator No. 2 was operating with the RTO). During the indicated time period the afterburner was below 1500 deg. F. The RTO burner was re-lit at 23:55 and the valve was switched back to the RTO by the plant operator at 23:58. During this incident a hotline call was made to NJDEP.

- On October 15, 2016 a momentary commercial power interruption occurred at 15:22 and as a result the sludge feed stopped, all burners on the incinerator and the RTO were lost, and the WESP shut off. The bypass damper opened at 15:22 and closed at 15:25. At 15:28 the RTO temperature was below 1500 degrees F while there was sludge combustion in the incinerator. In addition, while venting through the RTO the WESP was off from 15:25 to 15:33. The RTO burner was re-lit at 15:34 and was back to >1500 degrees F at 15:37. The incinerator burners were re-lit at 15:40. Sludge feed was re-started at 20:26.

Dr. Downey asked if staff has contacted PSE&G regarding these momentary power interruptions. Ms. Pchola indicated that a meeting has been scheduled for November 30th with PSE&G. Staff has provided PSE&G with the dates of the service interruptions for them to determine what is causing these interruptions.

A brief discussion followed.

539.07 Safety

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

Ms. Pchola indicated that as of November 8, 2016, Stony Brook Regional Sewerage Authority has gone 125 consecutive days without a "Lost Time Accident.

Ms. Pchola reported that on October 21, 2016 the annual fire door inspection for Hopewell and Pennington was conducted by Fyr-Fyter. There were no issues found.

Ms. Pchola indicated that on October 24, 2016 staff was informed that a chemical odor was detected in the maintenance garage. After investigating it was found that the exhaust fan motor for the enclosure that houses Textone XL (a sodium chlorite product used for odor control for the when belt pressing sludge) seized. The chemical storage tank is located in an enclosure in the Maintenance Shop. Without the exhaust fan operating the odor can linger in the shop. The motor was replaced and the unit was placed back on-line.

Ms. Pchola reported that on October 26, and 27, 2016 the annual hoist inspection was conducted by Terex Services. Staff is waiting for the report.

Ms. Pchola indicated that on October 27, 2016 Certified Health and Safety installed a davit base at the plant blending line chamber and influent metering chamber at River Road and the water meter chamber at the Princeton Pump Station (three total) for fall protection when entering and exiting the chambers.

Ms. Pchola reported that the concrete slabs for the steps to the influent chamber at the Headworks Building settled to the degree that the anchoring for the steps began to separate from the slabs. Staff had the slabs demolished and new slabs constructed by Benny Genovesi and Son, Inc.

Ms. Pchola explained that the gas line that feeds the new gas generator at the Chemical Building at River Road is exposed to potential impact from vehicles. Protective bollards were installed by Benny Genovesi and Son to mitigate this issue.

Ms. Pchola indicated that during this reporting period staff continued the assessment of the 2016 Kleinfelder Inspection Report to help determine and prioritize repairs. All three pump stations were assessed and they are currently under review by staff. Staff has started conducting repairs at Hopewell and Pennington based on the assessment conducted during the last reporting period.

Ms. Pchola reported that on November 7, 2016 the annual fire extinguisher inspections were conducted by Survivor Fire for the River Road, Hopewell and Pennington facilities and all three pump stations.

Training for this reporting period included:

- Blood-borne Pathogens refresher training was provided in-house on October 25, 2016 for 5 employees.
- Hearing Conservation training was provided in-house on October 25, 2016 for 3 employees.
- Storm Prevention Control and Counter-measures and Storm Water Pollution training was provided in-house on October 25, 2016 for 9 employees.

- Shop and Tool Safety training was provided by Certified Health and Safety on November 1, 2016 for 8 employees.
- Hearing Conservation training was provided in-house on November 3, 2016 for 4 employees.
- Ladder safety training was provided in-house on November 3, 2016 for 3 employees.
- Lock-out/tag-out training was provided in-house on November 3, 2016 for 4 employees.
- Workplace safety 101 training was provided in-house on November 8, 2016 for our new employee.

539.08 Litigation

The Litigation Report was provided for information. Ms. Alexander noted that there were no changes made to the Litigation Report.

539.09 Operations Report

River Road Facility

Mr. Kunert noted that as reported last month the suction, discharge, and check valves on Process Drain Pump No. 1 were replaced and that this pump also needed bearings replaced. Process Drain Pump No. 1 was repaired and put back into service allowing staff to replace the suction, discharge, and check valves on Process Drain Pump No. 2 using the same procedure that was described last month.

Mr. Kunert reported that the media was replaced in all three biofilters at the Headworks Facility and media was added to the four biofilters that treat the odors from the Grit Chambers and the Modified Aeration Tanks.

Mr. Kunert indicated that staff replaced all the burned out street light bulbs at the River Road Facility. Staff replaced two burned out bulbs with LED bulbs as an experiment. Staff may replace more using LED bulbs in the future due to their long life expectancy and efficiency while providing sufficient illumination.

Upstream Facilities

Mr. Kunert stated that both upstream facilities are operating well.

Odor Report

Mr. Kunert reported that staff received no odor complaints during the month of October and no odor complaints for the partial month of the November 2016 reporting period.

Mr. Kantorek stated that he had received an email from Mr. Lee Seglem indicating that after SBRSA completed its modification to the Headworks Facility, there were far fewer times that they smelled odors and that the odors were not as bad as before. Dr. Bartolini indicated that a notation should be made on the odor graph of the circumstances of the odor complaints for that period.

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 of October. Mr. Kantorek indicated that SBRSA will continue to receive sludge cake from Somerset Raritan Valley Sewerage Authority (SVRSA) for at least several more months.

539.10 Maintenance

Mr. Ireland reported that Belt Press No. 3 was taken out of service on October 11, 2016 to replace the upper and lower belts due to poor performance. Once the new belts were installed and the manufactures suggested break in period was completed, the press was placed back into service.

Mr. Ireland indicated that the Sludge Transfer Pump No. 4 was taken out of service on October 13, 2016 to replace the rotor and stator that were badly worn, causing the pump to perform inefficiently. Once the new parts were installed, the pump was tested and placed back into service.

Mr. Ireland reported that while Incinerator No. 1 remains offline and awaiting repairs, staff took the opportunity to remove the furnace drive shear pin and pinion gear assemblies that were badly worn which had been the major culprit in causing many shear pin failures while in operation. Both assemblies were sent to Marshall Maintenance for reconditioning. On October 17, 2016 the shear pin assembly was reinstalled and tested.

Mr. Ireland indicated that Thickener No. 3 Sludge Collector was taken out of service on October 28, 2016 because the skimmer had seized in the upright position and was unable to remove floating debris from the tank surface. The skimmer assembly was removed and all the necessary repairs were made for proper operation. Once reinstalled the skimmer was tested and placed back into operation.

Mr. Ireland reported that the current monthly open work requests stand at sixteen (16). The preventative maintenance graphs show that SBRSA is currently averaging two (2) days overdue and the number of overdue units is approximately thirty-three (33).

539.11 Construction Report

KEMS 2016 General Advice

Ms. Pchola reported that staff met with Karl Monninger of KEMS on November 3, 2016 to discuss the draft letter outlining the significant modifications to the Title V Permit for compliance with the EPA Federal Plan Subpart LLL. Based on staff comments, Karl is in the process of revising the letter. Once finalized the changes will be submitted to NJDEP for review.

Ms. Pchola indicated that KEMS has provided staff with a request for Amendment No. 1 to their 2016 General Advice for work that was conducted and work that needs to be conducted prior to the end of FY 2016. This work includes finalizing the letter submission to NJDEP to incorporate the Federal Subpart LLL requirements into our Title V Permit (signification modification), submission of the stack test protocol to NJDEP for the next stack test (January/February 2017), and conducting refresher training for SBRSA's incinerator operators as required under the Federal Plan. A copy of the Amendment request from KEMS was provided to the Board. Amendment No. 1 is in the amount of \$11,200.

Dr. Downey noted that the amount of Amendment No. 1 was not included in the resolution and requested that Resolution 2016-77 include the amount of the amendment, \$11,200.

Staff recommended approval of Resolution 2016-77 as amended, Approval of Amendment No. 1 to the 2016 KEMS General Advice Contract as a "No Political Contributions Allowed" Contract in the amount of \$11,200. So moved by Dr. Downey, seconded by Mr. Compton and passed by a roll call vote of 5 to 0.

Resolution Authorizing Approval of Amendment No. 1 to the 2016 KEMS General Advice Contract as a "No Political Contributions Allowed" Contract

Resolution No. 2016-77

WHEREAS, the Stony Brook Regional Sewerage Authority "Authority" entered into an Advice Contract with KEMS for FY 2016 (December 1, 2015 through November 30, 2016) for Incinerator and Regulatory Advice as a "No Political Contributions Allowed" Contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, this contract was approved at the November 16, 2015 Board meeting in the amount of \$320,875; and

WHEREAS, the term of this contract is December 1, 2015 through November 30, 2016; and

WHEREAS, KEMS, LLC has submitted a detailed proposal dated November 8, 2016 for the amended tasks to be performed under the Amendment request which

includes the stack test protocol for the stack tests to be conducted in FY 2017 and the required incinerator operator refresher training that is to be conducted in FY 2016 that was not previously included in the original 2016 Advice Contract and additional effort to incorporate changes to the Title V permit to address the Federal Plan Subpart LLL modifications; and

WHEREAS, the cost to conduct the amended tasks is \$11,200 for a revised contract amount of \$332,075: and

WHEREAS, KEMS, LLC has completed and submitted a Business Entity Disclosure Certification which is on file with the Authority, and

WHEREAS, the Stony Brook Regional Sewerage Authority has Funds available in its Fiscal Year 2016 operating budget.

NOW THEREFORE, BE IT RESOLVED that the Board of the Stony Brook Regional Sewerage Authority authorizes the Chairman to enter into a contract for Amendment No. 1 with KEMS, LLC as described herein; 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			

2017 Annual Advice Contracts

Staff requested proposals from AECOM, CBE, EMA, KEMS and Kleinfelder for the 2017 Annual Advice Contracts. All contracts are on a time charge basis. Each consultant has provided the required pay to play forms.

Consultant	2016 Contract Amount	2016 Contract Amount Spent to Date ⁽¹⁾	2017 Contract Amount
AECOM	\$20,000	\$4,150	\$20,000
CBE	\$25,000	\$23,786	\$25,000
EMA	\$30,000	\$5,395	\$30,000
KEMS	\$320,875	\$332,075 ⁽²⁾	\$337,040 ⁽³⁾
Kleinfelder General Advice	\$35,000	\$14,865	\$35,000
Kleinfelder Permit Advice	\$30,000	\$23,836	\$30,000

⁽¹⁾Costs incurred up to the end of October 2016.

⁽²⁾This cost includes Amendment No. 1 in the amount of \$11,200 which is submitted for approval as Resolution 2016-77 at tonight's Board meeting.

⁽³⁾Includes \$194,855 pass through cost for Avogadro to perform the required stack tests for OS1, OS3, OS27 and OS28. The proposal also includes the preparation of a Risk Minimization Plan as required in the Title V Permit in the estimated amount of \$15,000.

Staff recommended approval of the consent agenda for Resolutions 2016-69, 2016-70, 2016-71, 2016-72, 2016-73 and 2016-74 Authorizing the Award of "No Political Contributions Allowed" Contract for the 2017 General Advice accounts for AECOM (\$20,000), CBE (\$25,000), EMA (\$30,000), KEMS (\$337,040), Kleinfelder General Advice (\$35,000) and Kleinfelder Permit Advice (\$30,000). So moved by Mr. Morehouse, seconded by Dr. Downey. The resolutions follow.

**Resolution Authorizing the Award of a "No Political Contributions Allowed"
Contract
for 2017 General Advice to AECOM Technical Services, Inc.**

Resolution No. 2016-69

WHEREAS, the Stony Brook Regional Sewerage Authority "Authority" has a need for general advice for the period starting on December 1, 2016 through the end of Fiscal Year 2017 (November 30, 2017) for General Consulting Services as a contract that does not allow for political contributions to the Authority or its members ("No Political Contributions Allowed" Contract) pursuant to the provisions of N.J.S.A. 19:44A-20.4 et seq.; and,

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

WHEREAS, the term of this contract is December 1, 2016 through November 30, 2017; and

WHEREAS, AECOM Technical Services, Inc. has submitted an Agreement indicating they will provide general engineering consulting advice from December 1, 2016 through November 30, 2017 for a time charge fee not to exceed \$20,000 without written permission from Stony Brook Regional Sewerage Authority; and

WHEREAS, AECOM Technical Services, Inc. has completed and submitted a Business Entity Disclosure Certification (BEDC) with the same term of agreement ending November 30, 2017 which certifies that AECOM Technical Services, Inc. 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 in its Fiscal Year 2017 operating budget.

NOW THEREFORE, BE IT RESOLVED that the Board of the Stony Brook Regional Sewerage Authority authorizes the Chairman to enter into a contract with AECOM Technical Services, Inc. as described herein; 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 Authorizing the Award of a “No Political Contributions Allowed” Contract for 2017 General Advice to Chavond-Barry Engineering Corporation

Resolution No. 2016-70

WHEREAS, the Stony Brook Regional Sewerage Authority “Authority” has a need for general advice for the period starting on December 1, 2016 through the end of Fiscal Year 2017 (November 30, 2017) for Consulting Engineering Services related to the operation and maintenance of the Authority’s incinerators as a contract that does not allow for political contributions to the Authority or its members (“No Political Contributions Allowed” Contract) pursuant to the provisions of N.J.S.A. 19:44A-20.4 et seq.; and

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

WHEREAS, the term of this contract is December 1, 2016 through November 30, 2017; and

WHEREAS, Chavond-Barry Engineering has submitted a proposal dated October 17, 2016 indicating they will provide general engineering consulting advice from December 1, 2016 through November 30, 2017 for a time charge fee not to exceed \$25,000 without written permission from Stony Brook Regional Sewerage Authority; and

WHEREAS, Chavond-Barry Engineering, Corp. has completed and submitted a Business Entity Disclosure Certification (BEDC) with the same term of agreement ending November 30, 2017 which certifies that Chavond-Barry Engineering, Corp. 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 in its Fiscal Year 2017 operating budget.

NOW THEREFORE, BE IT RESOLVED that the Board of the Stony Brook Regional Sewerage Authority authorizes the Chairman to enter into a contract with Chavond-Barry Engineering as described herein; 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 Authorizing the Award of a “No Political Contributions Allowed”
Contract for 2017 Information Technology Support to EMA, Inc.**

Resolution No. 2016-71

WHEREAS, the Stony Brook Regional Sewerage Authority (SBRSA) has a need for Information Technology (IT) System support for the period starting on December 1, 2016 through the end of Fiscal Year 2017 (November 30, 2017) that does not allow for political contributions to the Authority or its members (“No Political Contributions Allowed” contract) pursuant to the provisions of N.J.S.A. 19:44A-20.4 et seq.; and

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

WHEREAS, the term of this contract is December 1, 2016 and ending on November 30, 2017; and

WHEREAS, EMA, Inc. has submitted to SBRSA a proposal dated October 14, 2016 indicating they will provide IT support from December 1, 2016 through November 30, 2017 for a time charge fee not to exceed \$30,000 without written permission from Stony Brook Regional Sewerage Authority; and

WHEREAS, EMA, Inc. has submitted a Business Entity Disclosure Certification which certifies that EMA, Inc. 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 in its Fiscal Year 2017 operating budget.

NOW THEREFORE, BE IT RESOLVED that the Board of the Stony Brook Regional Sewerage Authority authorizes the Chairman to enter into a contract with EMA, Inc. as described herein; 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 Authorizing the Award of a “No Political Contributions Allowed”
Contract for 2017 General Advice to KEMS, LLC**

Resolution No. 2016-72

WHEREAS, the Stony Brook Regional Sewerage Authority “Authority” has a need for general advice for the period starting on December 1, 2016 through the end of Fiscal Year 2017 (November 30, 2017) for Consulting Engineering Services related to the regulatory requirements including the new UPEPA Subpart MMMM requirements, permitting, and operation and maintenance of the Authority’s incinerators as a contract that does not allow for political contributions to the Authority or its members (“No Political Contributions Allowed” Contract) pursuant to the provisions of N.J.S.A. 19:44A-20.4 et seq.; and

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

WHEREAS, the term of this contract is December 1, 2016 through November 30, 2017; and

WHEREAS, KEMS, LLC has submitted a detailed proposal dated November 8, 2016 for the tasks to be performed under this contract; and

WHEREAS, KEMS, LLC has submitted an Agreement indicating they will provide general consulting advice from December 1, 2016 through November 30, 2017 on a time charge fee not to exceed \$337,040 without written permission from Stony Brook Regional Sewerage Authority; and

WHEREAS, \$194,855 (without markup from KEMS, LLC) is included in the total cost of \$337,040 for Montrose Air Quality Services to conduct the required stack tests for the four (4) incinerator operating scenarios; and

WHEREAS, also included in the Advice Account is the cost to conduct a Health Risk Analysis as required by the New Jersey Department of Environmental Protection as a condition of SBRSA’s Title V Permit; and

WHEREAS, KEMS, LLC has completed and submitted a Business Entity Disclosure Certification certifies that KEMS, LLC 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 in its Fiscal Year 2017 operating budget.

NOW THEREFORE, BE IT RESOLVED that the Board of the Stony Brook Regional Sewerage Authority authorizes the Chairman to enter into a contract with KEMS, LLC as described herein; 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 Authorizing the Award of a “No Political Contributions Allowed”
Contract
for 2017 General Advice to Kleinfelder**

Resolution No. 2016-73

WHEREAS, the Stony Brook Regional Sewerage Authority has a need for general advice for the period starting on December 1, 2016 through the end of Fiscal Year 2017 (November 30, 2017) for General Consulting Services as a contract that does not allow for political contributions to the Authority or its members (“No Political Contributions Allowed” contract) pursuant to the provisions of N.J.S.A. 19:44A-20.4 et seq.; and

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

WHEREAS, the term of this contract is 12 months; and

WHEREAS, Kleinfelder has submitted an Agreement indicating they will provide general engineering consulting advice from December 1, 2016 through November 30, 2017 for a time charge fee not to exceed \$35,000 without written permission from Stony Brook Regional Sewerage Authority; and

WHEREAS, Kleinfelder has submitted a Business Entity Disclosure Certification 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 in its Fiscal Year 2017 operating budget.

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 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 Authorizing the Award of a “No Political Contributions Allowed”
Contract for 2017 NJPDES Permit Advice from Kleinfelder**

Resolution No. 2016-74

WHEREAS, the Stony Brook Regional Sewerage Authority has a need for NJPDES Permit Advice and Related Matters for the period starting on December 1, 2016 through the end of Fiscal Year 2017 (November 30, 2017) for our three wastewater treatment plants as a contract that does not allow for political contributions to the Authority or its members (“No Political Contributions Allowed” contract) pursuant to the provisions of N.J.S.A. 19:44A-20.4 et seq.; and

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

WHEREAS, Kleinfelder has submitted a proposal dated October 17, 2016 indicating they will provide NJPDES Permit Advice and Related Matters during December 1, 2016 through November 30, 2017 for a time charge fee not to exceed \$30,000 without written permission from Stony Brook Regional Sewerage Authority; and

WHEREAS, Kleinfelder has submitted a Business Entity Disclosure Certification 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 in its Fiscal Year 2017 operating budget.

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:

	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			

Phosphorous Impact Modeling Study

Ms. Pchola reported that Kleinfelder has finalized the model calibration and has begun running future model simulations for low flow/dry weather conditions. It is expected that the results of the modeling will be completed and provided to the Authority by the end of December 2016.

2016 Annual Inspection

Ms. Pchola indicated that staff is currently in the process of reviewing the report to provide comments to Kleinfelder. The Safety Manager has completed the upstream facilities and continues his review of the report with site inspections of the pump stations.

Data Center

Ms. Pchola noted that on November 4, 2016 two RFPs were received for the Design and Construction Services for the New Server Room and IT Office Improvements project from R3M and GHD ranging from \$52,110 (GHD) to \$59,225 (R3M).

Staff recommended approval of Resolution 2016-76, Authorizing the Award of a “No Political Contributions Allowed” Contract to GHD for the Design and Construction Services for the Server Room and IT Office Improvements. So moved by Dr. Downey, seconded by Mr. Compton and passed by a roll call vote of 5 to 0. Resolution 2016-76 follows.

**Resolution Authorizing the Award of a “No Political Contributions Allowed”
Contract to GHD for the Design and Construction Services
for Server Room and IT Office Improvements**

Resolution No. 2016-76

WHEREAS, the Stony Brook Regional Sewerage Authority (“Authority”) currently has all mission critical information technology (IT) equipment (servers, networking equipment, firewalls, etc.) located in the IT Managers office; and

WHEREAS, the Authority's Information Technology (IT) consultant, EMA, has recommended that all IT equipment be relocated into a dedicated data center i.e. Server Room; and

WHEREAS, the Server Room will provide the IT equipment with improved power conditions, environmental conditions, and data security; and

WHEREAS, the Server Room is a central part of the overall IT master plan developed by EMA and adopted by the Authority; and

WHEREAS, the Authority requested proposals from five (5) engineering / architectural firms (AECOM, GHD, Kleinfelder, KSS Architects, and R3M) to provide design and construction services for the construction of a new Server Room and improvements to the existing Information Technology (IT) office located at the River Road Wastewater Treatment Plant; and

WHEREAS, SBRSA received proposals from GHD and R3M; and

WHEREAS, the proposals from GHD and R3M were similar in scope and technically equal as provided in a memo to John Kantorek, Authority Executive Director dated November 9, 2016; and

WHEREAS, the design cost associated with the GHD proposal was \$33,075 (lump sum) and the construction services cost associated with the GHD proposal was \$19,035 (time charge) for a total GHD proposal cost of \$52,110; and

WHEREAS, the design cost associated with the R3M proposal was \$36,585 (lump sum) and the construction services cost associated with the R3M proposal was \$22,640 (time charge) for a total R3M proposal cost of \$59,225; and

WHEREAS, staff recommends award of this contract to GHD; and

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

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

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

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

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 16-1 Schwing Pump Replacement Project

Ms. Pchola reported that SBRSA has revised the “front end” of the specifications to address the comments received from the Office of Equal Opportunity (OEO) regarding the Socially and Economically Disadvantaged (SED) requirements for the project. The changes were submitted to the OEO on November 8, 2016.

Ms. Pchola indicated that staff submitted an application to Princeton for an administrative site plan waiver for the installation of the Schwing pump control enclosure for this project on November 9, 2016. The enclosure will be located on the north side of the Sludge Cake Receiving Building. Staff is waiting for Princeton’s approval. GHD has indicated that they are going to finalize the plans and specifications and submit them to SBRSA. SBRSA will submit them to the NJDEP to obtain authorization to advertise the project.

Pennington WWTP Upgrade and Expansion

Ms. Pchola reported that Kleinfelder has completed the 30% preliminary civil, demolition, process/mechanical, structural, instrumentation/electrical, architectural and HVAC design drawings. They continue to work on the 30% preliminary design report.

Contract 14-1, SBRSA Emergency Generator Project

Ms. Pchola indicated that as of Pay Estimate No. 12 this project stands at 93% complete. During the past reporting period, Thomas Controls, Inc. (TCI) completed the following work at the River Road facility: completed pulling the four sets of cables into the new underground electrical ductbank, completed the wiring and terminations for the new HVAC control panel, completed the wiring and terminations for the MCC-E12, and the installation of the remote radiator coolant piping insulation.

Ms. Pchola explained that the change order proposal for the substation modifications is still being negotiated with the contractor however the technical approach has received preliminary approval from our engineering consultants AECOM/Kleinfelder. Thomas Controls Inc. has authorized their subcontractor (Siemens) to begin work on the submittal drawings and preliminary site work. On October 29, 2016, Siemens was on-site and removed the four access doors that are to be modified and installed temporary weather-proof covers.

Contract 16-2, MA Effluent Channel Mixers

Ms. Pchola indicated that on November 9, 2016 the project was advertised for bid. A pre-bid site visit will be held November 18, 2016 and the bid opening has been scheduled for December 14, 2016. Staff expects to recommend award of this project at the December 19, 2016 Authority Board meeting.

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

Ms. Pchola reported that On October 24, 2016 Meridian mobilized and began the installation of the conduit at the Pennington WWTP. All the required shop drawings have been received and approved.

Contract 16-4, Incinerator Center Shaft Drive Replacement

Ms. Pchola reported that bids for this project were received and opened on November 10, 2016. Of the five (5) potential bidders, 3 bids were received in amounts ranging from \$290,000 to \$341,000.

Ms. Pchola indicated that the low bidder Iron Hills Construction Co., Inc. provided all required documentation with their bid. The references provided by Iron Hills Construction Co, Inc. all responded favorably when asked about the contractor's performance and quality of work.

Staff recommended approval of Resolution 2016-75, Authorizing the Award of Contract 16-2, Center Shaft Drive Replacement Project to Iron Hills Construction Co., Inc. in the amount of \$290,000. So moved by Dr. Downey, seconded by Mr. Compton and passed by a roll call vote of 5 to 0. Resolution 2016-75 follows.

Resolution Authorizing the Award of Contract 16-4 Center Shaft Drive Replacement Project to Iron Hills Construction Co, Inc.

Resolution No. 2016-75

WHEREAS, the Stony Brook Regional Sewerage Authority (Authority) advertised for the receipt of sealed competitive bids in accordance with the requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. for the "Center Shaft Drive Replacement Project, Contract 16-4"; and

WHEREAS, sealed competitive bids were received by the Authority on November 10, 2016, as more fully set forth as attached; and

WHEREAS, the Authority has determined that the bid of Iron Hills Construction Co, Inc. is the lowest bid in the amount of \$290,000; and

WHEREAS, the bid received from Iron Hills Construction Co, Inc. has been reviewed by the Authority and has been determined to be in compliance with the bid specifications and 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 Funds available in its current capital budget; and

NOW, THEREFORE, BE IT RESOLVED by the Stony Brook Regional Sewerage Authority that it hereby awards the contract to Iron Hills Construction Co, Inc., the lowest responsive bidder; for the Center Shaft Drive Replacement Project, Contract 16-4 in the amount of \$290,000; and

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

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

CEMS Carbon Monoxide Analyzer Replacement

Ms. Pchola indicated that there has been no change to this project during the past reporting period. SBRSA is waiting to receive approval of the performance specification test (PST) results from the NJDEP, Bureau of Technical Services.

Plant Influent Flow Meter

Ms. Pchola explained that SBRSA staff continues weekly calibration checks on the two flow transmitters to establish historical accuracy data on each transmitter. The “as-found” error for the low-side transmitter has ranged from 6.5% to -7.3% and the error for the high-side transmitter has ranged from 5.01% to -1.89%. Staff continues to collect weekly data and making adjustments as necessary. It is staff’s intent to use the influent meter data in January for the DMRs.

A copy of the comparison summary of the sum of SBRSA’s billing meters versus the River Road influent meter was provided to the Board.

Information Technology

Mr. Thomas indicated that Installation of FiOS internet is completed and service has been merged with the existing infrastructure to provide additional bandwidth where needed and failover for emergencies.

Mr. Thomas reported that changes to the network have been implemented to enhance overall internet performance. VPN/Remote connectivity has also been modified to reduce complexity that was noted in the past.

539.12 Finance Report

Payment of Bills and Claims

Mr. Morehouse moved for approval of Resolution 2016-65 for the payment of bills and claims in the amount of \$1,034,078.17 with two signatures instead of three. The motion was seconded by Dr. Downey.

The payment of bills and claims was passed by a roll call vote of 5 to 0. Resolution 2016-65 follows.

Resolution Regarding Payment of Bills and Claims

Resolution No. 2016-65

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 **\$1,034,078.17** 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 eleven-month period ending October 31, 2016 net income stands at \$1,174,806. The Authority continues to receive sludge cake from Somerset Raritan Valley Sewerage Authority (SRVSA). The Authority has total cash and investments of \$16,619,500 at an average interest rate of 0.31%. The current construction projects balance is \$16,577,560. Mr. Sears noted there are sufficient funds for these projects. The outstanding bond principal balance is \$21,007,958. The New Jersey Cash Management Fund yield is 0.15%.

Resolution 2016-66, Award of a "No Political Contributions Allowed" Contract for the 2016 Audit to WithumSmith+Brown

Mr. Sears recommended approval of Resolution 2016-66, Authorizing the Award of a "No Political Contributions Allowed" Contract for the 2016 Audit to WithumSmith+Brown in an amount not to exceed \$19,250.00. The cost for the 2015 Audit was \$18,500. Mr. Sears noted that the 2016 audit will be the fourth year that WithumSmith+Brown will perform the Audit for SBRSA. So moved by Mr. Morehouse, seconded by Dr. Downey and passed by a roll call vote of 5 to 0. Resolution 2016-66 follows.

Resolution Authorizing the Award of a "No Political Contributions Allowed" Contract for the 2016 Audit to Withum Smith+Brown

Resolution No. 2016-66

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made; and

WHEREAS, the Stony Brook Regional Sewerage Authority "SBRSA" is in need of auditing services to be performed on the Financial Statements of the Authority for the fiscal year ending November 30, 2016; and

WHEREAS, WithumSmith+Brown, PC has submitted a proposal indicating they will provide auditing services to the Stony Brook Regional Sewerage Authority for the year ending November 30, 2016 for a fee not to exceed \$ 19,250.00; and

WHEREAS, the services to be rendered are to be performed by persons authorized by law to practice a recognized profession within the definition of a professional service pursuant to N.J.S.A. 40A:11-5.

WHEREAS, Withum Smith+Brown, PC has completed and submitted a Business Entity Disclosure Certification which certifies that Withum Smith+Brown, PC. has not made any reportable contributions to a political or candidate committee in the Stony Brook Regional Sewerage Authority service area, Mercer County, and Middlesex County in the previous one year, and that the contract will prohibit Withum Smith+Brown, PC from making any reportable contributions through the term of the contract; and

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

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

1. That the Chairman is hereby authorized to execute a professional services agreement between WithumSmith+Brown, PC and the Stony Brook Regional Sewerage Authority, for the performance of the 2016 audit for the year ending November 30, 2016, as described herein, in an amount not to exceed \$ 19,250.00 without further authorization.
2. Notice of the within action shall be provided in accordance with N.J.S.A. 40A:11-5(1) (a) (i).
3. This Resolution shall take effect immediately.

Recorded Vote:

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

Adoption of the 2017 Budget

Mr. Sears recommended approval of Resolution 2016-67, Adoption of the 2017 Authority Budget with Total Revenues of \$15,305,414 and Total Appropriations of \$15,305,414 and Total Unrestricted Net Position utilized of \$0.00. So moved by Mr. Morehouse, seconded by Dr. Downey and passed by a roll call 5 to 0. Resolution 2016-67 follows.

2017 AUTHORITY BUDGET RESOLUTION
Stony Brook Regional Sewerage Authority
FISCAL YEAR: FROM: December 1, 2016 TO: November 30, 2017

Resolution No. 2016-67

WHEREAS, the Annual Budget and Capital Budget for the Stony Brook Regional Sewerage Authority for the fiscal year beginning, December 1, 2016 and ending, November 30, 2017 has been presented before the governing body of the Stony Brook Regional Sewerage Authority at its open public meeting of September 26, 2016; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$15,305,414 Total Appropriations, including any Accumulated Deficit if any, of \$15,305,414 and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$6,740,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$2,040,000; 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 26, 2016 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, 2016 and ending, November 30, 2017 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 14, 2016.

Recorded Vote	Aye	No	Abstain	Absent
Robert A. Bartolini	X			
Harry Compton	X			
Gale D. Downey	X			
David A. Goldfarb				X
C. Schuyler Morehouse	X			
Bharat Patel	X			

Monthly Sludge Business Analysis

Mr. Sears reported that net income for the month of October is \$154,285 and the cumulative net income is \$1,449,279.

539.13 Personnel Report

The Personnel Report was provided for member information.

The Authority has hired one Operator VI on November 7, 2016. A candidate for the second Operator VI position is in the process of completing the pre-employment requirements. The new Operator VI should be on board in December. The Authority will then be at its full complement of forty -six (46) employees. Mr. Kantorek also noted that one Operator VI was promoted to an Operator V.

Union negotiations should be starting soon.

539.14 Correspondence

For information.

539.15 Old Business

None

539.16 New Business

Resolution 2016-68, Authorizing the Award of a Contract for the River Road STP Multiple-Hearth Incinerator No. 1 Repairs

Ms. Alexander explained that bids were received for the River Road STP Multiple-Hearth Incinerator No. 1 Repairs. The lowest bidder, Industrial Furnace Company, Inc. (\$107,900) did not acknowledge receipt of all notices or addenda as required by the Local Public Contracts Law. This is a material fatal defect that renders the bid proposal unresponsive. The second lowest bidder, Albertus Energy, proposal was reviewed and determined to be in compliance with the bid specification in accordance with the Local Public Contract Law.

Therefore, the bid from Industrial Furnace Company, Inc. is rejected and it is recommended that the contract be awarded to Albertus Energy in the amount of \$178,981.

Mr. Kantorek noted that Addendum No. 3 was for clarifications which does not need to be an Addendum to the specifications. However, since it was sent as an Addendum it must be treated as such.

Staff recommended approval of Resolution 2016-68, Award of a Contract for the River Road STP Multiple-Hearth Incinerator No. 1 Repairs to Albertus Energy in the amount of \$178,981. So moved by Dr. Downey, seconded by Mr. Morehouse and passed by a roll call vote of 5 to 0. Resolution 2016-68 follows.

**Resolution Authorizing the Award of a Contract for the
River Road STP Multiple-Hearth Incinerator No. 1 Repairs**

Resolution No. 2016-68

WHEREAS, the Stony Brook Regional Sewerage Authority (“SBRSA”) 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 No. 1 Repairs; and

WHEREAS, the following bids were received by the Authority on November 10, 2016, as more fully set forth as follows:

Industrial Furnace Company, Inc.	\$109,900.00
Albertus Energy	\$178,981.00; and

WHEREAS, the Authority has determined that the bid of Industrial Furnace Company Inc., the alleged lowest bidder, did not acknowledge receipt of all notices or addenda as required pursuant to N.J.S.A. 40A:11-23.2(e) of the Local Public Contracts Law, in that it failed to acknowledge receipt of Addendum No. 3; and

WHEREAS, as more fully set forth in the memorandum from Brent Carney, Esq., Maraziti Falcon LLP, counsel to the SBRSA, dated November 11, 2016, pursuant to N.J.S.A. 40A:11-23.2(e), the failure to acknowledge receipt of all notices or addenda at the time of the receipt of bids is a material fatal defect that renders the bid proposal of Industrial Furnace Company, Inc. unresponsive; and

WHEREAS, the bid submitted by Albertus Energy in the amount of \$178,981.00 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 SBRSA has sufficient funds available in its current budget for these purposes.

NOW THEREFORE, BE IT RESOLVED by the Stony Brook Regional Sewerage Authority that the bid of Industrial Furnace Company, Inc. is rejected in

accordance with N.J.S.A. 40A:11-23.2, for failure to acknowledge receipt of all notices and addenda as required by the Local Public Contracts Law.

BE IT FURTHER RESOLVED that the Stony Brook Regional Sewerage Authority hereby awards to Albertus Energy the River Road STP Multiple-Hearth Incinerator No.1 Repairs Contract, as the lowest responsible and responsive bidder, in the amount not to exceed the bid price of \$178,981.00.

BE IT FURTHER RESOLVED that the Executive Director is authorized to execute “River Road STP Multiple-Hearth Incinerator No. 1 Repairs Contract” with Albertus Energy, in the amount not to exceed the bid price of \$178,981.00, and that the Executive Director is authorized and directed to execute any other necessary documentation and to take all other actions necessary or desirable to effectuate the terms and conditions of 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			

Award of Sludge Cake Agreement

The following sludge cake agreement was approved on a motion by Dr. Downey, seconded by Mr. Compton and passed by a vote of 5 to 0.

Readington-Lebanon Sewerage Authority, minimum 500 cu. Yd. of sludge cake at \$60 per cu. yd. for the period of November 1, 2016 to October 31, 2021.

539.17 Open to the Public

None.

539.18 Adjournment

As there was no further business to come before the Board, the meeting was adjourned at 8:35 p.m. on a motion by Dr. Downey, seconded by Mr. Morehouse and passed by unanimous vote.

Respectfully Submitted,

John Kantorek
Secretary

Recorded and Written by
Patricia Carlino
December 9, 2016