

Minutes of Meeting #527, November 16, 2015 – Stony Brook Regional Sewerage Authority

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

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

MEMBERS ABSENT: Patel

CONSULTANTS: Alexander

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

527.01 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.

527.02 Approval of Minutes

Chairman Bartolini asked for comments and/or questions on the minutes of the October 26, 2015 Board meeting. Mr. Kantorek indicated that there are several correction to the minutes. On page 4, paragraph 5, line 1, the sentence reads "...in terms of the low monitoring." The sentence was amended to read "...in terms of the low level monitoring being required by EPA." On page 5, paragraph 6, lines 1 and 2, a comma was placed after (JIF) and after 2015. On page 11, paragraph 1, line 4 reads "...at the Schwing Bioset facility in Minnesota and investment in spare parts which many spare parts can be used in the new Schwing pumps these reasons alone..." was changed to read "...at the Schwing Bioset facility in Minnesota and also investment in spare parts can be used in the Schwing Pumps. These reasons alone ...". On page 14, paragraph 7, line 3, a comma was placed after the word "letter". On page 22, paragraph 7, line 3, groups was changed to groups'. The minutes, as amended, were approved on a motion by Dr. Downey, seconded by Mr. Morehouse and passed by a vote of 5 to 0.

527.03 Board Related Activities

Resolution 2015-70, Award of a "No Political Contributions Allowed" Contract for 2016 Labor Counsel

Mr. Kantorek indicated that staff received a proposal from Schwartz Simon Edelstein Celso LLC (SSE&C) for labor counsel services for fiscal year 2016. Mr. Kantorek noted that SSE&C has been the Authority's labor counsel since 2010. The proposed fee schedule indicates an increase in the hourly rates of \$5 per hour. This is the first increase in five (5) years. The fees are as follows: Partners and Counsel at \$200.00 per hour; Associates \$180.00 per hour; and Paralegals and Law Clerks \$105.00

Mr. Kantorek recommended approval of Resolution 2015-70, Authorizing the Award of a “No Political Contributions Allowed” Contract for 2016 Labor Counsel to SSE&C. So moved by Dr. Downey, seconded by Mr. Goldfarb.

Mr. Goldfarb expressed his concern that staff should review its firms/consultants on a regular basis. Mr. Goldfarb indicated that there are other law firms and/or consultants that provide the same services who may be just as good. A procedure should be established for a periodic review of the consultants/attorneys.

Resolution 2015-70 was then passed by a roll call vote of 5 to 0. Resolution 2015-70 follows.

**Resolution Authorizing the Award of a “No Political Contributions Allowed” Contract
for 2016 Labor Counsel**

Resolution No. 2015-70

WHEREAS, the Stony Brook Regional Sewerage Authority has a need for a Labor Attorney for the period starting on December 1, 2015 through the end of Fiscal Year 2016 (November 30, 2016) 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, Stuart Neuhof 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, 2015 through November 30, 2016. Legal services will be billed at \$200.00 per hour for Partners and Counsel; \$180.00 for Associates; and \$105.00 per hour for 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:	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Robert A. Bartolini	X			
Harry Compton	X			
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel				X

Resolution 2015-71, Award of a “No Political Contributions Allowed” Contract for 2016 NJPDES Permit Advice from Kleinfelder

Mr. Kantorek indicated that Kleinfelder submitted a proposal for 2016 General Environmental Consulting Services on NJPDES permit (wastewater) and related matters. The work will be billed on time charge basis at an amount not to exceed \$30,000. The fee is the same as in 2015.

Mr. Kantorek recommended approval of Resolution 2015-71, authorizing the Award of a “No Political Contributions Allowed” Contract for 2016 NJPDES Permit Advice. Mr. Goldfarb questioned the number of this Resolution. The pdf version reflects the number as 2015-72. Staff will correct the pdf version. Resolution 2015-71 was then moved by Dr. Downey, seconded by Mr. Goldfarb and passed by a roll call vote of 4 to 0. Mr. Morehouse abstained. Resolution 2015-71 follows.

Resolution Authorizing the Award of a “No Political Contributions Allowed” Contract For 2016 NJPDES Permit Advice from Kleinfelder

Resolution No. 2015-71

WHEREAS, the Stony Brook Regional Sewerage Authority has a need for NJPDES Permit Advice and Related Matters for the period starting on December 1, 2015 through the end of Fiscal Year 2016 (November 30, 2016) 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, Stuart Neuhof has determined and certified in writing that the value of the work may exceed \$17,500; and,

WHEREAS, Kleinfelder has submitted a proposal indicating they will provide NJPDES Permit Advice and Related Matters during December 1, 2015 through November 30,

2016 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 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 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

Resolution 2015-72, Authorizing the Award of a “No Political Contributions Allowed” Contract for 2016 General Counsel

Mr. Kantorek explained that Maraziti Falcon LLP submitted a proposal to provide general legal advice and assistance to the Authority. Mr. Kantorek noted that Maraziti Falcon LLP began serving the Authority as general counsel in 2008. The rate for partners is \$220.00 per hour, senior associates \$195.00 per hour, associates \$170.00 per hour and law clerks \$90.00 per hour. The fee for Ms. Alexander for preparation and attendance at the monthly Board meetings will be billed at a fixed monthly retainer of \$1,500.00 per month. These rates have remained the same since 2008.

Mr. Kantorek recommended approval of Resolution 2015-72, authorizing the Award of a “No Political Contributions Allowed” Contract for 2016 General Counsel to Maraziti Falcon LLP. So moved by Dr. Downey, seconded by Mr. Goldfarb. Mr. Goldfarb noted that the copy of the Resolution in electronic form has a different resolution number. Staff will correct the number for the electronic copy. Resolution 2015-72 was then passed by a roll call vote of 5 to 0. The Resolution follows.

**Resolution Authorizing the Award of a “No Political Contributions Allowed” Contract
for
2016 General Counsel**

Resolution No. 2015-72

WHEREAS, the Stony Brook Regional Sewerage Authority has a need for General Counsel for the period starting on December 1, 2015 through the end of Fiscal Year 2016 (November 30, 2016) 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, Stuart Neuhof 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 Counsel advice from December 1, 2015 through November 30, 2016 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 indicated that there are seven (7) contracts to be awarded tonight; three which have just been awarded and four (4) contracts in Construction.

527.04 Planning and Administration

Mr. Kantorek reported that the most current 12-month average daily River Road plant flow is 9,045,194 gpd with 869,141 gpd of approved but inoperative flow for a total committed flow of 9,914,335 gpd with 3,145,665 gpd or 24.09% of available capacity. The most current 12-month average daily flow at the Hopewell Plant is 221,648 gpd with 1,200 gpd of inoperative flow, for a total committed flow of 222,848 gpd with 25.72% or 77,152 gpd of available capacity. The Pennington Plant presently has 241,913 gpd as the most current 12-month average daily flow, with 18,252 gpd of approved but inoperative flow, for a total committed flow of 260,165 gpd, with 13.28% or 39,835 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 noted that the available capacities are based on the extremely low flows due to the very dry weather conditions.

Monthly Flow Transmittal

The monthly flow transmittal for October was provided for information.

Mr. Kantorek noted that all the billing meters for the month were within the $\pm 2\%$ accuracy. However, there was an issue with the Princeton Farms data.

Review of the meter data at Princeton Farms indicated that the flow data from October 18th through October 27th seemed abnormally high (resulting in an abnormally low flow for Hopewell Borough). The pump(s) at the Princeton Farms Pump Station operate on an on/off cycle based on the wet well level. Typically during any one-hour, the minimum flow is zero when the pump is off. Review of the hourly data indicated that there was no zero minimum

flow recorded during the time period between the 18th through the 27th. This is an indication that there may be some flow leaking back from the valve and being metered twice.

Staff reviewed the Princeton Farms hourly flow data from September 2015. This data indicated hourly minimum flows of zero. Staff calculated the percent flow of Princeton Farms to the influent flow from the Hopewell STP which is 26%. The flow data from October 18th through October 27th was replaced with 26% of the Hopewell STP influent flow.

Staff contacted Mr. D. Gerrard, Hopewell Township Department of Public Works, indicating that there may be an issue with a valve at the pump station. Dr. Downey noted that she is following up with the Hopewell Township Administrator.

527.05 Approval Requests and Actions

TWA-1 Approvals

Stowe Residence, 312 North Main Street, Block 47, Lot 3, Hopewell Township

Ms. Pchola reported that this application is for the abandonment of an individual on-site septic system and connection to the Pennington sewer service area via a grinder sewage pump and approximately 700 feet of discharge piping. The property was included in the 2009 amendment to the Mercer County Water Quality Management Plan which included certain properties in Hopewell Township adjacent to Pennington Borough. The flow associated with this application is 300 gpd for the existing 5-bedroom residential dwelling.

Staff recommended approval of this application. So moved by Dr. Downey, seconded by Mr. Compton and passed by a vote of 5 to 0.

Time Extensions

None.

NJPDES Enforcement Requested

None.

Water Quality Management Plan Amendments

None.

Allocated Flow Update

- Added 2,400 gpd for Princeton University Lightning Shelter, West Windsor Township - approved on October 26, 2015.
- Removed 17,139 gpd resulting from information received from the Princeton Sewer Operating Committee regarding the status of outstanding approved projects.

527.06 Regulatory Report

Discharge Monitoring Report (DMR)

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

Mr. Rahimi indicated that the River Road Quarterly Effluent Surface Water Discharge Waste Characterization Report was submitted for the quarter ending October 31, 2015. This report provides data for a select list of nine priority pollutants which have been historically detected in the plant's effluent.

Residual Discharge Monitoring Report

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

Mr. Rahimi noted that staff is currently preparing the September RDMR.

Air Reporting

Mr. Rahimi reported that the 3rd quarter Incinerator Sludge Report was submitted to NJDEP. No exceedances were 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 2015 Excess Emissions and Monitoring Performance Report was submitted to the NJDEP. Incinerator #2 operating with the Afterburner (OS3) had 1.33 hours of non-compliant oxygen levels (oxygen below 3%). A low oxygen average alone is not the basis for violation unless the carbon monoxide (CO) concentration is above 100 ppmv at 7% oxygen during the same periods. The CO concentration was less than 100 ppmv during the period when the oxygen fell below 3%.

Mr. Rahimi noted that a "NOTICE OF VIOLATION" was received from NJDEP (Division of Air Enforcement) regarding a missed visual emission inspection in February 2015. A copy of the violation was provided to the Board. This violation was reported in the August 2015 regulatory report. No penalty has been assessed for this violation.

Laboratory

Mr. Rahimi reported that Laboratory staff attended a demonstration of a low level Chlorine amperometric titrator by Mettler Toledo at Rockaway Valley Sewerage Authority. This instrument did not operate as required by the Standard Method. Further method validation is needed by Mettler Toledo.

527.07 Safety

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

Mr. Irizarry indicated that as of November 6, 2015 Stony Brook Regional Sewerage Authority has gone 1520 consecutive days without a “Lost Time Accident”.

Mr. Irizarry reported that on July 31st and August 3rd the annual fire alarm inspection was conducted for the River Road WWTP and the Princeton Pump Station. Staff has received the report and the repairs of the two deficiencies noted on the report have been made. The deficiencies were:

1. Cake Building-horn/strobe by north landing did not activate when tested
2. Sludge Receiving Station-Fire alarm control panel battery failed

Mr. Irizarry noted that staff is looking into having fire alarm monitoring added to both the Upstream Plants. Staff has prepared draft specification documents and are continuing to review them.

Mr. Irizarry reported that on November 2, 2015 the Joint Insurance Fund (JIF) conducted an inspection of the Princeton Pump Station, the spill containment chamber, the front gate and the front steps of the main entrance for River Road. Staff is waiting for the report.

Mr. Irizarry indicated that on November 6, 2015 the annual fire extinguisher inspection was conducted by Survivor Fire for the River Road, Hopewell and Pennington plants and all three Pump Stations.

Mr. Irizarry reported that training for this reporting period included:

- Fire Safety training was provided in-house on November 5, 2015 for three (3) employees.
- Fall Protection training was provided in-house on November 5, 2015 for six (6) employees.
- Storm-water Pollution Prevention (SPPP) and Spill Prevention Control and Countermeasures (SPCC) was provided in-house on November 5, 2015 for six (6) employees.

527.08 Litigation

The Litigation Report was provided for information.

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

527.09 Operations Report

River Road Facility

Mr. Kunert reported that on October 25, 2015, the emergency generators at the River Road Facility, South Brunswick Pumping Station, and the Princeton Pumping Station ran for approximately two hours due to downed power lines.

Mr. Kunert indicated that the Industrial Furnace Company (IFCO) de-slugged the off line incinerator during the week of October 26, 2015. A subsequent inspection was performed by Chavond-Barry. A draft report was received and there may be a possibility that Hearth #1 may need to be replaced. Mr. Kantorek indicated that this is important since the new scrubber is being installed on Incinerator #2. The Authority needs at least one incinerator to be operable. In addition, the Authority needs to be in compliance with the new EPA rules by March 2016.

A brief discussion regarding the Authority's options for the repair of the hearth, if necessary, followed.

Mr. Kunert reported that SBRSA has stopped adding Potassium Permanganate to the influent flow due to the drop in hydrogen sulfide levels entering the River Road Facility. This decrease is most likely due to the cooler temperatures. The system set up will remain in place should it be needed again before winter.

Mr. Kunert indicated that on Thursday, November 12, 2015, the Authority was without power for approximately four (4) hours. This shutdown was necessary as part of the new emergency generator project. The incoming wastewater was held in two empty tanks during this four (4) hour period. The tanks were dewatered back to the head of the treatment process when the shutdown was completed. This process will be repeated on November 19th.

Upstream Facilities

Mr. Kunert explained that the restoration of the area that was excavated for the repair of the force main at the Pennington Facility has begun. Staff took this opportunity to hire landscapers to regrade the disturbed property on the east side of the building in an effort to rectify a water drainage problem. In the past, during heavy rains, this area became flooded causing stormwater to flow into an electrical manhole which followed the electrical conduit entering the pump room on the 2nd level. The landscapers dropped the level of the storm

sewer grating and created a swale approximately 15 feet wide from the entrance of the plant leading up to the storm water catch basin. This should prevent this area from flooding as it has frequently done in the past.

Odor Report

Mr. Kunert reported that staff received three odor complaints during the month of October. One odor complaint has been received for the partial month of November.

Customer Septage and Sludge Deliveries

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

527.10 Maintenance

Mr. Ireland reported that Schwing Pump #5 was taken out of service on October 21, 2015 to replace the gear box, worn tail shaft bearings, the bearing housing and two badly worn feed screws. This Schwing Pump is used to move dewatered sludge from Belt Press #1 to the Storage Bin.

Mr. Ireland indicated that on October 27, 2015 Orbal Tank #1, Drive #2 at the Hopewell Facility failed several times on motor overload. After further investigation it was discovered that the wiring connections for the motor had worn through the insulation causing the motor failure. During that down time staff took the opportunity to also replace a damaged drive bearing and worn housing. Once the repairs were completed, the drive was tested and placed back into operation.

Mr. Ireland reported that on November 4, 2015 two six-inch chain operated plug valves, which became difficult to operate over time on M.A. Scum Pumps #1 & #2 were replaced. The new valves were installed on the discharge side of both pumps and came equipped with grease fittings to help improve their service life.

Mr. Ireland indicated that on November 7, 2015 Schwing Pump #4 was removed from service because one of the two sludge feed screws in the storage bin that feeds dewatered sludge to Schwing #4 became inoperable. It was determined that the tail shaft bearing failed on the drive screw which caused the teeth on the gear to skip and cause considerable wear. Both the bearing and the gear were replaced, the screws were tested and placed back in service.

The number of open work requests stand at ten (10). The Preventive Maintenance graphs show that SBRSA is currently averaging two (2) days overdue and the number of overdue units is approximately twenty-two (22).

527.11 Construction Report

2016 General Advice

Ms. Pchola reported that staff requested proposals from Kleinfelder, AECOM, CBE, and KEMS for the 2016 Annual Advice Contracts. Copies of the proposals were provided to the Board. All contracts are on a time charge basis. Each consultant has provided the required pay to play forms. A comparison chart for the consultants provided the 2015 contract amounts, what was spent through the end of October for each contract and the 2016 contract amounts.

Consultant	2015 Contract Amount	2015 Contract Amount Spent to Date⁽¹⁾	2016 Contract Amount
AECOM	\$30,000 ⁽²⁾	\$21,019	\$20,000
CBE	\$25,000	\$6,103	\$25,000
KEMS	\$93,950 ⁽³⁾	\$73,993	\$320,875 ⁽⁴⁾
Kleinfelder	\$35,000	\$2,910	\$35,000

⁽¹⁾ Costs incurred up to the end of October 2015.

⁽²⁾ Includes a contract amendment of \$10,000 for the roof inspection and roof replacement memorandum.

⁽³⁾ Includes a contract amendment of \$18,400.

⁽⁴⁾ Includes \$180,000 pass through cost for Avogadro to perform the required stack tests for OS1, OS3, OS27 and OS28.

Ms. Pchola indicated that Karl Monninger, KEMS LLC, was present at the Construction meeting to discuss his proposal. Ms. Pchola indicated that of the \$320,875, \$180,000 is a pass through cost for Avogadro to perform the required stack tests and approximately \$72,000 for Mr. Monninger to monitor the stack test; operator training for subpart MMMM; and the normal charges associated with the General Incinerator Advice. A copy of an itemized listing of the annual charges was provided to the Board.

Staff recommended approval of Resolution 2015-63, Award of a “No Political Contributions Allowed” Contract for 2016 General Advice to AECOM Technical Services Inc. in the amount of \$20,000; Resolution 2015-66, Award of a “No Political Contributions Allowed” Contract for 2016 General Advice to Chavond Barry Engineering Corporation in the amount of \$25,000; and Resolution 2015-67, Award of a “No Political Contributions Allowed” Contract for 2016 General Advice to KEMS LLC in the amount of \$3220,875. So moved by Mr. Morehouse, seconded by Dr. Downey and passed by a roll call vote of 5 to 0.

Staff recommended approval of Resolution 2015-68, Award of a “No Political Contributions Allowed” Contract for 2016 General Advice to Kleinfelder in the amount of \$35,000. So moved by Dr. Downey, seconded by Mr. Goldfarb and passed by a roll call vote of 4 to 0. Mr. Morehouse abstained. Resolutions 2015-63, 2015-66, 2015-67 and 2015-68 follow.

**Resolution Authorizing the Award of a “No Political Contributions Allowed” Contract
for 2016 General Advice to AECOM Technical Services, Inc.**

Resolution No. 2015-63

WHEREAS, the Stony Brook Regional Sewerage Authority “Authority” has a need for general advice for the period starting on December 1, 2015 through the end of Fiscal Year 2016 (November 30, 2016) 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, Stuart Neuhof 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, 2015 through November 30, 2016; and

WHEREAS, AECOM Technical Services, Inc. has submitted an Agreement indicating they will provide general engineering consulting advice from December 1, 2015 through November 30, 2016 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, 2016 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 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 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 2016 General Advice to Chavond-Barry Engineering Corporation

Resolution No. 2015-66

WHEREAS, the Stony Brook Regional Sewerage Authority “Authority” has a need for general advice for the period starting on December 1, 2015 through the end of Fiscal Year 2016 (November 30, 2016) 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, Stuart Neuhof 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, 2015 through November 30, 2016; and

WHEREAS, Chavond-Barry Engineering has submitted an Agreement indicating they will provide general engineering consulting advice from December 1, 2015 through November 30, 2016 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, 2016 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 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 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 2016 General Advice to KEMS, LLC

Resolution No. 2015-67

WHEREAS, the Stony Brook Regional Sewerage Authority “Authority” has a need for general advice for the period starting on December 1, 2015 through the end of Fiscal Year 2016 (November 30, 2016) 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, Stuart Neuhof 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, 2015 through November 30, 2016; and

WHEREAS, KEMS, LLC has submitted a detailed proposal dated November 6, 2015 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, 2015 through November 30, 2016 on a time charge fee not to exceed \$320,875 without written permission from Stony Brook Regional Sewerage Authority; and

WHEREAS, \$180,000 (without markup from KEMS, LLC) is included in the total cost of \$320,875 for Avogadro to conduct the required Subpart MMMM stack tests for the four (4) incinerator operating scenarios; 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 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 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 2016 General Advice to Kleinfelder**

Resolution No. 2015-68

WHEREAS, the Stony Brook Regional Sewerage Authority has a need for general advice for the period starting on December 1, 2015 through the end of Fiscal Year 2016 (November 30, 2016) 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, Stuart Neuhof 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, 2015 through November 30, 2016 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 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 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

Upstream Facilities Process Evaluation/Planning Study

Ms. Pchola indicated that the Pennington Plant draft report is still under Kleinfelder's internal review. It is expected that both the Pennington and Hopewell draft reports will be provided to SBRSA by the end of November.

Information Technology Management Services

Ms. Pchola indicated that on November 3, 2015 staff and EMA's IT Manager, Mr. Bob Reilly, met with Millennium Communications Group, Inc. to discuss the new/updated cabling for the IT system and provided a walk-through of the Operations Building and plant site. Millennium Communications Group, Inc. is listed on the State of New Jersey Department of Treasury State Contracts to provide cabling services. Ms. Pchola indicated that staff did receive a quote from Millennium on November 16, 2015 but has not yet reviewed it.

Ms. Pchola reported that staff met with Mr. Reilly to review the SBRSA Draft IT Charter and IT Policies. Mr. Reilly will revise the documents based on SBRSA's review comments. The revised documents will be provided to the Board at the December Board meeting.

KEMS 2015 Annual Advice

Ms. Pchola reported that a new pre-draft permit was received from NJDEP on November 5, 2015 with comments due no later than November 20, 2015. NJDEP indicated that they would include the major modification requests for the new scrubber, actual data for the new natural gas emergency generator and the new ash handling equipment in the new pre-draft permit.

NJDEP has decided not to meet with SBRSA to discuss the health risk screen but will include language in the draft Title V permit to address the issue. As discussed with KEMS, NJDEP has indicated that the new language in the permit will indicate that the current emissions are outside the range of the acceptable cancer risk and that SBRSA will have one-year from the date the permit is issued to provide an acceptable plan to NJDEP as to how SBRSA will mitigate these risks.

A brief discussion regarding modeling and air permit parameters followed.

Schwing Pump Replacement Project

Ms. Pchola reported that GHD was on site November 16, 2015 for the kickoff meeting for this project.

Contract 10-1 Headworks Project

Ms. Pchola indicated that Kleinfelder and SBRSA are continuing to compile documents, emails, meeting minutes, memorandums, etc. requested by Authority Counsel relative to the issues raised by Tomar in their last letter.

Mr. Goldfarb asked if the Authority was going to mediation. Ms. Alexander indicated that SBRSA and Tomar are further apart from a resolution. It is important that SBRSA compiles its documentation prior to entering mediation.

Contract 14-1 SBRSA Emergency Generator Project

Ms. Pchola reported that Thomas Controls Inc. (TCI) received the building permit from Princeton on October 28, 2015. TCI mobilized and began construction activities. The first phase to be completed is the relocation of several existing conduits and wire and the relocation of the fuel day tank for the existing emergency generator. The relocation work will require two (2) planned process interruptions to allow for the temporary generator to be installed while the relocation work is being performed.

Ms. Pchola indicated that on October 27, 2015, TCI informed SBRSA that TCI would not be performing the electrical work and would be hiring an electrical sub-contractor. The bid submitted by TCI listed Thomas Controls Inc. as the named electrical sub-contractor. Since TCI had named themselves as the electrical sub-contractor, SBRSA asked TCI to provide the Authority with a letter formally indicating the change of the electrical sub-contractor and to provide the business registration certificate and public works contractor certificate for the new sub-contractor, CNN Electrical Contractors, LLC.

Ms. Pchola explained that since this project is funded by the New Jersey Environmental Infrastructure Trust "Trust", SBRSA contacted the NJDEP to see if they would take exception to the change in a named sub-contractor. The NJDEP representative of the project stated that from his prospective, he did not see a problem with the change but asked that staff review this with our attorney and have them provide an opinion. Staff contracted Mr. Brent Carney, Esq. of Maraziti Falcon, L.L.P and after some discussion the following conclusion was reached.

Pursuant to an Appellate Division holding in O'Shea v. New Jersey Schools Construction Corporation, 388 N.J. Super. 312 (App. Div. 2006), the Local Public Contracts Law, N.J.S.A. 40A:11-16, precludes the substitution of a subcontractor not named in the bid. However since TCI named themselves as the electrical sub-contractor, the local public contract law does not prevent a sub-contractor from hiring a sub-contractor themselves. Essentially Thomas

Controls Inc., the named electrical sub-contractor is hiring a sub-contractor to perform their work. An action not disallowed under the law.

Mr. Morehouse asked if TCI has been providing SBRSA with shop drawings. Ms. Pchola indicated that they have been submitting shop drawings but have had difficulty in receiving the building permits. TCI has still not received the building permit from West Windsor Township. A brief discussion regarding TCI's progress followed.

Contract 15-1 Scrubber Procurement

Ms. Pchola reported that EnviroCare International (ECI) has completed modifications to the PLC logic to correct minor issues, and revisions to the Operations & Maintenance manual based on as-built conditions. ECI is waiting for the performance test results from Avogadro which are expected by the end of November.

Contract 15-2, Scrubber Installation

Ms. Pchola reported that as of Pay Estimate No. 7 this project is approximately 82% complete. During the past reporting period Centerpoint Associates Inc. (CPA) began the installation of Scrubber #2. The existing scrubber was demolished and removed from the building, existing floor openings and conduits were modified for the new scrubber, and all sections of the new scrubber have been brought into the building and staged. The first scrubber section has been set into place. CPA has tentatively scheduled the performance test for Scrubber #2 for mid-January.

Contract 15-3, Ash Handling System Improvements

Ms. Pchola reported that on November 5, 2015 BR Welding, GHD, SBRSA, and representatives of the equipment supplier, Thomas and Muller, met at the site to review actual site conditions and obtain field measurements. BR Welding has begun submitting shop drawings and will provide the shop drawing submittals for the major equipment within the next few weeks.

Instrument Air Compressor Replacement

Ms. Pchola reported that the project was advertised on November 9, 2015. The pre-bid meeting was held on November 16, 2015. Bids will be received on December 9, 2015.

MA Effluent Channel Mixers

Ms. Pchola indicated that Kleinfelder has completed the mechanical design for the mixers and is currently waiting for AECOM to complete the design of the structural modifications.

Carbon Monoxide Analyzer Replacement

Ms. Pchola reported that on October 27, 2015 SBRSA submitted the performance test protocol (PST) to the NJDEP Bureau of Technical Services for review and approval. Once the protocol is approved the two new CO analyzers will be ordered.

Information Technology

Mr. Hess indicated that the Pennington and Hopewell SCADA upgrade screens are approximately 85% complete.

Mr. Hess reported that with the assistance of Operations staff, SBRSA is in the process of converting the Operations storeroom adjacent to the Assistant IT Manager's Office into a new server room. Maintenance has repaired the roof leaks that were directly above that room.

Mr. Hess indicated that staff has begun migrating the Active Directory servers from MS Windows Server 2003 to 2012 R2. This work should be completed by November 20, 2015.

Mr. Hess reported that staff replaced the uninterruptable power supply (UPS) supplying power to most of the computer and networking equipment in the CEMS room with a new unit.

Mr. Hess noted that the staff continues to work with EMA on improving IT policies, procedures, and infrastructure

527.12 Finance Report

Payment of Bills and Claims

Mr. Morehouse moved for approval of Resolution 2015-64, for the payment of bills and claims in the amount of \$1,111,376.30 with two signatures instead of three. The motion was seconded by Dr. Downey and passed by a roll call vote of 5 to 0. Resolution 2015-64 follows.

Resolution Regarding Payment of Bills and Claims

Resolution No. 2015-64

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 \$1,111,376.30 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, 2015 is \$807,752. This represents a decrease of \$36,460 over the prior period and is due to additional repairs including the emergency repairs at the Pennington STP. The Authority has total cash and investments of \$18,996,740 at an average interest rate of 0.26%. The current construction projects balance is \$16,770,476. Mr. Neuhof noted there are sufficient funds for these projects. The outstanding bond principal balance remains at \$23,649,523. The New Jersey Cash Management Fund yield is 0.15%.

Resolution 2015-65, Authorizing the Award of a "No Political Contributions Allowed" Contract for Non-Professional Service Vendors

Mr. Neuhof explained that Resolution 2015-65 is for vendors who are likely to exceed the \$17,500 Pay to Play limit but will not exceed the bid threshold amount by the end of the fiscal year. Each vendor has completed a Business Entity Disclosure Certification. Two vendors are listed on the Resolution: Hach Company, which supplies parts for the DO Analyzers and AW Cheston Company who supplies pump seals.

Mr. Neuhof recommended approval of Resolution 2015-65, Award of a "No Political Contributions Allowed" Contract(s) for Non-Professional Service Vendors. So moved by Dr. Downey, seconded by Mr. Goldfarb and passed by a roll call vote of 5 to 0. Resolution 2015-65 follows.

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

Resolution No. 2015-65

WHEREAS, the Stony Brook Regional Sewerage Authority has a need to acquire goods or services as a no political contribution 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 each contract (by purchase orders) will likely exceed \$17,500; and

WHEREAS, the anticipated term of this contract is for fiscal year 2015 (1 year) and may be extended as approved by this governing body; and

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

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

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

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

Year 2015 No Political Contribution Contracts:	
Company Name	Service
Hach Company	Parts for DO Analyzers
AW Chesterton Company	Parts Pump Seals

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

Resolution 2015-69, Adoption of the 2016 Budget

Mr. Neuhof recommended approval of Resolution 2015-69, for the adoption of the 2016 Budget reflecting Total Revenues of \$14,941,101, Total Appropriations of \$14,941,101 and utilizing Unrestricted Net Assets of \$0. Mr. Neuhof indicated that the Capital Budget reflects Total Capital Appropriations of \$7,862,000 and Total Unrestricted Net Assets to be utilized as funding of \$3,980,000. So moved by Mr. Morehouse, seconded by Dr. Downey.

Mr. Goldfarb asked if the State had any comments regarding the Authority’s budget. Mr. Neuhof indicated that he received an email from the Local Government Services (LGS) requesting a further breakdown of one of the bond issues. Mr. Neuhof explained that he

provided them with the information and the budget was approved. Mr. Neuhof noted that this is a new budget format and includes more detail than in the past.

A brief discussion regarding the year-end adjustment took place.

It was noted that the Resolution provided to the Board reflected the Fiscal Year as 2/1/2015 to 11/30/2016. The correct Fiscal Year start date is 12/1/2015. The resolution will be corrected to reflect the correct date.

Resolution 2015-69 was then passed by a roll call vote of 5 to 0. Resolution 2015-69 follows.

2016 ADOPTED BUDGET RESOLUTION
Stony Brook Regional Sewerage Authority
FISCAL YEAR: FROM: 12/1/2015 TO: 11/30/2016

Resolution No. 2015-69

WHEREAS, the Annual Budget and Capital Budget/Program for the Stony Brook Regional Sewerage Authority for the fiscal year beginning, December 1, 2015 and ending, November 30, 2016 has been presented for adoption before the governing body of the Stony Brook Regional Sewerage Authority at its open public meeting of September 28, 2015; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$14,941,101, Total Appropriations, including any Accumulated Deficit if any, of \$14,941,101 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$7,862,000 and Total Unrestricted Net Position planned to be utilized as of \$3,980,000.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Stony Brook Regional Sewerage Authority, at an open public meeting held on November 16, 2015, that the Annual Budget and Capital Budget/Program of the Stony Brook Regional Sewerage Authority for the fiscal year beginning, December 1, 2015 and ending, November 30, 2016 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

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

2016 Estimated Participant Charge

Mr. Neuhof provided the Board with a copy of the 2016 Estimated Participant Charge based on eleven months of flow. This was also provided to the Municipal Chief Financial Officers.

Mr. Neuhof reviewed the summary of charges and the Year End figures based on eleven months of flow.

Monthly Sludge Business Analysis

Mr. Neuhof reported that net income for the month of October is \$79,434 and the cumulative net income is \$1,372,162. Gas usage for the month of October was 86,169 therms. The remaining simple payback for the RTO project is 2.02 years.

527.13 Personnel Report

The Personnel Report was provided for member information.

Mr. Kantorek indicated that negotiations with the Union was completed on November 16, 2015. An Executive Session will take place to discuss the Union Agreement.

527.14 Correspondence

For information.

527.15 Old Business

None

527.16 New Business

Award of Liquid Sludge Contracts

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

Johnson & Johnson CPC 120,000 gallons 01/01/2016 to 12/31/2016

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

East Windsor MUA 2,500,000 gallons 01/01/2016 to 12/31/2020

527.17 Open to the Public

None.

527.18 And Such Other Issues as May Come Before the Board

None.

527.19 Executive Session

The Board entered into Executive Session at 8:44 pm to discuss a personnel issue on a motion by Mr. Goldfarb, seconded by Dr. Downey, and passed by unanimous vote.

527.20 Return to Public Session

The Board returned from Executive Session at 9:10 pm.

527.21 Adjournment

As there was no further business to come before the Board, the meeting was adjourned at 9:11 p.m. on a motion by Dr. Downey, seconded by Mr. Goldfarb and passed by unanimous vote.

Respectfully Submitted,

John Kantorek
Secretary

Recorded and Written by
Patricia Carlino
December 3, 2015