

Minutes of Meeting #540, December 19, 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, Irizarry, Kantorek, Kunert, Pchola, Rahimi, Redding, Sears, Stewart, Thomas

Public Hearing

The Public Hearing to receive comments regarding the Authority's proposed Rate Schedule for the receipt and treatment of outside liquid sludge, sludge cake, septage, gray water and special waste in fiscal year 2017 was declared opened at 7:30 pm by Chairman Bartolini. A Certified Court Reporter was present to record the proceedings.

Mr. Kantorek indicated that this Public Hearing is to obtain any public comments on the 2017 Rate Schedule for the Stony Brook Regional Sewerage Authority for liquid sludge, sludge cake, gray water, special waste and high strength user surcharges.

Mr. Kantorek noted that the rates for 2017 are the same as in 2016 for all categories. From the Authority's analysis, the rates are reasonable and are comparable to the current market rates.

Chairman Bartolini asked for questions or comments from the public. As there were none, the Public Hearing was closed at 7:33 pm on a motion by Dr. Downey, seconded by Mr. Goldfarb and passed by a unanimous vote.

**2017 RATE SCHEDULE
NOTICE OF PUBLIC HEARING**

Notice is hereby given that a public hearing will be held by the STONY BROOK REGIONAL SEWERAGE AUTHORITY on Monday, December 19, 2016 at 7:30 PM in the Conference Room, Operations Building, 290 River Road, Princeton, NJ.

I. Liquid Sludge														
Percent Solids	ANNUAL COMMITTED VOLUME PER SOURCE:			Uncommitted Contract										
	Over 1 Million	0.5 - 0.99 Million	Up to 0.5 Million											
0.0% - 5.5%	\$ 54	\$ 62	\$72	\$ 82										
5.5% - 7.0%	\$ 72	\$ 82	\$ 87	\$102										
Notes: 1) All cost quotes are in dollars per 1000 gallons. 2) Effective Date and Terms of Revised Schedule: These rates are in effect for calendar year 2017. See below additional discounts on longer-term contracts. 3) Discounted Items: Deduct \$5/1000 gallons for Saturday and Sunday deliveries. Deduct \$5/1000 gallons for all quantities delivered in excess of 3 million gallons during 2017. 4) Sludge which has volatile solids between 40 and 49.9% will be surcharged \$5/1000 gallons. Sludge below 40% volatile solids is not accepted. 5) All non-contract sludge will be processed on a C.O.D. basis. 6) For customers requesting to enter into contracts for committed volume in excess of 1.0 million gallons per year, and for a period of time in excess of one year, SBRSA may modify the above rates if, in its judgment, such modification is necessary to ensure the commitment of sufficient volume to utilize SBRSA's available sludge disposal capacity.														
II.	Sludge Cake a. \$62/Cubic Yard (14 - 22% Solids) b. \$60/Cubic Yard (22.1 - 30% Solids) c. \$2/Cubic Yard discount for Saturday/Sunday deliveries Note: Sludge Cake Rates are negotiable for annual commitments in excess of 1,000 cu yds.													
III.	Septage <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Gallons</th> <th style="text-align: center;">All gallons Billed at</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">0 - 200,000</td> <td style="text-align: center;">\$62</td> </tr> <tr> <td style="text-align: center;">200,000 - 400,000</td> <td style="text-align: center;">61</td> </tr> <tr> <td style="text-align: center;">400,000 - 800,000</td> <td style="text-align: center;">59</td> </tr> <tr> <td style="text-align: center;">800,000 - 1,200,000</td> <td style="text-align: center;">57</td> </tr> </tbody> </table> Note: All cost quotes are in dollars per 1,000 gallons. Commitments in excess of 1.2 million gallons/year are negotiable.				Gallons	All gallons Billed at	0 - 200,000	\$62	200,000 - 400,000	61	400,000 - 800,000	59	800,000 - 1,200,000	57
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0 - 200,000	\$62													
200,000 - 400,000	61													
400,000 - 800,000	59													
800,000 - 1,200,000	57													
IV.	Gray Water \$32 Note: All cost quotes are in dollars per 1,000 gallons. Commitments in excess of 1.0 million gallons/year are negotiable.													
V.	Special Waste (Industrial Users) a. Flow Charge is \$0.9/1000 gallons b. Site Remediation flow charge from landfill or groundwater remediation projects is \$1.80/1000 gallons													
VI.	High Strength User Surcharges: a. Biochemical Oxygen Demand (over 300 mg/l) - Suspended for 2017. b. Total Suspended Solids (over 300 mg/l) - Suspended for 2017. c. Ammonia Nitrogen (over 40 mg/l) - Suspended for 2017.													

SBRSA reserves the right to submit, direct or through haulers, sealed competitive bid prices as authorized by resolution.

Further information regarding this hearing may be obtained by contacting the **Stony Brook Regional Sewerage Authority office (609) 924-8881.**

John Kantorek,
Secretary

Chairman Bartolini opened the regularly scheduled Board meeting at 7:34 p.m.

540.01 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.

540.02 Approval of Minutes

Chairman Bartolini indicated that the first order of business is the approval of the minutes from the November 14, 2016 Board meeting. Dr. Downey moved the approval of the minutes from the November 14, 2016 meeting. Mr. Goldfarb seconded. Mr. Goldfarb indicated that on page 29, under recorded vote on Resolution 2016-66 the vote was not recorded. The minutes were then approved as amended, on a motion by Dr. Downey, seconded by Mr. Goldfarb and passed by a vote of 5 to 0.

540.03 Board Related Activities

Resolution 2016-80, Adoption of the 2017 Sludge Rate Schedule

Staff recommended approval of Resolution 2016-80, Adoption of the 2017 Sludge Rate Schedule. So moved by Dr. Downey, seconded by Mr. Compton and passed by a roll call vote of 5 to 0. Resolution 2016-80 follows.

RESOLUTION TO ADOPT THE 2017 RATE SCHEDULE

Resolution No. 2016-80

WHEREAS, the Stony Brook Regional Sewerage Authority (hereinafter the Authority or SBRSA) is authorized by the Sewerage Authorities Law, and particularly N.J.S.A. 40:14A-7(11), to make and enforce rules and regulations for the management and regulation of its affairs and for the use, maintenance and operation of the sewerage system of the Authority, and to amend the same from time to time; and

WHEREAS, the Authority is authorized, when necessary and desirable, pursuant to N.J.S.A. 40:14A-8, to charge and collect rents, rates, fees or other charges in the nature of use or service charges, based or computed on various factors or on any combination of any such factors, and may give weight to the characteristics of the sewage and other wastes and any other special matter affecting the cost of treatment and disposal thereof, including chlorine demand, biochemical oxygen demand, concentration of solids and chemical composition [N.J.S.A. 40:14A-8(b)]; and

WHEREAS, the Authority desires to establish a Rate Schedule for 2017 so as to provide for the direct assessment and recovery of charges to Users discharging liquid sludge, sludge cake, septage, gray water, special wastes (Industrial Users) and high

strength wastewater surcharges, as set forth in the 2017 Rate Schedule, attached hereto; and

WHEREAS, a notice of the 2017 Rate Schedule was published in accordance with the requirements of N.J.S.A. 40:14A-8, and public hearing held on December 19, 2016 at 7:30 PM, at the offices of the Authority, 290 River Road, Princeton, NJ, at which time the Authority solicited public comment on the proposed regulation.

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

1. The 2017 Rate Schedule, attached as Exhibit A hereto and made a part hereof, is hereby adopted. Any and all bills issued by the Authority by reason of this regulation shall be due and payable by the recipient within 30 days of the date thereof upon the failure of which the Authority shall be authorized to assess interest at the rate then in effect pursuant to N.J.S.A. 40:14A-21.
2. If any provision of this resolution or the application thereof to any person or circumstance is held invalid by a court of competent jurisdiction, such invalidity shall not affect any other provision of the resolution and to this end the provisions of this resolution are declared to be severable.
3. This Resolution shall take effect as provided by law.

Recorded Vote:

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

Resolution 2016-86, Setting Regular Meeting Dates for the Stony Brook Regional Sewerage Authority for Calendar Year 2017

Mr. Kantorek indicated that Resolution 2016-86 sets the meeting dates for calendar year 2017. From January through October, all meetings will take place on the fourth Monday of the month. November's meeting will be on the second Monday of the month and December's meeting will take place on the third Monday. These changes are due to holidays.

Staff recommended approval of Resolution 2016-86, Setting Regular Meeting Dates for the Stony Brook Regional Sewerage Authority for Calendar Year 2017. So moved by Dr. Downey, seconded by Mr. Compton and passed by a roll call vote of 5 to 0. Resolution 2016-86 follows.

**A RESOLUTION SETTING REGULAR MEETING DATES FOR THE STONY
BROOK REGIONAL SEWERAGE AUTHORITY FOR CALENDAR YEAR 2017
IN ACCORDANCE WITH THE PROVISIONS OF THE OPEN PUBLIC
MEETINGS ACT**

Resolution No. 2016-86

BE IT RESOLVED by the Stony Brook Regional Sewerage Authority:

1. That the regular meeting day of the Authority be held on the fourth Monday of each month, except in November, when it will be held on the second Monday, and December when the meeting will be held on the third Monday of the month.
2. That the following dates are established as the regular meeting dates of the Stony Brook Regional Sewerage Authority in the calendar year 2017:

DATE	TIME	LOCATION
JANUARY 23, 2017	7:30 PM	SBRSA Offices, River Road
FEBRUARY 27, 2017	7:30 PM	SBRSA Offices, River Road
MARCH 27, 2017	7:30 PM	SBRSA Offices, River Road
APRIL 24, 2017	7:30 PM	SBRSA Offices, River Road
MAY 22, 2017	7:30 PM	SBRSA Offices, River Road
JUNE 26, 2017	7:30 PM	SBRSA Offices, River Road
JULY 24, 2017	7:30 PM	SBRSA Offices, River Road
AUGUST 28, 2017	7:30 PM	SBRSA Offices, River Road
SEPTEMBER 25, 2017	7:30 PM	SBRSA Offices, River Road
OCTOBER 23, 2017	7:30 PM	SBRSA Offices, River Road
NOVEMBER 13, 2017	7:30 PM	SBRSA Offices, River Road
DECEMBER 18, 2017	7:30 PM	SBRSA Offices, River Road

3. That for the purposes of public inspection, a copy of this Resolution shall be forthwith:
 - (a) Posted on the Princeton Municipal Building bulletin board and remain so posted throughout 2017;
 - (b) Mailed to the Trenton Times, Princeton Packet, Central Post, Hopewell Valley News and Pennington Post;
 - (c) Posted on the Stony Brook Regional Sewerage Authority website www.sbrsa.org;
 - (d) Filed with the Clerks of Hopewell Borough, Hopewell Township, Pennington Borough, Princeton, South Brunswick Township and West Windsor Township;

- (e) Mailed to those persons who have requested and paid any required charge for copies of the schedule and revision thereto, and shall be promptly mailed to those persons who shall hereafter make such request and prepay such charge by the Stony Brook Regional Sewerage Authority at their Board Meeting on December 19, 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

Resolution 2016-87, Designating the Official Newspaper of the Stony Brook Regional Sewerage Authority

Mr. Kantorek indicated that Resolution 2016-87 is for the designation of the official newspaper for the Authority. Mr. Kantorek explained that the Authority must, on an annual basis, designate two newspapers to receive advance notice of meetings and one official newspaper to advertise legal notices, bids etc.

Mr. Kantorek recommended approval of Resolution 2016-87, Designating the Official Newspaper of the Stony Brook Regional Sewerage Authority. So moved by Dr. Downey, seconded by Mr. Goldfarb and passed by a roll call vote of 5 to 0. Resolution 2016-87 follows.

**Resolution Designating the Official Newspaper
of the
Stony Brook Regional Sewerage Authority**

Resolution No. 2016-87

WHEREAS, The Open Public Meetings Act, Chapter 231 of the Laws of 1975, and more specifically, N.J.S.A. 10:4-8, requires that all public bodies at least once a year shall designate two newspapers to receive advance notice of Public Meetings, one of which shall be designated the official newspaper;

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

1. The designated newspapers of the Authority are:
 - A. The Times of Trenton (Trenton Times)
 - B. Princeton Packet

2. The official newspaper of the Authority is The Times of Trenton (Trenton Times).
3. The Executive Director is authorized to:
 - A. Forward a copy of this Resolution to two newspapers, one of which shall be the official newspaper of the Authority.
4. This Resolution shall take effect as provided by law.

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

Consultant List

Mr. Kantorek noted that the Consultant List was on the table. The list shows all the contracts that were awarded at the November Board meeting. There are no contracts pending award tonight.

Dr. Bartolini indicated that this may be the time for Mr. Goldfarb to discuss/comment on the Memorandum Regarding Contracting for Professional Consultants from the November Board meeting.

Dr. Bartolini explained that he had written the memorandum several months ago in anticipation of the November Board meeting when the consultants are appointed for the new fiscal year. There are always questions regarding the process the Authority uses for awarding these contracts. The memorandum also addressed the use of a "Consent Agenda". Chairman Bartolini noted that if there are questions regarding one of the consultants, that particular consultant could be removed from the Consent Agenda for discussion and/or clarification. Dr. Bartolini indicated that the Board asked Counsel and staff to incorporate this process into an official policy to document the process.

Mr. Goldfarb stated that he had no problem with the once a year process and no problem with the staff's suggestions. However, he does have a problem with the Board agreeing to rubber stamp every suggestion that staff makes. Chairman Bartolini indicated that the memorandum did not state that. Mr. Goldfarb indicated that was the conclusion he drew when he read the memorandum and perhaps it was an incorrect conclusion to draw.

Dr. Bartolini indicated that it was the wrong conclusion to draw. That was not the intent of the memorandum. Chairman Bartolini stated that the Board placed the responsibility and the authority to staff to make appropriate recommendations for the Authority. There

is a time to question staff and a time not to question staff. We felt, as a Board, that these items were not something the Board wanted to question staff about unless the Board felt that it was something new, different or something that had happened during the course of the year.

Mr. Goldfarb indicated that he would agree that with construction change orders staff should operate under the assumption that their recommendations would be approved by the Board but that the Board does not agree in advance that these items would be approved.

Dr. Bartolini indicated that his memorandum stated that the Board would not be agreeing in advance when approving consultants. On the other hand, the Board does not want to make staff feel that the Board does not trust them.

Mr. Goldfarb stated that the other thing that is bad is that we (the Board) should not be directing who the consultant should be, for example, the attorney should not be chosen for political reasons but for reasons of quality and/or their value. If anyone does have concerns about the consultants, those concerns should be expressed during the course of the year and not in November.

Dr. Bartolini indicated that he thought he addressed that in the memorandum indicating that the Board is the final vote.

Mr. Goldfarb stated that there is a closeness between staff and the consultants, which is a cause of concern. That is not to say that staff and the consultants should not remain with the Authority but is a cause of concern. Mr. Goldfarb explained that in some cases it is a previous employment relationship and it is something that the Board needs to be aware of and pay attention to. Mr. Goldfarb stated that the Board does not want to create a road map which provides an opportunity whereby staff can say to the consultants that the Board will do whatever I say and, by the way if I get you appointed you are going to do something nice for me. The Board should not want to show any staff member who may be in difficult financial circumstances or tempted for any other reason that this is what you have to do.

Chairman Bartolini reiterated that this is the best staff he has worked with in his 36 years of serving on the Board as well as serving on many different committees and commissions. That is the one thing he does not have to worry about or all the other myriad of things that potentially go together in a highly politicized environment. Mr. Goldfarb indicated that he does not worry either, but on the other hand, the Board should not want to create through an inadvertence the temptation. Every staff member should be aware that the Authority has an ethics policy and that there are laws in place. Mr. Goldfarb noted that if he became aware of any ethics violations he would not discuss the matter here (Board Meeting) but would go directly to the enforcement people.

540.04 Planning and Administration

Mr. Kantorek reported that the most current 12-month average daily River Road plant flow is 8,541,747 gpd with 851,427 gpd of approved but inoperative flow for a total committed flow of 9,393,174 gpd with 3,666,826 gpd or 28.08% of available capacity. The most current 12-month average daily flow at the Hopewell Plant is 214,746 gpd with no inoperative flow, for a total committed flow of 214,746 gpd with 28.42% or 85,254 gpd of available capacity. The Pennington Plant presently has 230,533 gpd as the most current 12-month average daily flow, with 31,290 gpd of approved but inoperative flow, for a total committed flow of 261,823 gpd, with 12.73% or 38,177 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 approved portion of the Heritage of Pennington project.

Mr. Kantorek noted that a recent article included in the Board book indicated that Bristol-Myers Squibb (BMS) plans to close its Hopewell Campus. However, the capacity portion appears to stay with the property. Prior to BMS ownership, Exxon Mobile owned the property which had that same flow capacity.

Mr. Kantorek indicated that when the property for the Pennington STP was purchased from Exxon Mobile, part of the agreement was that Exxon Mobile would have 25,000 gpd capacity given to them. It is the only site in the Authority that has a set flow.

Dr. Bartolini indicated that this needs to be documented and the details of the purchase need to be reviewed. Ms. Alexander noted that the original documents would need to be examined for the exact details of the purchase and if there is any expiration date associated with the agreement.

Monthly Flow Transmittal

The monthly flow transmittal for November was provided for information. Mr. Kantorek noted that several adjustments were made.

The meter verification conducted at the Millstone Pump Station on November 1st indicated that the meter was reading high by 0.95%. The meter certification conducted on December 1st indicated that the meter was reading high by 13.04%. The meter data was adjusted downward by 6.995% which is the average of the meter verification conducted on November 1st and the meter certification conducted on December 1st.

The meter was rechecked on December 2nd and December 9th and both times the meter was within $\pm 2\%$.

The Hopewell WWTP Influent Meter verification conducted on November 1st indicated that the meter was reading high by 0.12%. The meter certification conducted on December 1st indicated that the meter was reading high by 10.39%. The meter data was adjusted downward by 5.255% which is the average of the meter verification conducted on November 1st and the meter certification conducted on December 1st.

The meter was rechecked on December 2nd and December 9th and both times the meter was within $\pm 2\%$.

The meter verification conducted on the Pennington WWTP Influent Meter on November 1st indicated that the meter was reading low by 0.92%. The meter certification conducted on December 1st indicated that the meter was reading high by 6.56%. The meter data was adjusted downward by 2.82% which is the average of the meter verification conducted on November 1st and the meter certification conducted on December 1st.

The meter was rechecked on December 2nd and December 9th and both times the meter was within $\pm 2\%$.

540.05 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 in response to SBRSA's request to EPA for a waiver for the above reference project, EPA had requested additional information. The property owner provided that information to EPA. A copy of the letter was provided to the Board.

NJPDES Enforcement Requested

None.

Water Quality Management Plan Amendments

None

Allocated Flow Update

None.

540.06 Regulatory Report

Discharge Monitoring Report (DMR)

Mr. Rahimi reported that the Discharge Monitoring Reports for the month of October were submitted through the NJDEP online portal. No violations were reported.

Mr. Rahimi indicated that as of December 21, 2016 all DMR reports are required to be submitted online. A copy of the notice was provided to the Board.

Mr. Rahimi reported that staff is currently preparing the November DMRs.

Residuals Discharge Monitoring Report (RDMR)

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

Mr. Rahimi reported that staff is currently preparing the October RDMRs.

Air Reporting

Mr. Rahimi indicated that the stack test for Incinerator No. 1 is scheduled for January 9 through January 20, 2017.

Mr. Rahimi reported that staff met with PSE&G on November 30, 2016 to discuss the momentary power interruptions that the Authority has been experiencing at the River Road Plant. A detailed presentation was provided by Greg Olsen of PSE&G during which he explained how the power distribution system works and specifically to SBRSA.

Mr. Rahimi indicated that the commercial power blips (as SBRSA calls them) are disturbances to the power system as defined by PSE&G. PSE&G has indicated that these disturbances are typical throughout the system and cannot be avoided. Power disturbances are monitored by PSE&G and one such monitor is located nearby in the vicinity of the River Road Plant site. PSE&G was able to correlate most of the "power blips" that we provided to them from our Affirmative Defense letters to NJDEP with those recorded by the PSE&G monitor.

Mr. Rahimi noted that PSE&G indicated that there are devices that the customer can install to help "ride through" these disturbances without shutting down the equipment. These "contactor ride through devices" can be installed at the motor level up to the plant level. The least costly alternative would be to install these devices at the motor level since the power disturbances only have consequences on the incinerator equipment due to the new SSI regulations.

A brief discussion followed regarding the devices available for the equipment level for protection against these momentary electric disturbances.

Mr. Rahimi noted that there were no "power blips" during the month of November and the first eighteen days of December.

540.07 Safety

Mr. Irizarry reported that there were no accidents or injuries for this reporting period.

Mr. Irizarry indicated that as of December 14, 2016, Stony Brook Regional Sewerage Authority has gone 161 consecutive days without a "Lost Time Accident".

Mr. Irizarry reported that on October 26 and 27, 2016 the annual hoist inspection was conducted by Terex Services. Staff received the report that indicated the wire rope for the incinerator hoist needed to be replaced. The hoist wire rope was replaced on November 10, 2016.

Mr. Irizarry stated that staff continued with the assessment of the 2016 Kleinfelder Inspection Report to help determine and prioritize repairs. Staff has begun conducting repairs at Hopewell. A summary of the 2016 annual inspection will be presented at the January 2017 Board meeting.

Mr. Irizarry indicated that on November 15, 2016 the annual fire inspections were conducted for the Hopewell and Pennington Plants by the Hopewell Valley Bureau of Fire Safety. A copy of the report and the notice of violations and order to correct reports were provided to the Board. All items on the reports have been abated.

Mr. Irizarry reported that on November 16, 2016 the Environmental Joint Insurance Fund (EJIF) conducted its annual audit of the River Road Plant and Princeton Pump Station. The results of the inspection indicate that SBRSA provide pipe bollards around the above ground 1,000-gallon gasoline storage tank and loosen and pull back rubber testing boots on the 20,000-gallon No. 2 fuel oil underground storage tank piping sump. A copy of the report was provided to the Board.

Mr. Irizarry indicated that on November 21, 2016 the Joint Insurance Fund (JIF) conducted an inspection of Meter Stations No. 6, 7, North Ridge and Forrestal. A copy of the report was provided to the Board. All suggestions for improvement were completed along with repair of the raised water cover noted on page 2 of the report.

Training for this reporting period included:

- Workplace safety 101 training was provided in-house on December 6, 2016 for our newest employee.
- HAZCOM training was provided in-house for our newest employee on December 6, 2016.
- Confined Space Awareness with practical training was provided in-house for 2 employees.

Mr. Goldfarb asked what incentive would the Authority receive if the total number of points would be 100 rather than 99. Mr. Irizarry indicated that the incentive program is through the JIF and not the EJIF. Mr. Irizarry indicated that a plaque would be issued to the Authority.

Mr. Irizarry indicated that the Authority would never receive a 100 points with EJIF due to the floor drains in the buildings. (All building floor drains discharge to the process drain.)

540.08 Litigation

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

540.09 Operations Report

River Road Facility

Mr. Kunert noted that the necessary repair work to Incinerator No. 1 is currently being performed by Albertus Energy, Inc. in accordance with the bid specifications. The work being done is based on a report that was prepared and furnished to staff by Chavond-Barry Engineering. During this repair, additional work was found to be necessary in the afterburner section of the incinerator. A description of this additional work, as well as the cost to complete this work, is included in Change Order No. 1.

Mr. Kunert recommended approval of Resolution 2016-90, Authorizing the Approval of Change Order No. 1 to the River Road STP Multiple-Hearth Incinerator No. 1 Repairs Contract in the amount of \$4,847. So moved by Dr. Downey, seconded by Mr. Goldfarb and passed by a roll call vote of 5 to 0. Resolution 2016-90 follows.

Resolution Authorizing the Approval of Change Order No. 1 to the River Road STP Multiple-Hearth Incinerator No. 1 Repairs Contract

Resolution No. 2016-90

WHEREAS, the Stony Brook Regional Sewerage Authority at the November 14, 2016 Board Meeting awarded the River Road STP Multiple-Hearth Incinerator No. 1 Repairs Contract to Albertus Energy, Inc.; and

WHEREAS, there was additional unforeseen work which was not included in the original bid repair recommendations within the Inspection report furnished by Chavond-Barry Engineering; and

WHEREAS, the additional unforeseen work was discussed with Chavond-Barry Engineering and deemed necessary with the description and pricing listed below:

Description and amount of change order:

Furnish the necessary material, labor, tools, equipment, payroll taxes, and insurance to install the refractory lining in the roof of the afterburner that had fallen out due to worn/failed anchors.

\$ 4,847.00 Total Change Order Request

WHEREAS, this change order will increase the original contract amount of \$178,981.00 to \$183,828.00; and

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

NOW THEREFORE, BE IT RESOLVED by the Stony Brook Regional Sewerage Authority that it hereby approves this change order as described above to the River Road STP Multiple-Hearth Incinerator No. 1 Repairs Contract;

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

Recorded Vote:

	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

Mr. Kunert stated that all the Operators received annual incinerator refresher training on November 15 and 16, 2016. This training is required by the NJDEP and was conducted by KEMS.

Mr. Kunert indicated that staff conducted the annual scrubber inspections on Incinerators No. 1 and No. 2.

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 November and no odor complaints for the partial month of the December 2016 reporting period.

Dr. Bartolini commended Mr. Kunert for the notation on the odor graph for the fourteen odor complaints from the one homeowner and the apparent resolution of the afterburner.

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

Dr. Downey asked how long the Authority will continue to receive sludge cake from SRVSA. Mr. Kantorek indicated that SRVSA is still in talks with the EPA. The process is not moving quickly. Mr. Kantorek had a discussion with the Executive Director of SRVSA and he is not confident that they will obtain a Consent Agreement from the EPA. EPA has requested additional documentation from SRVSA.

Mr. Morehouse asked what the reasoning is behind the EPA requesting additional documentation. Mr. Kantorek indicated that because SRVSA missed the deadline, the additional documents may help to lessen the fines that will be assessed. Ms. Alexander indicated that due to the amount of time SRVSA has been out of compliance it becomes a Department of Justice issue which will delay things further.

540.10 Maintenance

Mr. Kunert reported that the rotor for Thickened Sludge Pump No. 3 seized on November 9, 2016 and was removed from service. Upon further inspection staff determined that there was damage to the stator and drive gear. The entire assembly was overhauled, tested and placed back into service.

Mr. Kunert indicated that on November 16, 2016 during a routine check of the Pennington Plant, the Operator on duty found that both sump pumps, located in the Operations Building basement, were not functioning properly and allowing water to back up onto the floor. Both sump pumps were removed and replaced with two new pumps from inventory.

Mr. Kunert explained that on November 21, 2016 during routine maintenance on the clinker grinder for Incinerator No. 1, it was discovered that the four bearings on the main shaft showed signs of excessive wear. The grinder was taken out service and the four bearings were replaced, tested and placed back into service with no incinerator down time.

Mr. Kunert reported that on November 22, 2016 Marshall Maintenance was on site to remove the shaft and fan wheel on Induced Draft Fan No. 1 for Incinerator No. 1. Once removed, the fan housing was cleaned and a spare shaft and fan wheel were installed with two new bearings. In addition, a laser coupling alignment was performed. The fan was tested and then placed offline until the current Incinerator repairs have been completed. The shaft and fan wheel that were removed will be sent out for machining and cleaning and will be placed back into inventory.

Mr. Kunert reported that the current monthly open work requests stand at nineteen (19). The preventative maintenance graphs show that SBRSA is currently averaging two (2) days overdue and the number of overdue units is approximately twenty-seven (27).

Dr. Bartolini asked if the Authority obtains parts from Granger and if so, do they keep our inventory. Mr. Kunert indicated that the Authority does obtain parts from Granger but the parts are stored at the River Road WWTP.

A brief discussion regarding storage space at a new Princeton storage building took place. Further internal discussions are required.

540.11 Construction Report

KEMS 2016 General Advice

Ms. Pchola reported that the stack test protocols for the next round of stack tests were submitted to NJDEP and the stack test for Incinerator No. 1 has been scheduled for January 9-13 and January 17-20, 2017.

Ms. Pchola indicated that staff received the revised Significant Modification request letter from KEMS for submission to NJDEP to modify our Title V Permit for compliance with the Subpart LLL regulations. Staff finalized their review and directed KEMS to submit the letter to NJDEP. Once NJDEP receives the letter, the Authority should receive a revised Title V permit which incorporates all of the new EPA regulations.

Phosphorous Impact Modeling Study

Ms. Pchola reported that a meeting between all parties (SBRSA, Somerset Raritan Valley Sewerage Authority (SRVSA), and Montgomery Township) participating in the phosphorus modeling study was held on December 12, 2016.

Ms. Pchola indicated that in summary the Raritan River segment from the Millstone River confluence to the head of tide has evolved as having naturally occurring high pH swings. The modeling results indicates that nutrient impacts (dissolved oxygen and pH conditions) would not be significantly different with stringent phosphorous limits/reductions from SBRSA, SRVSA or the Montgomery Township wastewater treatment plants. The model pH simulations results were based on existing conditions, no point sources (i.e. no treatment plant discharges) and natural conditions. The results indicated that there was little to no difference in the pH swings under these scenarios.

Mr. Kantorek indicated that even if there was no development, the level of phosphorus in the Millstone River would not improve the quality of the stream compared to the present day. However, the total phosphorous criterion still applies due to the high productivity. The next step is to establish a site-specific criterion in terms of pH and demonstrate that the natural condition is equal to the existing condition. Once established these findings will be presented to the NJDEP for discussion.

A brief discussion followed regarding other causes/conditions for high levels of phosphorus.

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 continues his review of the report with site inspections of the pump stations. A summary of the report with the status of the items will be provided to the Board at the January 2017 Board meeting.

Data Center

Ms. Pchola noted that staff met with members of GHD and their HVAC sub-consultant on December 5, 2016 to discuss the data center project.

River Road Filtration/Disinfection Byproducts Compliance Study

Ms. Pchola reported that Kleinfelder has reviewed the peak and recycle flow data provided by SBRSA, established peak and recycle flows for filter and ultraviolet (UV) system sizing, initiated an evaluation of the chloramination option, estimated the blending water quality for UV system sizing, and coordinated with manufacturers of enclosed and open channel UV disinfection systems to obtain technical and budgetary cost proposals.

Millstone Pump Station Odor Abatement System Evaluation

Ms. Pchola stated that the existing odor control system at the Millstone Pump Station is in need of replacement. It is suspected that the fiberglass vessel is leaking, the concrete pad continues to deteriorate (it has been repaired twice), and the effectiveness of the type of odor control is in question. Staff prepared a request for proposals (RFP) for the evaluation and recommendation for a new odor control system for the Millstone Pump Station. RFPs were sent to AECOM, GHD, Kleinfelder, and R3M.

Proposals from Kleinfelder, R3M, and GHD were received on December 13, 2016. Staff is currently in the process of reviewing the proposals.

Contract 16-1 Schwing Pump Replacement Project

Ms. Pchola reported that staff received approval from the Office of Equal Opportunity for the Contract Documents “front end” as related to the SED requirements for the project.

Ms. Pchola stated that the revised contract documents were submitted to NJDEP on December 6, 2016 for review and authorization to advertise.

Ms. Pchola noted that staff received the administrative site plan waiver from Princeton for the installation of the Schwing pump control panel enclosure.

Pennington WWTP Upgrade and Expansion

Ms. Pchola reported that Kleinfelder submitted the preliminary design report and the 30% contract drawings for our review and comment. Staff has scheduled a meeting with Kleinfelder on December 20, 2016 to provide comments on the design report and the 30% progress drawings.

Contract 14-1, SBRSA Emergency Generator Project

Ms. Pchola indicated that as of Pay Estimate No. 13 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 the insulation of the new generator exhaust piping, start-up and rotation check of the three (3) new roof exhaust fans, and installed the modified access doors and new wire trough for the existing sub-station switchgear.

Ms. Pchola noted that the change order proposal for the substation modifications is still being negotiated with TCI. On December 5, 2016 TCI submitted a preliminary shop drawing for comment. On December 8, 2016 Kleinfelder submitted a request for additional information. TCI will provide the original information along with the requested additional information as a formal shop drawing submittal for review and approval.

Contract 15-3 Ash Handling System Improvements

Ms. Pchola reported that on December 15, 2016 all additional electrical work was completed for the ash bridging "fix". BR Welding is in the process of scheduling the system integrator's site visit to complete the modifications to the PLC control system and expects to complete the new air injection system by the end of December 2016.

Contract 16-2, MA Effluent Channel Mixers

Ms. Pchola indicated that bids for this project were received and opened on December 14, 2016. Five (5) bids were received in amounts ranging from \$378,500 to \$477,000.

Ms. Pchola reported that the lowest bidder was Raymond Electrical Contractors, Inc. (REC). However there has been a protest from the second lowest bidder based on the fact that there is heating, ventilation and air conditioning (HVAC) work on the project (there is one new ventilation damper to be installed on the project) and the lowest bidder did not name an HVAC subcontractor.

Ms. Pchola explained that discussions with our attorney indicated that if there is a licensed HVAC employee within the firm and they intend to self-perform the work, then the contractor does not need to list themselves as the HVAC contractor in their bid.

Ms. Pchola reported that our attorney indicated that we needed to obtain clarification from the lowest bidder (REC) that no subcontractor for HVAC work was identified by REC at the time of bid because REC is performing the HVAC work as a general contractor with an HVAC licensed employee that was employed by REC at the time of the receipt of bid. REC did provide that information with a copy of the employee's HVACR license.

Ms. Alexander noted that subsequent to that information, the second lowest bidder also submitted documentation from the State Heating, Ventilating, Air Conditioning, and Refrigeration Contracting Law that indicates "In order to act as a "Master HVACR contractor," an individual shall be a bona fide representative of the legal entity licensed

pursuant to the provisions of this act.” “Bona fide” representative is defined as having an ownership interest. Counsel is in the process to determine if that is applicable to this project since it is only a small portion of the total project. The Authority has sixty (60) days to award the bid.

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

Ms. Pchola reported that as of Pay Estimate No. 2 this project stands at 55% complete. During the past reporting period Meridian completed the installation of all conduit, wire, and devices at the Pennington treatment plant and began the installation of conduit at the Hopewell treatment plant. On December 5, 2016 Verizon installed one additional telephone line at each treatment plant. The telephone lines will be used by the new fire/security systems for communication to the central monitoring station.

Contract 16-4, Incinerator Center Shaft Drive Replacement

Ms. Pchola reported that on December 13, 2016 a pre-construction meeting was held with the contractor, Iron Hills Construction Co., Inc. and Chavond-Barry Engineering. Iron Hills submitted a preliminary project schedule which indicates that the installation of the two drive units will be completed during the month of June 2017.

Contract 17-2, Odor Control Systems Carbon Replacement Project

Ms. Pchola indicated that staff is in the process of preparing the contract documents for changing out the carbon in the Sludge Cake Receiving and Millstone Pump Station odor control units. Although we are in the process of evaluating the type of odor control system for the Millstone Pump Station, the carbon is in need of replacement now. It is expected that the evaluation/recommendation, design and construction will not be completed until sometime in 2018.

Ms. Pchola stated that Contract 17-2 will be advertised on December 21, 2016 and bids will be received on January 18, 2017. It is anticipated that this project will be awarded at the January 2017 Board meeting.

CEMS Carbon Monoxide Analyzer Replacement

Ms. Pchola indicated that there has been no change to this project during the past reporting period. On December 8, 2016 SBRSA requested an update from the NJDEP, Bureau of Technical Services (BTS) on the review/approval of the CO analyzer Performance Specification Test (PST). BTS indicated that the review of the SBRSA report should be completed by the end of December 2016. Staff is hoping to have approval prior to the stack test in January 2017.

Plant Influent Flow Meter

Ms. Pchola explained that SBRSA staff continues with the 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 8.6% to -7.3% and the error for

the high-side transmitter has ranged from 5.01% to -3.66%. Staff will continue to collect weekly data. A copy of the comparison summary of the sum of our billing meters versus the River Road influent meter was provided to the Board. It was noted that this month only two calibration checks were conducted.

Information Technology

Mr. Thomas reported that staff received and installed the Verizon network extenders around the Operations Building and in the Engineering Trailer. Cellular coverage is now available in the required areas of the Operations Building.

Mr. Thomas indicated that staff received two (2) new servers to begin the migration of existing virtual infrastructure. These servers are to provide redundancy and quick recovery options in the event of hardware failure. Storage is being optimized for performance gains on all systems.

Mr. Goldfarb asked that since the Authority has installed Fios is Wi-Fi available. Mr. Thomas indicated that it is not available at this time.

Solar Project

Mr. Kantorek reported that on December 19th PSE&G shut off power to the River Road WWTP in order for AC Scott to inspect the switch gear and transformers. Mr. Kantorek noted that there were issues with the generator not holding sufficient voltage. The manufacturer of the generator was contacted and an adjustment was made on the generator and the test was completed. Mr. Kantorek indicated that the Solar Project is moving forward and completion is anticipated in June 2017.

540.12 Finance Report

Payment of Bills and Claims

Mr. Morehouse moved for approval of Resolution 2016-85 for the payment of bills and claims in the amount of \$1,362,174.31 with two signatures instead of three. The motion was seconded by Mr. Goldfarb. Mr. Goldfarb asked Mr. Sears if he verified Mr. Kantorek's request for reimbursement. Mr. Sears indicated that he did. Mr. Kantorek stated for the record that approximately \$400 was for the Construction Committee's lunch meetings, approximately \$400 for the use of his personal vehicle for business meetings and approximately \$70 for miscellaneous. This request for reimbursement is for the entire FY 2016.

The payment of bills and claims was passed by a roll call vote of 5 to 0. Resolution 2016-85 follows.

Resolution Regarding Payment of Bills and Claims

Resolution No. 2016-85

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 **\$1,362,174.31** 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 twelve-month period ending November 30, 2016 net income stands at \$1,438,050. The Authority continues to receive sludge cake from Somerset Raritan Valley Sewerage Authority (SRVSA). The Authority has total cash and investments of \$19,000,198 at an average interest rate of 0.32%. The current construction projects balance is \$16,432,550. Mr. Sears noted there are sufficient funds for these projects. The outstanding bond principal balance remains at \$21,007,958. The New Jersey Cash Management Fund yield is 0.15%.

Monthly Sludge Business Analysis

Mr. Sears reported that net income for the month of November is \$155,139 and the cumulative net income is \$1,615,801.

Resolution 2016-83, Adopting a Cash Management Plan

Mr. Sears recommended approval of Resolution 2016-83, Adopting a Cash Management Plan for the 2017 FY. Mr. Sears explained that the intent of the Plan is to provide that the decisions made in regards to deposits and committed investments will be done to ensure the safety, the liquidity and the maximum investment return. The Plan states who is authorized to take such actions which is the Chairman, the Treasurer, Chief Financial Officer and the Executive Director.

So moved by Dr. Downey, seconded by Mr. Morehouse and passed by a roll call vote of 5 to 0. Resolution 2016-83 follows.

**RESOLUTION OF THE STONY BROOK REGIONAL SEWERAGE
AUTHORITY ADOPTING A CASH MANAGEMENT PLAN**

Resolution No. 2016-83

WHEREAS, N.J.S.A. 40A:5-14 requires that the governing body must approve, by a majority vote, an annual cash management plan;

NOW, THEREFORE, BE IT RESOLVED by the SBRSA that the Cash Management Plan, attached hereto, is hereby approved for the fiscal year ending November 30, 2017 and that the Chief Financial Officer is directed to implement said Cash Management Plan in accordance with all applicable statutes.

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

Dr. Downey asked if any changes were made to the Plan for 2017. Mr. Sears indicated that no changes were made to the Plan.

Resolution 2016-84, 2017 Participants' Estimated Charge Resolution

Mr. Sears explained that the estimated year-end figures are unaudited, the base charges were calculated on the previous five-year average and the Project Debt Service Adjustment was based on the seven-year average.

Dr. Bartolini indicated that no additional debt is being added to the Debt Service Adjustment. There are two more years of the flow to be used in the calculations and four more years of payments after the last year of flow calculation.

Mr. Goldfarb stated that without the Debt Service and without a connection fee there is no means to assess new customers in order to reimburse those municipalities who invested in the plant. Dr. Bartolini indicated that this is not the Authority's responsibility but it would be up to the individual municipalities. Mr. Goldfarb commented that that does not always work and requested that this be discussed by the Board at a later date.

Following a brief discussion staff recommended approval of Resolution 2016-84, 2017 Participants' Estimated Charge. So moved by Dr. Downey, seconded by Mr. Morehouse and passed by a roll call vote of 5 to 0. Resolution 2016-84 follows.

2017 Participants' Estimated Charge Resolution

Resolution 2016-84

BE IT RESOLVED by the Stony Brook Regional Sewerage Authority on December 19, 2016:

1. Pursuant to Section 609(2) of the Bond Resolution, the Authority adopted an Annual Budget of Operating Expenses in the amount of \$15,305,414 for its fiscal year 2017 which commences December 1, 2016. A copy of the Annual Budget, as adopted, shall be promptly filed with the Trustee and the Consulting Engineer.
2. Pursuant to Section 406(B) of the Amended Service Contract, the Authority is required to estimate the "Net Annual Cost" for the ensuing fiscal year. For this purpose, "items of expense" are \$15,305,414; "items of receipt" are \$ 2,570,000. The "Net Annual Cost" which the Authority will use for computing the "Base Charge" is \$ 12,735,414.
3. Pursuant to Section 406(B) of the Amended Service Contract, the Authority, on or before December 20, is required to estimate the "Annual Charge" for each participant for the ensuing fiscal year. The "Annual Charge" is composed of (a) the "Base Charge" (b) the "Connecting Installment" and (c) the modified "Project Debt Service Adjustment". The "Connecting Installment" was included for the years 1984 to 1993 and no longer applies.
 - (a) The "Base Charge" is figured by allocating the "Net Annual Cost" among the participants in accordance with the Authority's estimate of each participant's expected proportion of actual flow for the ensuing fiscal year.
 - (1) The Authority hereby adopts the following percentages using flow estimates based on 5 years of average flow method as the allocation figures to be used for FY 2017:

Princeton	32.461%
South Brunswick Township	40.082
West Windsor Township	23.282
Hopewell Borough	1.600
Pennington Borough	2.575

- (2)(a) Applying these allocation percentages to the estimated "Net Annual Cost" produces the "Base Charge" component of the "Annual Charge" as shown below:

Princeton	\$4,134,067.06
South Brunswick Township	5,104,547.98
West Windsor Township	2,965,109.44
Hopewell Borough	203,794.46
Pennington Borough	<u>327,895.06</u>
TOTAL	<u>\$12,735,414.00</u>

- (b) The allocation factors, based on an average of flows from 2010 through 2016, (seven-year average) to be used for the computation of the "Project Debt Service Adjustment" are as follows:

Princeton	33.460%
South Brunswick Township	39.426
West Windsor Township	22.928
Hopewell Borough	1.616
Pennington Borough	2.570

- (c) The computation of the new modified "Project Debt Service Adjustment" produces the following figures:

Princeton	-391,566.49
South Brunswick Township	+189,961.19
West Windsor Township	+198,581.36
Hopewell Borough	+12,308.41
Pennington Borough	<u>-9,284.47</u>
TOTAL	<u>\$ 0.00</u>

Unless revised by the Authority the "Annual Charge" to the participants for the ensuing fiscal year will be:

	<u>Base Charge</u>	+	<u>Project Debt Service Adjustment</u>	=	<u>Annual Charge</u>
Princeton	\$4,134,067.06		-391,566.49		\$3,742,500.58
South Brunswick Township	5,104,547.98		+189,961.19		5,294,509.17
West Windsor Township	2,965,109.44		+198,581.36		3,163,690.80
Hopewell Borough	203,794.46		+12,308.41		216,102.87
Pennington Borough	<u>327,895.06</u>		<u>-9,284.47</u>		<u>318,610.58</u>
TOTAL	<u>\$12,735,414.00</u>		<u>0.00</u>		<u>\$12,735,414.00</u>

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 2016-91, To Appoint a Public Agency Compliance Officer

Staff recommended approval of Resolution 2016-91, To Appoint a Public Agency Compliance Officer. This is necessary for the Authority to fulfill its Affirmative Action

requirement. So moved by Dr. Downey, seconded by Mr. Morehouse and passed by a vote of 5 to 0. Resolution 2016-91 follows.

**RESOLUTION TO APPOINT A PUBLIC AGENCY
COMPLIANCE OFFICER**

Resolution No. 2016-91

BE IT RESOLVED, by the Stony Brook Regional Sewerage Authority that Madelene Karlowitsch be and is hereby appointed to serve as the Authority's Public Agency Compliance Officer (PACO) for the calendar year 2017 to fulfill the requirements of the Affirmative Action Office, Department of the Treasury of the State of New Jersey.

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 2016-92, Authorizing the Award of a “No Political Contributions Allowed” Contract for Non-Professional Service Vendors

Staff recommended approval of Resolution 2016-92, Authorizing the Award of a “No Political Contributions Allowed” Contract for Non-Professional Service Vendors. It is believed that the vendor, Aerzen USA Corporation who provides parts for blower repair, will exceed the \$17,500 “Play to Pay” threshold. So moved by Dr. Downey, seconded by Mr. Morehouse and passed by a roll call vote of 5 to 0. Resolution 2016-92 follows.

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

Resolution No. 2016-92

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

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

WHEREAS, the attached vendor(s) has completed and submitted a Business Entity Disclosure Certification which certifies that each vendor has not made any reportable contributions to a political or candidate committee served by the Stony Brook Regional Sewerage Authority in the previous one year, and that the contract will prohibit the attached vendor(s) 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 vendor(s) to enter into contracts by purchase order; and,

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

Year 2017 No Political Contribution Contracts:	
Company Name	Service
Aerzen USA Corporation	Parts for Blower Repair

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

Mr. Kantorek commended Mr. Sears for a fine job on the Debt Service Adjustment. Mr. Sears read the last report when the Debt Service Adjustment was changed in order to better understand the concept. It is a major accomplishment. The Board thanked Mr. Sears.

540.13 Personnel Report

The Personnel Report was provided for member information.

Mr. Kantorek reported that a second Operator VI, Kevin Estrada, began work on December 5, 2016. In addition, Kyle Stewart was promoted from an Operator I to Assistant Manager of Operations, Engineering and Maintenance. Kyle has worked in the Operations Department for six years. Mr. Kantorek indicated that this is a step in the succession plan. There was one Mechanic who submitted his resignation after fourteen years at the Authority. A candidate has been made an offer.

Mr. Kantorek indicated that Union negotiations have begun.

540.14 Correspondence

For information.

540.15 Old Business

None

540.16 New Business

Resolution 2016-81, Award of Contract for the Supply of Polymer

Mr. Kunert reported that bids were received on November 29, 2016 for the supply of liquid polymer. Two bids were received and the results are as follows:

	<u>12-Month Contract</u> Unit cost / Total	<u>24-Month Contract</u> Unit cost / Total
Coyne Chemical Co.	\$124,818.02 (0.8973/lb)	\$124,818.02/0.8973/lb (1st) \$124,818.02/0.8973/lb (2 nd) \$249,636.04 (2 Year Total)
SNF Polydyne Inc.	\$101,883.94 (\$0.847/lb)	\$101,883.94/\$0.847/lb (1st) \$107,898.34/\$0.897/lb (2nd) \$209,782.28 (2 Year Total)

Mr. Kunert indicated that two addendums were sent out regarding this bid contract. The first addendum extended the trial period and the second addendum rescheduled the actual bid opening date to a later date. This was done to maximize the potential number of bids. The average percent solids result of the Coyne Chemical trial was approximately 0.3% below the specified 19.0% solids required to qualify but they still chose to submit their bid.

Mr. Kunert explained that the total bid prices are calculated based on the polymer dosage rates experienced during the performance trial and the estimated annual sludge quantities. Due to changes in the nature of the sludge we process, the dosage requirements increase and decrease unavoidably. Because the polymer is purchased on a per pound basis the actual monies spent will be based on the actual amount of polymer used.

Mr. Kunert reported that the last contract, a two-year contract, was awarded to SNF Polydyne Inc. with a one-year price of \$0.93/lb. and a second year price of \$0.93/lb. for a total two-year bid price of \$191,416.32.

Mr. Kunert recommended that a two-year contract be awarded to SNF Polydyne Inc. in the estimated amount of \$209,782.28. So moved by Dr. Downey, seconded by Mr. Goldfarb and passed by a roll call vote of 5 to 0. Resolution 2016-81 follows.

RESOLUTION AWARDING CONTRACT FOR THE SUPPLY OF POLYMER

Resolution No. 2016-81

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

WHEREAS, the following sealed competitive bids were received by the Authority on November 29, 2016, as more fully set forth as follows:

	12-Month Contract Unit cost / Total	24-Month Contract Unit cost / Total
Coyne Chemical Co.	\$124,818.02 (0.8973/lb)	\$124,818.02/0.8973/lb (1st) \$124,818.02/0.8973/lb (2nd) \$249,636.04 (2 Year Total)
SNF Polydyne Inc.	\$101,883.94 (\$0.847/lb)	\$101,883.94/\$0.847/lb (1st) \$107,898.34/\$0.897/lb (2nd) \$209,782.28 (2-year Total)

WHEREAS, the average percent solids result of the Coyne Chemical trial did not meet the minimum specifications and thus the bid was considered to be non-responsive; and

WHEREAS, the Authority has determined that the bid of SNF Polydyne Inc. is the lowest bid; and

WHEREAS, the bidder, SNF Polydyne Inc. submitted a bid in the amount of \$101,883.94 (\$0.847 per pound) for the first year and \$107,898.34 (\$0.897 per pound) for the second year with a two-year total of \$209,782.28; and

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

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

NOW, THEREFORE, BE IT RESOLVED by the Stony Brook Regional Sewerage Authority that it hereby awards a 24-month contract to SNF Polydyne Inc. the

lowest responsive bidder; for the supply of polymer in the estimated amount of \$209,782.28; 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 Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel				X

Award of a Continuation of Liquid Sludge Agreement

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

Johnson & Johnson CPC at \$72 per 1,000 gallons from January 1, 2017 to December 31, 2017

540.17 Open to the Public

None.

540.18 Adjournment

As there was no further business to come before the Board, the meeting was adjourned at 8:58 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
January 16, 2017