

Minutes of Meeting #548, August 28, 2017 – Stony Brook Regional Sewerage Authority

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

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

MEMBERS ABSENT: Compton

CONSULTANTS: Alexander

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

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

548.02 Approval of Minutes

The minutes from the July 24, 2017 Board meeting were approved as presented on a motion by Mr. Goldfarb, seconded by Mr. Morehouse and passed by a vote of 4 to 0. Dr. Downey abstained.

548.03 Board Related Activities

Consultant List

The consultant list was provided for information. Mr. Kantorek indicated that there are no contracts pending award.

548.04 Planning and Administration

Mr. Kantorek noted that moving forward, the Capacity Status Report will contain two 12-month average daily flows. One will be related to the billing meters and one related to the plant's influent flow meter, which will be used for the Discharge Monitoring Reports and available capacity.

Mr. Kantorek reported that the most current 12-month average daily River Road plant flow is 9,258,457 gpd with 920,742 gpd of approved but inoperative flow for a total committed flow of 10,179,199 gpd with 2,880,801 gpd or 22.06% of available capacity. The most current 12-month average daily flow at the Hopewell Plant is 217,440 gpd with 300 gpd of inoperative flow, for a total committed flow of 217,740 gpd with 27.42% or 82,250 gpd of available capacity. The Pennington Plant presently has 241,338 gpd as the most current

12-month average daily flow, with 29,745 gpd of approved but inoperative flow, for a total committed flow of 271,083 gpd, with 9.64% or 28,917 gpd of available capacity. Mr. Kantorek noted that the inoperative flow total for the Pennington Plant is the unused portion of Bristol-Meyers Squibb (BMS) approved flow and the approved portion of the Heritage at Pennington project.

Monthly Flow Transmittal

Mr. Kantorek reported the meter certifications indicated that all the meters were within $\pm 5\%$ and no adjustments were made for the month of July.

Review of the hourly meter data at Meter Station No. 7 indicated that for a portion of each day on July 11th and 12th the meter was pegged at its maximum capacity. It was discovered that there was a clog in the parshall flume. The clog started at approximately 6:00 pm on July 11th and was cleared on the morning of July 12th when staff discovered the issue. The meter data for July 11th and July 12th was replaced with the average of the meter data on July 10th and July 13th.

Referring to the last page of the Capacity Status Report, Mr. Kantorek noted that the report now contains data for the River Road Influent Meter in addition to the River Road Influent Meter moving 12-month average. Mr. Kantorek indicated that the 3-month average for the Pennington STP has been removed since that data was not used.

Mr. Goldfarb asked staff if they had any theory as to why the influent meter numbers are higher than the billing meter data. Mr. Kantorek indicated that the influent meter is a Venturi Meter which is one of the most accurate meters and at this point there is no theory as to why this meter is reading higher.

A discussion regarding the influent meter followed.

548.05 Approval Requests and Actions

TWA-1 Approvals

None

Time Extensions

None

NJPDES Applications

None.

Water Quality Management Plan Amendments

None

Allocated Flow Update

Ms. Pchola noted the allocated flow figures were updated to include additional flow as follows:

900 Herrontown Road, Princeton: 2,500 gpd

548.06 Regulatory Report

Discharge Monitoring Report (DMR)

Mr. Rahimi reported that the Discharge Monitoring Reports for the months of June and July 2017 were submitted to NJDEP. No violations were reported. Mr. Rahimi noted that the Authority met its new chlorine limit in July.

Residuals Discharge Monitoring Report (RDMR)

Mr. Rahimi indicated that the May and June 2017 Residuals Discharge Monitoring Reports were submitted. All River Road parameters were compliant with the Authority's Air Permit requirements.

Mr. Rahimi reported that the semi-annual Residuals Discharge Monitoring Reports for Hopewell and Pennington were submitted. The results were within the expected ranges for these facilities.

Air Reporting

Mr. Rahimi stated that the 2nd quarter 2017 Excess Emissions and Monitoring Report was prepared and submitted by staff. There were no excess emissions reported during this monitoring period.

Mr. Rahimi reported that staff submitted the semi-annual 40 CFR 60, Subpart O report for the first six months of 2017 to USEPA. There were no excess emissions during this monitoring period.

Mr. Rahimi indicated that the semi-annual Title V Compliance report was prepared and submitted by staff electronically to NJDEP on July 31, 2017. The semi-annual compliance report in conformance with subpart LLL was submitted to the USEPA on August 1, 2017.

Mr. Rahimi reported that the 2nd quarter 2017 Incinerator Sludge Metals Report was submitted to NJDEP. No exceedances were reported for the monthly 12-month weighted

average or 15-month rolling average metals concentration limits or the 12-month rolling average lead or mercury emission limits.

Mr. Rahimi stated that on August 4, 2017 staff received a pre-draft copy of our Title V Permit (based on our significant modification request dated December 2, 2016) that incorporates the 40CFR62 Subpart LLL Federal Plan requirements for existing Sewage Sludge Incinerators (SSI), and the operating parameters established for the control devices.

Mr. Rahimi indicated that staff met with KEMS on August 17, 2017 to discuss the pre-draft permit. Staff indicated to KEMS the need to offer comments that will provide a permit that SBRSA can meet and not one that will cause a violation each time a power failure occurs, equipment malfunction, etc. Staff will also request a meeting with NJDEP to discuss our issues with the permit and specifically to explain how the incinerator operates with the safety interlocks in place. Once staff provides its written comments on the pre-draft permit, NJDEP will provide a draft permit. At that time, staff will have another opportunity to comment. Per discussions with the Authority's attorney, staff will have the opportunity to request an adjudicatory hearing once the final permit is received if issues are still unresolved.

Mr. Rahimi noted that the following affirmative defenses were submitted to NJDEP during this reporting period:

- On July 13, 2017 at 21:48 while operating Incinerator No. 1 with the RTO (OS27) we had a commercial power failure. At that time, all equipment to the incinerator shut off including all burners and sludge feed. There was sludge combustion in the incinerator with the bypass stack open.
- On July 17, 2017 at 14:39 while operating Incinerator No. 1 with the RTO (OS27), the SBRSA River Road facility experienced a commercial power blip. This resulted in a few incinerator components to shut down while leaving others unaffected. The scrubber system and ID Fan remained on-line throughout the duration of the event. At 14:39 sludge feed and the burners to the incinerator shut off and the duct to the Afterburner opened which at the time was under 1500 deg. F. At 14:41 the bypass stack was manually opened to keep the incinerator under a negative draft to reduce any risk of harm to personnel. At 14:42 the bypass stack was manually closed. The duct to the RTO opened at 14:53 which was above 1500 deg. F. Burners to the incinerator were relit at 14:55 and feed was resumed at 15:14.
- On July 20, 2017 at 22:31 while operating Incinerator No. 1 with the RTO (OS27) a belt broke on the Center Shaft (CS) Cooling Air Fan. This resulted in interlocks being triggered, feed stopped, all burners shut off and the valve that directs the flue gas from the wet scrubber unit to the WESP/RTO closed and the valve to the Afterburner opened. When the burners to the incinerator shut off there is an interlock that takes the RTO off-line (valve to the RTO closes and the valve to the Afterburner opens) to

protect the RTO from receiving non-combusted natural gas. At this time the Afterburner temperature was below 1500 deg. F. At 22:33 the CS Cooling fan was restarted and the burners were relit and the valve was opened to the WESP/RTO (the RTO was above 1500 deg. F during the entire event). Sewage sludge was inside the combustion chamber for two (2) minutes while the flue gas was directed through the Afterburner.

Mr. Rahimi reported that on August 18, 2017, the engineering staff had a preliminary discussion with AECOM's electrical engineer regarding "ride through" devices for select incineration equipment to try and alleviate the millisecond power interruptions that result in equipment shut downs. Staff will provide AECOM with the requested data. AECOM will provide a memo with alternatives to manage the millisecond power interruptions. This work will be conducted under the AECOM 2017 Advice Account.

Laboratory

Mr. Rahimi indicated that NJDEP Office of Quality Assurance (OQA) has validated the 2017 Proficiency Test Study results for all three facilities. Copies of the letters from the NJDEP were provided to the Board.

Miscellaneous

Mr. Rahimi reported that the renewal application for grit and screenings waste disposal (2017-2018) was approved by Waste Management of Pennsylvania on July 20, 2017.

Mr. Rahimi noted that the semi-annual phosphorus compliance report for the River Road Wastewater Treatment Plant was submitted to NJDEP on August 16, 2017.

Mr. Goldfarb asked what was the status of the Authority's appeal of the Notice of Violation (NOV) for chlorine produced oxidants (CPO). Ms. Alexander indicated that documentation was submitted to the NJDEP and on August 24, 2017, a conference call took place with the NJDEP. Ms. Alexander noted that an email was received on August 28, 2017 from the NJDEP indicating that they are considering a stay retroactive to the initial permit issuance and withdrawal of the NOV.

A brief discussion followed.

548.07 Safety

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

Ms. Pchola noted that as of August 22, 2017, Stony Brook Regional Sewerage Authority has gone 411 consecutive days without a "Lost Time Accident".

Ms. Pchola indicated that a copy of the Draft 2017 Kleinfelder Inspection Report was provided to the Board. Ms. Pchola indicated that she provided comments to Kleinfelder

regarding the Inspection Report. Staff has addressed many of the issues in the report and will provide the Board with a revised report at the September Board meeting.

Ms. Pchola reported that on June 23, 2017, the annual fire alarm inspection was conducted by Red Hawk Fire and Security. Staff has received the report and all systems were found to be in satisfactory condition.

Ms. Pchola stated that the annual inspection of the hoists and cranes was completed by Kone Cranes on July 20, 2017. A copy of the report noting the safety issues with five of the hoists was provided to the Board. Staff has received quotes and is in the process of scheduling those repairs.

Ms. Pchola noted that on July 27, 2017, the Safety Manager attended training for Underground Storage Tank (UST) Class A/B Operator training which is mandated by the EPA and DEP. A copy of the guidelines was provided to the Board. The training was completed and the proficiency exam passed.

Ms. Pchola reported that there are ten catch basins at the River Road facility that need repair along with some roadway patch work throughout the plant site. Staff received quotes and this will be discussed further in the finance portion of the meeting.

Training for this reporting period included:

- CPR/AED and First Aid was provided for twenty-three (23) employees by Certified Safety and Health on August 16, 2017.

548.08 Litigation

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

NJDEP issued a final permit modification to SBRSA on July 24, 2017, which established a Chlorine Produced Oxidant (CPO) Quantitation Level (QL) of 0.02 mg/l. SBRSA contends that this level of accuracy has not yet been attained utilizing the Colorimetric method of analysis, and accordingly, the permit modification did not resolve the contested issues regarding CPO and Sufficiently Sensitive Test Methods (SSTM) contained in SBRSA's NJPDES Permit. On August 23, 2017, a brief telephone conference was held with NJDEP wherein a discussion of the issue occurred, to be followed by the submission of additional information and further discussions. SBRSA filed a Request for an Adjudicatory Hearing and Stay relevant to the contested issues identified in the final NJPDES Permit Modification on August 24, 2017. A conference call with the judge is scheduled for September 18, 2017.

548.09 Operations Report

River Road Facility

Mr. Kunert reported that the River Road Facility has four Nitrification Clarifiers. Three of these clarifiers cannot be taken off-line and dewatered because the influent gates do not seat when closed. There are a number of common problems that can cause this, such as corrosion, broken and/or loose wedges or the gate(s) may simply be out of the track. The only way to determine what needs to be done to repair them is to dewater the section of Structure No. 3 known as the Nitrification Clarifier Splitter Box. This will require a complete plant shutdown and five diesel pumps. A large volume of water needs to be moved in a short time period to allow a crew to enter this structure, determine the problem and hopefully repair all three gates in one shutdown. Staff is currently obtaining quotes for rental of the diesel pumps and cost for a crew of approximately four workers to enter the structure when dewatered for evaluation and repair of the gates. Hopefully the repairs can be completed in the window of time that we provide.

Mr. Kunert indicated that the anthracite purchased for SBRSA's multi-media filters is on site lining each side of the roadway across from the filter building. Staff would like to perform this task during the two-day shutdown that is required as part of the emergency generator contract since there will be very little truck traffic during these two days. The crane company needs a two day notice prior to having a crane on-site.

Mr. Kunert stated that the new mixers in the Modified Aeration Effluent Channel were installed and are functioning normally. One of the mixers did trip out on "overload" when a large rag wrapped itself around the mixer within the first day of operation. The rag was removed and the problem was resolved. Staff tested their effectiveness by conducting settleometer tests with samples grabbed from the structure that immediately follows the effluent channel. The test confirmed that the mixers sufficiently keep the solids in suspension as designed.

Mr. Kunert reported that the Industrial Furnace Company was on-site the week of August 14, 2017 to complete the repairs on Incinerator No. 2. The incinerator was dried out and placed back into operation. Staff shutdown Incinerator No. 1 due to the failing step bearing. A plan is in place to address this problem. A detailed copy of the plan was provided to the Board.

Upstream Facilities

Mr. Kunert reported that on July 19, 2017 at 01:05 hours, the on-line Sodium Bisulfite Pump at the Hopewell Facility stopped running, therefore, this de-chlorinating chemical was not being added to the process as required. Staff believes that this occurred during a brief power blip and caused the pump to switch itself out of "Remote" and into "Local" mode. Due to the way our SCADA system is integrated with the PLC's, the SCADA system continued to show that the pump was running and that the speed was increasing in response to a rising ORP value. Staff did receive an alarm at the River Road WWTP on

the SCADA System at 01:15 hours reporting a higher than normal ORP reading at the Hopewell Facility. This issue was not discovered until 04:51 during a routine check of the SCADA System. Alarms are sent and visible on the SCADA alarm summary screen but unfortunately the Operator that conducted a routine SCADA check on the prior shift and did not switch back to the alarm summary screen which is the standard procedure.

Mr. Kunert indicated that once the problem was discovered, an Operator was dispatched to the Hopewell Facility and increased the sodium bisulfite feed manually. The ORP readings were back to normal at 05:43 hours. The Operator that was dispatched took a chlorine residual reading of the re-aeration tank and found it to be 0.8 mg/l prior to the problem being rectified. This excursion was caused by a mechanical failure and occurred during a low flow period with the average flow being approximately 75 gpm.

Mr. Kunert reported that staff is making some changes in-house in an effort to decrease our response time. The IT Department will be making changes to the alarm screen that will automatically return it back to this screen after 60 seconds of inactivity. Also an additional alarm will pop up regardless of which screen is up if an alarm situation should occur. Secondly, our Instrumentation Mechanic reprogrammed the chemical feed pumps which should keep this problem from happening when we experience a power blip. Thirdly, we are investigating and obtaining quotes to replace these chemical feed pumps with more reliable pumps in the future.

A Hotline call was made and a follow up letter was provided to NJDEP requesting an affirmative defense for an excursion that was due to a mechanical failure.

Odor Report

Mr. Kunert reported that staff received two Odor Complaints during the month of July and one odor complaint during the partial month of August. It was noted that all the odor complaints were from the same person. The full August number will be reported at the September Board meeting.

Customer Septage and Sludge Deliveries

The quantity of sludge cake, liquid sludge and gray water were all below their budgeted amounts for the month of July. Mr. Kunert noted that totals were down slightly due to non-receipt of sludge for a ten-day period.

548.10 Maintenance

Mr. Ireland reported that on July 31, 2017 the Backwash Return Pump No. 1 was taken offline due to a worn mechanical seal. The mechanical seal is one piece and required the pump to be totally disassembled. The pump was reassembled with a new mechanical seal, pump shaft, impeller, bearings and a new omega coupling. After reassembling the pump, it was tested and placed into operation. This pump was an action item on the Kleinfelder Annual Inspection Report.

Mr. Ireland indicated that Thickened Sludge Pump No. 3 was removed from service on August 14, 2017 due to a series of repeated overloads. Upon further investigation, it was discovered that the coupling was worn along with the stator and rotor. The pump was disassembled and rebuilt with spare parts from inventory, tested and placed back into operation.

Mr. Ireland stated that Belt Filter Press No. 3 was removed from service on August 7, 2017 to replace the upper and lower belts due to poor performance. Two new belts were installed and after the required break-in period the press was returned to service.

Mr. Ireland noted that one of the live bottom feed screws located in the Cake Storage Bin failed while in operation on August 17, 2017. The Cake Storage Bin provides dewatered sludge to Schwing Pump No. 4 that feeds both Incinerators. The storage hopper was emptied, cleaned and inspected for a possible obstruction. The tail bearing was found to be worn along with the tail gear. Both the tail bearing and gear were replaced, the screw was tested and placed back into service.

Mr. Ireland noted that the current monthly open work requests stand at sixteen (16). The preventative maintenance graphs show that SBRSA is currently averaging two (2) days overdue and the number of overdue units is approximately twenty-two (22).

548.11 Construction Report

Phosphorous Impact Modeling Study

Ms. Pchola reported that NJDEP is in the process of a detailed review of the modeling study and they are asking very technical questions which Kleinfelder is addressing.

Millstone Force Main Condition Assessment

Ms. Pchola stated that on August 17, 2017 staff received an email from Pure Technologies stating that during their preparation of the failure risk analysis, two (2) 36-inch pipe sections appear to be approaching the point where repairs are recommended. One section has 30 continuous wire breaks and one section has 35 wire breaks (25 breaks 3.5 feet from the joint and 10 wire breaks 17 feet from the joint).

Ms. Pchola indicated that on August 23, 2017, Pure met with staff and a member of R3M and presented the draft results of the failure risk analysis. Staff will provide Pure with some additional information by the week of August 28th so Pure can complete/modify their analyses. It is expected that the draft report with the failure risk analysis will be submitted for staff review by the end of September.

River Road Filtration/Disinfection Byproducts Compliance Study

Ms. Pchola indicated that Kleinfelder continues to work on the preparation of the draft report. Kleinfelder has completed the development of the budgetary capital and operation

and maintenance costs. At the request of staff, Kleinfelder provided a preliminary memo for the disinfection byproducts alternatives. A copy of Kleinfelder's memo was provided to the Board. It appears that UV Disinfection is the most cost effective method for the disinfection. This information was used in preparation of the 2017 Five-Year Capital Plan. Discussions with Kleinfelder indicated that they will submit the draft report to us by the end of August.

Odor Sampling and Evaluation

Ms. Pchola reported TRC provided the results/analyses of the odor sampling on August 4, 2017. Staff is in the process of compiling/reviewing this information. A summary of the results will be provided in the September Board Report.

2017 Five-Year Capital Plan

Ms. Pchola noted that included in the Construction Report was a copy of the Draft Capital Plan. The plan was provided to the Finance Committee for their review and comment and discussed at the Finance Committee meeting on August 11, 2017. The Plan was submitted (via email) to the Construction Committee on August 15, 2017 for review and comment.

Ms. Pchola stated that the most significant changes from last year's report were the changes in the schedule for the Disinfection Byproducts Project and capital costs for Pennington STP Upgrade and Expansion and the Hopewell STP Upgrade.

- The permit limits for Chlorodibromomethane (CDBM) and Bromodichloromethane (BDCM) have a compliance deadline date of July 1, 2019. It is believed that NJDEP will grant an extended compliance date if they determine SBRSA is moving forward with a plan to meet the permit limits.
- With the design of the Pennington STP Upgrade and Expansion completed, the capital cost estimate for this project has been refined. In addition, the capital cost for the Hopewell STP Improvements has also been updated using the Pennington STP estimate as a guide.

Chairman Bartolini commented that on the last paragraph under Financial Impact of Capital Projects section of the Five-Year Capital Plan, it indicates that unrestricted retained earnings will change from \$9 million to \$2.3 million in the next five years. Chairman Bartolini indicated that this may be something the Board would need to discuss and determine if we want to maintain \$3 million as the minimum for unrestricted retained earnings. Chairman Bartolini commented that we will need to keep monitoring this number and make adjustments as needed.

Mr. Kantorek explained that because we are so far into this year's budget staff believes there will be approximately \$500,000 to \$800,000 added to this year's unrestricted retained earnings. Mr. Kantorek indicated that for the next five years there was no surplus assumed since we do not know what that figure will be. Historically in a normal year the surplus

could range from approximately \$200,000 to \$300,000. Those funds essentially would be part of the \$3 million. Mr. Kantorek indicated that another means of funding the unrestricted retained earnings would be to eliminate small capital projects for one year. One year of no small capital projects would bring the fund up to the \$3 million.

Chairman Bartolini indicated that it is still something that needs to be monitored and discussed.

Mr. Goldfarb commented that most of the projects would most likely not be completed in the timeframe listed in the Plan. Each year the plan is updated and reviewed. Mr. Goldfarb also pointed out that the Finance Committee did not review the Five-Year Capital Projects per se. The Finance Committee agreed that the recommended projects could be financed.

Mr. Morehouse indicated that it is more of a philosophy/theory as to where capital comes from. There are many other methods for budgeting for capital funding and it is an important element. Mr. Goldfarb added that the other important element is to keep the participants' rate stabilized.

Mr. Morehouse indicated that it is a very good plan. We have discussed the plan using those sources of capital, however, if the Board does not agree in the funding sources, there are other ways to fund projects. If the Board does not agree with the unrestricted retained earnings figures, then the Board needs to set policy as to what the recommended minimum limit should be.

A discussion followed regarding how the Authority deals/funds an emergency and having enough cash available to at least fund the problem and then proceed to correct it. It was decided that staff will present the Board with various scenarios. It was also recommended that the Chairmen of the Finance and Construction Committees would work with staff in developing the scenarios.

Dr. Downey indicated that at the Construction Committee meeting, the Committee agreed that the most cost effective method for disinfection is the UV Disinfection. Dr. Downey asked Ms. Alexander if the Authority installs UV, would DEP allow a longer period of time to come into compliance. Ms. Alexander indicated that it may be possible.

A discussion regarding UV versus ammonia drip followed.

Pennington WWTP Upgrade and Expansion

Ms. Pchola reported that Kleinfelder submitted the draft 100% complete contract documents on July 10, 2017 for staff's final review and comments. Staff is in the process of reviewing the contract documents. A meeting is scheduled for September 7, 2017 with Kleinfelder to discuss our final comments.

Ms. Pchola noted that Kleinfelder has addressed comments from NJDEP (TWA Application), Mercer County Soil Conservation District and Delaware Raritan Canal

Commission. Staff submitted the application to the Mercer County Planning Board on August 11, 2017. Kleinfelder provided the backup documentation for this application. Kleinfelder's discussions with Hopewell Township indicated that we need to submit an application for site plan approval. It is anticipated that the site plan application will be submitted by August 31, 2017 for the September 28, 2017 Hopewell Planning Board meeting.

Millstone Pump Station Odor Abatement System Evaluation

Ms. Pchola reported that R3M has started the preliminary design of the project. Staff has provided R3M with the requested data.

Replacement of Nitrification Clarifier No. 2 Drive

Ms. Pchola reported that staff is in the process of preparing contract documents for the rehabilitation of this unit which will be a small capital project. This project cannot move forward until we repair valves in the splitter box to isolate the clarifier.

Ms. Pchola explained that the project will include the replacement of the drive, skimmer arm, and scum beach. The project will also include the replacement of the corroded carbon steel weirs and baffles with stainless steel weirs and baffles. Replacement with stainless steel will prevent corrosion and the need to sandblast and paint the carbon steel periodically.

Contract 14-4 SBRSA Pump Station Comminutor Project

Ms. Pchola indicated that the design of the project has been completed. However due to the priorities of other scheduled projects and the need to remove the grease from the Millstone Pump Station wet well prior to construction, this project has been scheduled for bid in 2019.

Contract 14-1, SBRSA Emergency Generator Project

Ms. Pchola indicated that this project stands at 94% complete. No payment application was submitted by the contractor this month. During the past reporting period, TCI installed and wired the new supply air dampers for the River Road Generator Room. On August 15, 2017 representatives of the generator manufacturer and switchgear manufacturer were on-site with TCI to begin the start-up and commissioning of the new equipment. During the start-up process it was discovered that several wires, cables, and terminations were not completed. Based on the amount of work required to get the wiring and terminations completed, TCI and the manufacturer representatives decided to stop the work and reschedule the commissioning until after the required wiring has been completed. TCI has been directed to provide a plan that identifies the remaining work to be completed and a new start-up schedule.

Contract 16-1 Schwing Pump Replacement Project

Ms. Pchola stated that MBE has begun submitting shop drawings for the project. The submittal for the new Schwing pumps is expected the week of September 11, 2017. On July 26, 2017, JDV the vendor for the replacement receiving bin equipment, was on-site to take field measurements and pick up our spare bin screw for templating.

Princeton Solar Project

Ms. Pchola indicated that during the last reporting period, the installation contractor (Miller Bros.) completed the installation of all the solar panels and string inverters. Miller continued the installation of conduits, cable trays, cables, wiring, and panels for the solar field. On August 22, 2017, commercial power to the River Road plant was interrupted for six (6) hours. During this outage, Miller and PSE&G removed the existing primary (13.2KV) supply to the River Road treatment plant and connected a new primary supply and the new solar switchgear to the plant.

Contract 16-2, MA Effluent Channel Mixers

Ms. Pchola indicated that as of Pay Estimate No. 1 this project stands at 43% complete. During the last reporting period, Allied completed the installation of the two basket strainers and all associated piping, relocated one unit heater, and completed the installation of the four (4) mixers in the MA tank effluent channel. On August 17, 2017, Allied and the mixer manufacturers' representative successfully completed the start-up of the new mixers and they are currently in operation. Allied plans to start demolition of the Hoffman Blowers in the Operations Building basement, associated ductwork and equipment starting the week of August 28, 2017.

Contract 16-4, Center Shaft Drive Replacement

Ms. Pchola reported that this project stands at 78% complete. No payment application was submitted by the contractor this month. On Monday July 24, 2017 Iron Hills and the VFD vendor, Willier Electric, reinstalled the motor on Drive No. 2 and completed additional testing on the motor/drive. It was determined that the vibration problem was caused by the motor. The VFD vendor and Iron Hills arranged to have a new different type motor installed on the drive. The new motor was received, installed, and tested. No abnormal vibration was observed with the new motor. SBRSA and CBE approved the replacement motor.

Ms. Pchola noted that with the vibration issue resolved, SBRSA will now complete a two (2) week operational test, scheduled to begin the week of August 28, 2017 for the new drive unit. Upon successful completion of the test, Iron Hills will begin the replacement of the drive for Incinerator No. 1.

Contract 17-3, Server Room and IT Office Improvements

Ms. Pchola reported that SHC continues the process of submitting shop drawings. The contractor's preliminary construction schedule indicates that they plan to mobilize and begin work in early October. The work is estimated to be completed by early November.

CEMS Carbon Monoxide Analyzer Replacement

Ms. Pchola stated that the PST reports from PACE Environmental have been submitted and received by NJDEP. NJDEP is in the process of reviewing the reports and expect to complete their review shortly.

Plant Influent Flow Meter

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

Information Technology

Mr. Thomas reported that the latest order of Dell workstations has arrived and are being imaged and configured for deployment.

Mr. Thomas stated that the Association of Environmental Authorities (AEA) IT Committee Meeting was held at River Road Plant site this month. Discussion topics included how to keep SCADA secure and when and how other authorities perform remote access to SCADA networks.

Mr. Thomas indicated that IT is working with the Operations and Instrumentation Departments to get our new weather station setup at the River Road Plant. The new station will be integrated into our existing SCADA environment with all history being recorded. The historical data will be useful when addressing odor complaints.

Mr. Thomas explained that IT continues to work with state contract vendors to get quotes for rewiring of the Operations Building for our network. On-site visits for the vendors are planned for the coming week. Our plan is to have this work conducted in conjunction with the new server room work.

548.12 Finance Report

Payment of Bills and Claims

Mr. Morehouse moved for approval of Resolution 2017-49 for the payment of bills and claims in the amount of \$1,027,501.86 with two signatures instead of three. The motion

was seconded by Dr. Downey and passed by a roll call vote of 5 to 0. Resolution 2017-49 follows.

Resolution Regarding Payment of Bills and Claims

Resolution No. 2017-49

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 **\$1,027,501.86** 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			

Introduction of the 2018 Budget

Mr. Morehouse reported that the Finance Committee met on August 11, 2017 to review the proposed 2018 Budget. Mr. Morehouse indicated that he had no comments or recommendations. Mr. Morehouse commented that the budget was well done. The budget did not use an over reliance on retained earnings, which is very important for the stabilization of the rate to participants; and did not use any unexpected revenue for the outside sludge business.

Mr. Sears reviewed some of the highlights of the proposed 2018 Budget.

Mr. Sears indicated that the increase to the participants is budgeted at 1.5% or \$187,906. There is a reduction in outside sludge revenues because Somerset Raritan Valley Sewerage Authority (SRVSA) will be discontinuing their disposal of liquid sludge to the Authority. Mr. Sears noted a reduction in debt service due to the new financing structure of the New Jersey Environmental Infrastructure Financing Program and the later than anticipated start of Pennington STP Upgrade and Expansion.

Treasurer's Report

Mr. Sears reported that net income for the eight-month period ending July 31, 2017 is \$698,801. The Authority has total cash and investments of \$19,680,805 at an average

interest rate of 0.40%. The current construction projects balance is \$15,445,135. Mr. Sears noted there are sufficient funds for these projects. The outstanding bond principal balance remains at \$20,184,184. The New Jersey Cash Management Fund yield is 0.22%.

Mr. Goldfarb questioned why the line item for Environmental Consultants in the fund expenditure summary was at 82% expended and possibly may exceed the budgeted amount. Dr. Downey indicated that it was for stack testing. The Authority performed stack testing in FY 2016 and FY 2017.

Monthly Sludge Business Analysis

Mr. Sears reported that net income for the month of July is \$69,350 and the cumulative net income is \$1,041,972. The net income for July reflects the absence of sludge from SVRSA and the ten-day non-receipt of sludge due to repairs to the incinerator.

Resolution 2017-50, Authorizing the Award of a “No Political Contributions Allowed” Contract(s) for Non-Professional Service Vendors

Mr. Sears noted that a memo was on the table from Mr. Irizarry outlining the details for the award a contract to Pave Patrol, LLC.

Mr. Sears recommended approval of Resolution 2017-50, Authorizing the Award of a “No Political Contributions Allowed” Contract(s) for Non-Professional Service Vendors. The vendor listed on this resolution is Pave Patrol, LLC. This type of resolution is prepared when the Authority has determined that a purchase will likely exceed \$17,500. So moved by Mr. Goldfarb, seconded by Dr. Downey.

Mr. Goldfarb noted that during the construction season there are paving contractors doing work for municipalities that have already paid the mobilization costs and may be willing to do small jobs. This should be an alternative for the future. Dr. Downey indicated that the Authority attempted to utilize that option for paving at one of the pump stations and it did not work out.

Mr. Sears noted that Mr. Irizarry contacted eleven (11) vendors and received one response.

The Resolution was then passed by a roll call vote of 5 to 0. Resolution 2017-50 follows.

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

Resolution No. 2017-50

WHEREAS, the Stony Brook Regional Sewerage Authority has a need to acquire goods or services as a no political contribution allowed contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate; and,

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

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

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

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

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

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

Year 2017 No Political Contribution Contracts:	
Company Name	Service
Paaver Patrol, LLC	Roadway Repair

<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			

Resolution 2017-51, Renewal of Membership in the New Jersey Joint Authorities Joint Insurance Fund (JIF)

Mr. Sears recommended approval of Resolution 2017-51, Renewal of Membership in the New Jersey Utility Authorities Joint Insurance Fund (JIF) for a three-year period. So moved by Mr. Goldfarb, seconded by Dr. Downey and passed by a roll call vote of 5 to 0.

**RESOLUTION FOR RENEWAL OF MEMEBERSHIP
IN THE
NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND (JIF)**

Resolution No. 2017-51

WHEREAS, the SBRSA is a member of the New Jersey Utility Authorities Joint Insurance Fund; and

WHEREAS, said membership terminates as of December 31, 2017 unless earlier renewed by agreement between the Authority and the Fund; and

WHEREAS, the Authority desires to renew said membership for a three (3) year period beginning on January 1, 2018 and ending on January 1, 2021;

NOW THEREFORE, BE IT RESOLVED as follows:

1. The SBRSA agrees to renew its membership in the New Jersey Utility Authorities Joint Insurance Fund for a three (3) years beginning on January 1, 2018 and ending on January 1, 2021 and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the Fund.
2. The Governing Body shall be and hereby are authorized to execute the agreement to renew membership annexed hereto and made a part hereof and to deliver same to the New Jersey Utility Authorities Joint Insurance Fund evidencing the Authority's intention to renew its membership.
3. The Stony Brook Regional Sewerage Authority agrees to be a participating member of the Fund for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership.

<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			

548.13 Personnel Report

The Personnel Report was provided for member information.

Mr. Kantorek noted that the new Operator VI started work on August 2, 2017. The Authority is now at its full budgeted number of employees, forty-six (46). With several retirements coming up this year and early next year and depending on the position, the Authority may hire to fill those positions prior to the employee leaving. Staff has planned for this succession in the budget.

548.14 Correspondence

For information.

548.15 Old Business

None

548.16 New Business

548.17 Open to the Public

548.18 And such other issues as may come before the Board

None.

548.19 Adjournment

As there was no further business to come before the Board, the meeting was adjourned at 8:45 p.m. on a motion by Mr. Patel, seconded by Dr. Downey and passed by unanimous vote.

Respectfully Submitted,

John Kantorek
Secretary

Recorded and Written by
Patricia Carlino
September 14, 2017