

Minutes of Meeting #562, October 22, 2018– Stony Brook Regional Sewerage Authority

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

MEMBERS PRESENT: Bartolini, Downey, Goldfarb, Morehouse

MEMBERS ABSENT: Compton, Patel

CONSULTANTS: Alexander

STAFF PRESENT: Bixby, Carlino, Doelling, Hess, Ireland, Irizarry, Pchola, Pizarro, Sears, Stewart, Thomas

Ms. Pchola introduced Chris Doelling and Chris Pizarro. Chris Doelling is the new Manger of Engineering and Chris Pizarro is the new Project Manager and Resident Representative for the Pennington WWTP Upgrade and Expansion Project.

The Board welcomed them.

562.01 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.

562.02 Approval of Minutes

The minutes from the September 24, 2018 Board meeting were approved as presented on a motion by Dr. Downey, seconded by Mr. Goldfarb and passed by a vote of 4 to 0.

562.03 Board Related Activities

Consultant List

The consultant list was provided for information. Ms. Pchola stated that there are no contracts pending award.

562.04 Planning and Administration

Ms. Pchola reported that the current River Road Plant total committed flow is 11,324,504 gpd with 1,735,496 gpd of available capacity. The current Hopewell Plant total committed flow is 263,937 gpd with 36,063 gpd of available capacity. The current Pennington Plant total committed flow is 321,369 gpd and over capacity by 21,369 gpd.

## Monthly Flow Transmittal

Ms. Pchola indicated that no adjustments were made for the month of September. All meters were within  $\pm 5\%$ .

Ms. Pchola reported that Mr. Kantorek, Mr. Doelling and Dr. Bartolini attended a meeting with West Windsor Township (WWT) to discuss the flow trends from WWT. WWT indicated that they are in the process of installing temporary meters and will try to install these meters as close as possible to the Millstone Pump Station Meter and Meter Chamber No. 7. This is being done in attempt to ensure SBRSA's meters are accurate. Ms. Pchola noted that staff did notice that this month WWT and South Brunswick Township (SBT) flows are more in line with their historical flows. SBT flows reacted to rain in a similar manner as in the past and WWT flow did not respond as high to rainfall.

Mr. Goldfarb commented that if you look at the flows from September 2017 compared to September 2018, September 2017 was a relatively dry month and September 2018 was a wetter month. The percentage increase at the River Road WWTP was greater in WWT than both Princeton and SBT. In the month of September, it appears that WWT did not have a great deal of extraneous flow. Therefore, something big had to have happened between September 2017 to September 2018. The Authority needs to find out what it is or there will be a large adjustment to be made when SBRSA finally discovers it. Mr. Goldfarb indicated that he would not say that things are getting better.

Chairman Bartolini stated that SBRSA had a detailed discussion with the WWT's Engineer, Director of Public Works and the person in charge of WWT's sewers. WWT has been examining their data and cannot find anything different at this time. That is the reason why WWT is installing two temporary meters near SBRSA's meters to obtain real flow data and compare that data to SBRSA's flow data. It is anticipated that the meters will be installed in early November.

Mr. Goldfarb indicated that he had suggested, in an email, that staff look at the Princeton Forrestal Connector. Ms. Pchola noted that staff did review the meter data from Princeton Forrestal and its relationship to West Windsor and South Brunswick Township flows.

Chairman Bartolini stated that at this point there is only speculation. There is a need to have real data that points to something that can potentially identify the cause. By providing these two meters that are in close proximity to SBRSA's meters, we will be able to compare the flow data. That is why WWT is installing the temporary meters.

The discussion continued. Mr. Goldfarb indicated that the metering of Millstone and Meter Chamber No. 7 is only a part of the problem. There is no reassurance that the billing to WWT and SBT is correct.

Dr. Downey stated that there is an assumption being made that every community sees the same fluctuations. September is a classic month where River Road only saw five (5) inches of rain whereas the Hopewell and Pennington WWTPs saw eleven (11) inches of rain. The

flow at the Upstream Plants is higher than it has been. The Pennington WWTP is approximately 10,000 gpd over capacity compared to the River Road WWTP where the flows were not that high. We experienced some very intense and localized heavy rainfall.

A brief discussion regarding rainfall and the new meters continued.

Chairman Bartolini asked Ms. Pchola to discuss the article “West Windsor Council approves affordable housing settlement”. Ms. Pchola noted that the missing page from the article was on the table. The article states that the groundbreaking for the seventy-two (72) units was scheduled to take place the week of October 15<sup>th</sup>. Staff did some investigation of these units and found that they had been approved by SBRSA and were once part of a larger project. The flow from these units are already accounted for in SBRSA’s capacity totals.

Mr. Morehouse indicated that according to the article only Princeton has not reached a settlement with Fair Share Housing in Mercer County.

#### 562.05 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 reported the allocated flow was updated to include Princeton Ascend and Woodstone.

Ms. Pchola indicated that she received information October 22, 2018 regarding the Heritage at Pennington. The forty-four (44) units that SBRSA approved are built with twenty-eight (28) units connected to the sanitary sewer. The allocated flow will be updated to reflect real flow next month.

## 562.06 Regulatory Report

### Discharge Monitoring Report (DMR)

Mr. Rahimi reported that the following reports are under review or have been submitted to the NJDEP during this reporting period:

- The Discharge Monitoring Reports for the month of August were submitted to the NJDEP. No violations were reported.
- The September DMRs are currently being reviewed by staff.
- The quarterly bioassay for River Road and the semi-annual bioassay for the Hopewell and Pennington WWTPs were conducted in September and reported to the NJDEP on October 18, 2018. The results for this study were greater than 100% for all three facilities.

### Residual Discharge Monitoring Report (RDMR)

Mr. Rahimi reported that the July Residual Discharge Monitoring Reports (RDMR) were submitted to the NJDEP. All River Road parameters were compliant with the Authority's Air Permit requirements. Staff is currently reviewing the August RDMR.

### Air Reporting

Mr. Rahimi reported that staff is currently reviewing the 3rd quarter 2018 Excess Emissions and Monitoring Performance Report (EEMPR).

The following affirmative defenses were submitted:

- On September 18, 2018 there was an equipment malfunction (dual basket strainer was clogged) resulting in a scrubber alarm causing sludge feed to stop and the emergency bypass stack to open.
- On September 19, 2018 the online dual basket strainer was losing pressure due to algae buildup. Multiple attempts were made to rotate to the backup strainer. However, this resulted in an alarm condition causing sludge feed to stop and the emergency bypass stack to open.

Mr. Goldfarb asked why the dual basket strainer clogged on two consecutive days. Mr. Ireland indicated that it was a result of cleaning of the Final Tanks. The Final Tanks are cleaned approximately every six months.

## 562.07 Safety

Mr. Irizarry reported that as of October 15, 2018, Stony Brook Regional Sewerage Authority has gone 829 consecutive days without a "Lost Time Accident".

Mr. Irizarry indicated that on October 10, 2018 an employee was injured falling down the steps of the north stairwell in the Operations Building. The employee received treatment and was able to return to work full duty.

Mr. Irizarry reported that the anode replacement project for the 20,000-gallon underground fuel oil storage tank (UST) was awarded to Crompco. Staff received the sub-modification permit application on October 22, 2018. Staff will review the permit and return it Crompco so that they can submit it to the NJDEP.

Mr. Irizarry stated that the replacement leak detection monitoring system for the UST was awarded to J.W. Scott. The equipment for the system arrived on October 22, 2018.

Mr. Irizarry reported that on August 24, 2018 the Joint Insurance Fund (JIF) conducted an inspection of the Hopewell WWTP and review of the Authority's safety policies. The report identified two areas that needed to be addressed: (1) provide a shield for the exhaust system on the sludge storage trailer; and (2) install a chuck guard for the benchtop drill located in the garage of the Hopewell Plant. Staff has installed the shield for the trailer and ordered the chuck guard for the drill.

Mr. Irizarry indicated that on September 18, 2018 the Environmental Joint Insurance Fund (EJIF) conducted its annual audit of the underground storage tanks. Staff received the audit report on October 11, 2018. A copy of the report was provided to the Board.

Mr. Irizarry stated that staff has started the review of the 2018 Kleinfelder Inspection Report and is making some repairs based on necessity. Staff prepared a report of the Priority 1 items, along with their comments and status. A copy of the report was provided to the Board.

Mr. Goldfarb thanked Mr. Irizarry for pulling out the Priority 1 items pertaining to safety and providing some comments. One item that was identified as a safety item does not have a comment. Mr. Goldfarb asked Mr. Irizarry if he is in the process of putting comments on all the items. Mr. Irizarry explained that his process is to address some of the items, make sure all the repairs are completed and then move on to next set of items to be addressed. It would be too overwhelming to address all the items at once.

Mr. Goldfarb indicated that although that is true, he feels that Mr. Irizarry should put a comment on each of the items. In addition, on the items that Mr. Irizarry disagrees with Kleinfelder listed as Priority 1 that are related to safety, some indication as to why he feels that they are not Priority 1 or safety related should be indicated on SBRSA's summary. Mr. Irizarry agreed.

Mr. Irizarry stated that three training sessions took place during this reporting period.

#### 562.08 Litigation

The Litigation Report was provided for information.

Ms. Alexander reported that there was one change to the report regarding the EPA NOV.

Ms. Alexander indicated that SBRSA is in the process of preparing an extensive response to the EPA NOV letter. A meeting is scheduled with USEPA and NJDEP on October 25, 2018 at the EPA Offices in New York.

## 562.09 Operations Report

### River Road Facility

Mr. Stewart reported that at the River Road WWTP the chlorine contact tanks and the re-aeration tanks were cleaned. All the tanks were placed back into service.

Mr. Stewart stated that Industrial Furnace Company is making repairs to Incinerator No. 2.

Mr. Stewart indicated that the polymer trials concluded on October 19, 2018. Staff is currently reviewing the lab data from the trials and will forward the information to the vendors who participated in the trials.

Mr. Stewart explained that on October 12, 2018 at approximately 9:38 am, the Authority experienced a medium voltage surge at the River Road WWTP. The generators at River Road failed to engage. Staff contacted Highland Industrial Turbine Services (HITS) for the turbine generator and Centrica for the natural gas generator. The sequence during a power outage is that the turbine generator starts and stabilizes. The natural gas generator then starts, and both generators synchronize and supply power. With both generators synchronized, the liquid and sludge trains are operational.

Mr. Stewart indicated that staff speculates that the voltage surge caused the turbine generator to fault. Staff is investigating the situation to determine exactly why the turbine did not start. During the power outage partial treatment still took place. The River Road WWTP was without power for approximately forty (40) minutes.

Mr. Goldfarb asked if there is a risk to starting the generators manually. Staff indicated that without fully assessing the situation you risk damage to equipment and possible harm to employees. Staff needs to be confident that everything has been checked prior to starting the natural gas generator manually.

Mr. Stewart indicated that although the generators are load tested every quarter, this was a new scenario. Staff will try to re-simulate the voltage surge to determine if actual changes to the PLC logic and/or SOPs are needed.

Mr. Bixby explained that this was a unique situation in that the voltage surge tripped the commercial power breaker. The turbine generator faulted immediately; so, when the start signal came from the automatic transfer switch (ATS), the turbine never tried to start. The system was sitting and waiting for a signal. Staff is not sure how the PLC control logic responds to the turbine never starting. If the turbine starts and fails, then the natural gas

generator starts. Staff does not know if this scenario was ever considered. It is for this reason that staff wants to re-simulate this scenario to see how it does respond.

A brief discussion followed.

### Upstream Facilities

Mr. Stewart reported that both Upstream facilities operated well during this reporting period.

### Odor Report

Mr. Stewart reported that staff received one odor complaint during the month of September and one odor complaint during the partial October reporting period.

Mr. Goldfarb commented that the odor complaint on October 2, 2018 coincided with an issue at the plant. There was a noticeable odor on site (Sludge Thickener Tanks and Nitrification Tanks). Mr. Goldfarb indicated that in cases where there is an odor on site, it would be nice to contact the person and inform them of what was found on the plant site and that the odor was addressed.

Dr. Downey stated that there is not enough evidence to assume that the odor on the plant site is the same odor experienced offsite. No one from SBRSA was able to get to the site and determine if they found an odor there. Dr. Downey went on to say that every year in August the Authority has onsite odor sampling and evaluation performed. Odor samples are taken and measured from the plant site which are used to compare to samples taken at two locations in Montgomery Woods where, historically, odor complaints have been high. The odors in those two locations have been non-existent.

Mr. Goldfarb reiterated that the person should receive a call back from the Authority. Dr. Downey indicated that this person historically has not wanted to be called back.

Staff indicated that on that night, the winds were relatively calm and coming from the direction of Montgomery Woods and not from the plant. It was also noted that road paving was taking place on River Road at the time of the odor complaint.

### Customer Septage and Sludge Deliveries

The quantities of liquid sludge, sludge cake and gray water were below their budgeted amounts for the month of September. Mr. Stewart noted that the low amount of sludge cake was due to Schwing Pump testing but should be back on track in October.

### 562.10 Maintenance

Mr. Roga reported that the DC motor that operates the sludge cake storage bin feed screw No. 8 would not start. The motor was removed along with the cooling air fan motor and sent

to Lockwood Motor Repair. Both motors were returned, installed, tested and placed in standby.

Mr. Roga indicated that Mack Industries was onsite to replace the boiler at the Hopewell WWTP. The original boiler was having multiple burner failures over the last several years. Staff determined that a replacement boiler would be beneficial and more efficient. A new stainless-steel exhaust pipe was also installed at that time. The new boiler was tested and placed into standby at the end of September.

The current monthly open work requests stand at twenty-seven (27). The preventative maintenance graphs show that SBRSA is currently averaging three (3) days overdue and the number of overdue units is approximately four (4).

The list of completed Work Orders and Preventative Maintenance for the month of September 2018 was provided to the Board.

#### 562.11 Construction Report

##### 2018 Annual Inspection

Mr. Bixby reported that as Mr. Irizarry reported he pulled out the items from the Inspection Report pertaining to Safety. Engineering staff is still in the process of reviewing the 2018 Annual Inspection report.

##### Title V Permit

Mr. Bixby stated that SBRSA staff, Mr. Karl Monninger, of KEMS LLC and Ms. Alexander will be meeting on October 23, 2018 to finalize the response letter to EPA prior to the October 25, 2018 meeting.

Mr. Bixby noted that staff responded to NJDEP's request for additional information regarding reported hotline calls for equipment malfunctions. A copy of the letter was provided to the Board.

##### Odor Sampling and Evaluation

Mr. Bixby reported that staff had anticipated presenting the information to the Board at the October Board meeting but will present a summary of the odor evaluation at the November Board meeting.

##### Contract 18-3, Millstone Pump Station Odor Abatement Design

Mr. Bixby indicated that staff is in the process of reviewing the contract documents for this project. A meeting is scheduled with R3M for the week of October 29<sup>th</sup> to discuss staff's comments. Staff anticipates advertising for bids in the month of December.



### River Road WWTP UV Disinfection/Filtration Design

Mr. Bixby reported that Kleinfelder continues with the preliminary project work for the UV Disinfection and Filtration systems.

### Contract 14-1, SBRSA Emergency Generator Project

Mr. Bixby reported that this project stands at 94% complete. There are approximately seven (7) items remaining on the Punch List. These include the final inspection by the Princeton Building Department, HVAC issues and the as-built drawings. Mr. Bixby indicated that progress is being made and anticipates significant progress made by the end of November 2018.

### Contract 16-1, Schwing Pump Replacement Project

Mr. Bixby indicated that this project is approximately 69% complete. MBE completed the installation and start-up of Schwing Pump No. 5, completed the installation of the slide gate retrofit for Pump No. 4 and placed Pump No. 4 into service. MBE also completed the installation, start-up and testing of Pump No. 4. The testing of Pump No. 3 went well but Pump No. 4 needs additional adjustment.

Mr. Bixby reported that the contractor removed the temporary cover over the Operations Building roof opening and installed a tarpaulin in preparation for equipment removal the following day. Overnight on September 27<sup>th</sup>/28<sup>th</sup> a significant rain event occurred, and rainwater infiltrated the cover and entered the IT Manager's office. The rainwater damaged ceiling tiles, servers, networking equipment and other computer equipment. MBE has taken responsibility and is currently obtaining pricing for the damaged equipment and will replace the equipment. Copies of the photographs of the damage to the office and equipment were provided to the Board.

Mr. Goldfarb asked if staff received any alarms that there was a problem. Mr. Thomas indicated that the environmental sensors were destroyed by the water, but new fail safes are being implemented.

Mr. Bixby explained that during the startup of Schwing Pump No. 6, the pump was exposed to an excessive amount of sludge cake. While staff was operating the pump, dewatered sludge filled the pump feed screw hopper and overflowed out of the hopper and onto the pump. Operators used a hose to wash away the built-up sludge and water entered the maintenance box through at least one conduit fitting that was not properly sealed. The water corroded the electrical components inside the maintenance box leaving the pump inoperable.

Mr. Bixby indicated that discussions between MBE and SBRSA staff concluded that the damage to Pump No. 6 was caused by the conduit fittings that were not properly installed and sealed and that SBRSA's existing Standard Operating Procedures (SOPs) for cleaning the pumps was inappropriate for the new pumps. Staff has modified the SOPs to accommodate the new pumps. Staff and MBE agreed to split the cost for the replacement

of the maintenance box with each party paying 50% of the cost. MBE is also making modifications to accommodate the new pumps and components.

Staff recommended approval of Resolution 2018-64 Authorizing the Approval of Change Order No. 3 for the Replacement of the Maintenance Box for Pump No. 6 Damaged by Water in the amount of \$798.53. So moved by Dr. Downey, seconded by Mr. Goldfarb and passed by a roll call vote of 4 to 0. Resolution 2018-64 follows.

**Resolution Authorizing the Approval of Change Order No. 3 for the Replacement of the Maintenance Box for Pump Six for the Dewatered Sludge Handling Pump Replacement Project, Contract 16-1**

**Resolution No. 2018-64**

**WHEREAS**, on February 7, 2017, the Stony Brook Regional Sewerage Authority (SBRSA) issued a Notice to Bidders seeking the receipt of sealed public bids for the “Dewatered Sludge Handling Pump Replacement Project, Contract 16-1”; and

**WHEREAS**, the SBRSA at its May 1, 2017 meeting awarded the Dewatered Sludge Handling Pump Replacement Project, Contract 16-1 to MBE Mark III Electric, Inc. (MBE) in the amount of \$3,449,777; and

**WHEREAS**, during the start-up of Schwing Pump No. 6, the pump was exposed to an excessive amount of sludge cake; and

**WHEREAS**, during the cleanup of the sludge cake the SBRSA personnel used a hose to wash away the built-up sludge; and

**WHEREAS**, the water from the hose penetrated at least one conduit fitting that was not properly sealed and the conduit penetrations into the pump’s Maintenance Box; and

**WHEREAS**, the water ran down the inside of the conduit and into the maintenance box located on the pump corroding the electrical components inside the maintenance box rendering the pump inoperable; and

**WHEREAS**, discussions between MBE and SBRSA staff concluded that the damage to Pump No. 6 was caused by: 1) the conduit fittings not being properly installed and 2) applying direct hose flow to the electrical enclosure of the new pump which was deemed not to be appropriate; and

**WHEREAS**, Staff and MBE agreed to split the cost of the replacement maintenance box with each party paying 50%; and

**WHEREAS**, MBE submitted a change order in the negotiated amount of \$798.53; and

**WHEREAS**, the abovementioned changes to Contract 16-1 are more fully set forth and incorporated within the October 17, 2018 Contract Change Order No. 3 document in the amount of \$798.53 resulting in an adjusted contract amount of \$3,471,555.89; and

**WHEREAS**, the contract completion date for the project shall remain unchanged as a result of Change Order No. 3; and

**WHEREAS**, this project is funded through the New Jersey Environmental Infrastructure Financing Program (NJEIFP); and

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

1. The Executive Director is authorized and directed to execute Change Order No. 3 with MBE Mark III Electric, Inc. in the amount of \$798.53 resulting in an adjusted contract amount of \$3,471,555.89.
2. This Resolution shall take effect immediately; and

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

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

Contract 17-1 Pennington WWTP Upgrade and Expansion

Mr. Bixby reported that this project is 8% complete. CMS has completed the installation of the Gravity Thickener walls, started excavation and base slab formwork for two of the Primary Tanks, installation/backfill of the electrical conduit between the PACL Building and the north pull box and installation/backfill of the electrical conduit between the Operations Building and the main roadway. CMS continues to submit shop drawings for equipment and materials.

Mr. Bixby noted that Mr. Chris Pizarro has been assigned as the Resident Engineer for this project.

Mr. Morehouse asked if there were any concerns with the contractor. Mr. Bixby and Mr. Pizarro both indicated that there were none at this time.

Contract 18-1, Hopewell WWTP Primary Tank Sludge Collector Replacement Project

Mr. Bixby stated that there has been no change to this project. It appears that work will begin in the middle of November when the equipment is delivered.

River Road WWTP Commercial Power Protection Project

Mr. Bixby reported that this project stands at 97% complete. Rogers-Cipollono completed the installation, start-up and training for the new Uninterruptible Power Supply (UPS) system. It is anticipated that this project will be closed out in November.

The Fuel Combustion Air Fans are two of the devices that are included on the new UPS system. Mr. Bixby indicated that during the installation of the UPS wiring for the fans, the Authority's Lead Instrumentation Technician pointed out that the reduced voltage, non-reversing motor starter for the fans will always stay energized when on UPS power and could subject the fan motors to undue electrical stress during a restart after a power failure.

Mr. Bixby stated that this situation was reviewed with AECOM and they agreed that this was a potential problem. Staff suggested that a timer be installed in the fan control circuit. This would de-energize the fan control circuit after a power failure greater than forty-five (45) seconds. AECOM agreed with this suggestion.

Staff recommended approval of Resolution 2018-65 Authorizing the Approval of Change Order No. 2 for the Supply and Installation of Two (2) Timers for the Fuel Combustion Air Fans in the amount of \$1,712.00. So moved by Dr. Downey, seconded by Mr. Goldfarb and passed by a roll call vote of 4 to 0. Resolution 2018-65 follows.

**Resolution Authorizing the Approval of Change Order No. 2 to Install New Timers  
for the Fuel Combustion Air Fans for the  
River Road WWTP Commercial Power Protection Project, Contract 18-2**

**Resolution No. 2018-65**

**WHEREAS**, on June 1, 2018, the Stony Brook Regional Sewerage Authority (SBRSA) issued a Notice to Bidders seeking the receipt of sealed public bids for the "River Road WWTP Commercial Power Protection Project, Contract 18-2"; and

**WHEREAS**, the SBRSA at its June 25, 2018 meeting awarded the River Road WWTP Commercial Power Protection Project, Contract 18-2 to Rogers-Cipollono Electric, Inc. (R-C) in the amount of \$83,695; and

**WHEREAS**, the two Fuel Combustion Air Fans are two of the devices that are included on the new Uninterruptible Power Supply (UPS) system; and

**WHEREAS**, during the installation of the UPS wiring for the fans, the Authority's Lead Instrumentation Technician noted that the reduced voltage non reversing (RVNR) motor starter for the fans will always stay energized when on UPS power; and

**WHEREAS**, this condition could subject the fan motors to undue electrical stress during a restart after a power failure; and

**WHEREAS**, this situation was reviewed with the design engineer, AECOM, and the engineer agreed that this was a potential problem; and

**WHEREAS**, SBRSA Engineering staff suggested that a timer be installed in the fan control circuit; and

**WHEREAS**, the timer would de-energize the fan control circuit, after a power failure of greater than 45 secs; and

**WHEREAS**, AECOM agreed that this was a proper solution for the issue; and

**WHEREAS**, based on the abovementioned conditions, SBRSA requested that R-C provide a proposed change order to supply and install two (2) new timers for the Fuel Combustion Air Fans; and

**WHEREAS**, R-C submitted a change order in the negotiated amount of \$1,712.00; and

**WHEREAS**, the abovementioned changes to Contract 18-2 are more fully set forth and incorporated within the October 17, 2018 Contract Change Order No. 2 document in the amount of \$1,712.00 resulting in an adjusted contract amount of \$86,532.00; and

**WHEREAS**, the contract completion date for the project shall remain unchanged as a result of Change Order No. 2; and

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

1. The Executive Director is authorized and directed to execute Change Order No. 2 with Rogers-Cipollono Electric, Inc. in the amount of \$1,712.00 resulting in an adjusted contract amount of \$86,532.00.
2. This Resolution shall take effect immediately; and

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

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

Mr. Bixby reported that the monthly flow meter verification was conducted by staff on October 1, 2018. Preventative maintenance was completed for all field devices and process control loops.

Plant Influent Flow Meter

Mr. Bixby reported that staff continues with the calibration checks on the two (2) flow transmitters. The comparison summary of the sum of the billing meters versus the River Road Plant influent meter was provided to the Board.

Information Technology

Mr. Thomas reported that the equipment that was damaged by the rainfall from the roof included the UPS. While restoring services, they were put on smaller UPS equipment until the new units arrive. However, during the power outage on October 12, 2018, the smaller sized UPS provided only approximately five (5) minutes of power. Once the commercial power came back on services were quickly restored.

Mr. Thomas noted that the cables required for the phone system changes (to fiber optics) were installed by SBRSA’s Instrumentation Department. SBRSA is waiting for Verizon to complete the changes.

562.12 Finance Report

Payment of Bills and Claims

Mr. Morehouse moved for approval of Resolution 2018-59 for the payment of bills and claims in the amount of \$1,518,832.73 with two signatures instead of three. Seconded by Mr. Goldfarb and passed by a roll call vote of 4 to 0. Resolution 2018-59 follows.

**Resolution Regarding Payment of Bills and Claims**

**Resolution No. 2018-59**

**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 \$1,518,832.73 be approved for payment with checks bearing two authorized signatures instead of three authorized signatures.

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

Treasurer's Report

Mr. Sears reported that net income for the ten-month period ending September 30, 2018 is \$1,597,649. The Authority has total cash and investments of \$20,818,139. The current construction projects balance is \$13,157,555. Mr. Sears noted there are sufficient funds for these projects. The outstanding bond principal balance is \$18,016,279.

Resolution 2018-61, Authorizing the Award of a "No Political Contributions Allowed" Contract for the 2018 Audit to Suplee, Clooney & Company

Mr. Sears recommended approval of Resolution 2018-61, Authorizing the Award of a "No Political Contributions Allowed" Contract for the 2018 Audit to Suplee, Clooney & Company in the amount of \$20,100. So moved by Mr. Morehouse and seconded by Mr. Goldfarb.

Mr. Goldfarb stated that he feels the Finance Committee should have a role in recommending the auditing firm to the Board.

Mr. Morehouse indicated that it would be good, as a process, to involve the Finance Committee.

A brief discussion followed.

Resolution 2018-61 was then passed by a roll call vote of 4 to 0. Resolution 2018-61 follows.

**Resolution Authorizing the Award of a "No Political Contributions Allowed" Contract for the 2018 Audit to Suplee, Clooney & Company**

**Resolution No. 2018-61**

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

**WHEREAS**, the Stony Brook Regional Sewerage Authority “SBRSA” is in need of auditing services to be performed on the Financial Statements of the Authority for the fiscal year ending November 30, 2018; and

**WHEREAS**, Suplee, Clooney & Company has submitted a proposal indicating they will provide auditing services to the Stony Brook Regional Sewerage Authority for the year ending November 30, 2018 for a fee not to exceed \$ 20,100.00; and

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

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

**WHEREAS**, the Stony Brook Regional Sewerage Authority has Funds available in its current operating budget under line item appropriation Fiscal Audit.

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

1. That the Executive Director is hereby authorized to execute a professional services agreement between Suplee, Clooney & Company and the Stony Brook Regional Sewerage Authority, for the performance of the 2018 audit for the year ending November 30, 2018, as described herein, in an amount not to exceed \$ 20,100.00 without further authorization.
2. Notice of the within action shall be provided in accordance with N.J.S.A. 40A:11-5(1) (a) (i).
3. This Resolution shall take effect immediately.

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



Resolution 2018-62, Authorizing Contracts with Certain Approved State Contract Vendors for Contracting Units Pursuant to N.J.S.A 40A:11-12a

Mr. Sears recommended approval of Resolution 2018-62, Authorizing Contracts with Certain Approved State Contract Vendors for fiscal year 2018. The contracts are for bottled water and office supplies. Crystal Springs had the previous state contract for bottled water but W.B. Mason won the new contract for bottled water. W.B. Mason also currently has the state contract for office supplies. So moved by Mr. Morehouse, seconded by Mr. Goldfarb and passed by a roll call vote of 4 to 0. Resolution 2018-62 follows.

**RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED  
STATE CONTRACT VENDORS FOR CONTRACTING UNITS  
PURSUANT TO N.J.S.A. 40A:11-12a**

**Resolution No. 2018-62**

**Whereas**, the Stony Brook Regional Sewerage Authority, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

**Whereas**, the Stony Brook Regional Sewerage Authority has the need on a timely basis to purchase goods or services utilizing State contracts; and

**Whereas**, the Stony Brook Regional Sewerage Authority intends to enter into contracts with the attached Referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts; and

**Now, Therefore, Be It Resolved**, that the Stony Brook Regional Sewerage Authority authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors on the attached list, pursuant to all conditions of the individual State contracts; and

**Be It Further Resolved**, that the governing body of the Stony Brook Regional Sewerage Authority pursuant to N.J.A.C. 5:30-5.5(b), the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Chief Finance Officer; and

**Be It Further Resolved**, that the duration of the contracts between the Stony Brook Regional Sewerage Authority and the Referenced State Contract Vendors shall be from December 1, 2017 to November 30, 2018.

**Referenced State Contract Vendors**

Commodity/Service	Vendor	State Contract
Bottled Water, Office Supplies	WB Mason	<b>T-0002; T-0052</b>

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 2018-63, Authorizing the Award of a “No Political Contributions Allowed” Contract for Non-Professional Service Vendors

Mr. Sears recommended approval of Resolution 2018-63, Authorizing the Award of a “No Political Contributions Allowed” Contract(s) for Non-Professional Services Vendors. It is anticipated that these vendors will exceed \$17,500. All the proper documentation has been received.

So moved by Mr. Morehouse, seconded by Mr. Goldfarb and passed by a roll call vote of 4 to 0. Resolution 2018-63 follows.

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

**Resolution No. 2018-63**

**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 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 2018 (1 year) and may be extended as approved by this governing body; and

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

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

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

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

<b>Year 2018 No Political Contribution Contracts</b>	
<b>Company Name</b>	<b>Service</b>
Xylem Dewatering Solutions	Equipment Rental
Sherwood-Logan & Assoc.	Pump Supplies
Quill LLC	Office Supplies

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. Morehouse thanked Mr. Sears for the Solar Production graph. Mr. Morehouse asked if the total is total consumption. Mr. Sears confirmed that the bar represents total consumption and the portion of the bar in orange represents the solar production. It is estimated that solar is approximately 25% of the total electrical consumption.

A brief discussion followed.

Monthly Sludge Business Analysis

Mr. Sears reported that the net income figure for the month of September is \$64,832 and the cumulative net income is \$1,031,588.

Mr. Morehouse asked that last year’s Sludge Business chart be included in the December Board book for comparing the current year and the previous year.

562.13 Personnel Report

The Personnel Report was provided for member information.

Resolution 2019-60, To Participate in a Financial Incentive Program under the State Health Benefits

Ms. Pchola indicated that Resolution 2018-60 allows the Authority to participate in an incentive program under the State Health Benefits. Employees who enroll in one of the two tiered health plans would receive a monetary incentive and must remain in that plan for two (2) years. If they do not stay for the two years, the incentive would be forfeited on a prorated basis. A copy of the incentive structure was provided to the Board.

Chairman Bartolini asked if the employees are provided with the details of the plan. Ms. Pchola indicated that the employees are provided with the information.

Mr. Goldfarb asked if participating in the incentive program was advantageous to the Authority. Ms. Pchola stated that the Authority would save approximately \$6,000 per employee. Ms. Pchola noted that the incentive is offered to only new enrollments and not to employees already enrolled in the plans.

A brief discussion took place.

Ms. Pchola recommended approval of Resolution 2018-60, To Participate in a Financial Incentive Program under the State Health Benefits. So moved by Mr. Goldfarb, seconded by Dr. Downey and passed by a roll call vote of 4 to 0. Resolution 2018-60 follows.

**Resolution of the Stony Brook Regional Sewerage Authority to Participate in a Financial Incentive Program under the State Health Benefits**

**Resolution No. 2018-60**

**Whereas**, the Stony Brook Regional Sewerage Authority participates in the State Health Benefits Program; and

**Whereas**, the Authority wishes to offer the Financial Incentive Program to its employees who select to enroll into tiered network medical plans: Blue Cross Blue Shield OMNIA Plan or Aetna's Liberty Plan; and

**Whereas**, employees must remain in the tiered medical plans for a period of two years or the incentive will be forfeit on a prorated basis; and

**Whereas**, the Authority must execute a State Resolution to participate in the Financial Incentive Program.

**Now Therefore Be It Resolved** that John Kantorek, Executive Director, is authorized to execute the attached State of New Jersey Resolution to participate in the Financial Incentive Program under the State Health Benefits Program.

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

Ms. Pchola reported that there were three new hires this month: Manager of Engineering, Project Engineer and an Instrumentation Mechanic.

562.14 Correspondence

For information.

562.15 Old Business

None

562.16 New Business

Resolution 2018-58, Authorizing the Award of a Contract for the Supply of Sodium Bisulfite

Mr. Ireland reported that sealed bids were received on October 10, 2018 for the supply of Sodium Bisulfite. Four bids were received.

Mr. Ireland indicated that the low bidder was Coyne Chemical Co. at a unit price of \$1.6536 per gallon for the first year and \$1.6930 per gallon for the second year with a total two-year contract price of \$133,864.00. The previous contract was a one-year contract with Coyne Chemical Co. at a unit price of \$1.553 per gallon for a one-year price of \$62,120.00.

Staff recommended approval of Resolution 2018-58, Authorizing the Award of a Contract for the Supply of Sodium Bisulfite to Coyne Chemical Co. for a two-year contract in the amount of \$133,864.00. So moved by Dr. Downey, seconded by Mr. Goldfarb and passed by a roll call vote of 4 to 0. Resolution 2018-58 follows.

**Resolution Awarding Contract for the Supply of Sodium Bisulfite**

**Resolution No. 2018-58**

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 Sodium Bisulfite; and

WHEREAS, the following sealed competitive bids were received by the Authority on October 10, 2018, as more fully set forth as follows:

	12 MONTHS	24 MONTHS
Coyne Chemical Co	\$1.6536/gal/\$66,144.00	\$1.6536/gal/\$66,144.00(1st) \$1.6930/gal/\$67,720.00(2nd) Total 2 YR=\$133,864.00
Miracle Chemical Co.	\$1.975/gal/\$79,000.00	\$1.975/gal/\$79,000.00 (1st) \$2.025/gal/\$81,000.00(2nd) Total 2 YR=\$160,000.00
PVS Technologies Inc.	\$3.95/gal/\$158,000.00	No Bid
Univar USA Inc.	\$1.93/gal/\$77,200.00	No Bid

and,

**WHEREAS**, the Authority has determined that the bid of Coyne Chemical Co. is the lowest 24-month bid; and

**WHEREAS**, the bidder, Coyne Chemical Co. submitted a bid of \$1.6536 per gallon for the first year and a bid of \$1.6930 for the second year with a total 24-month price of \$133,864; 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.

**NOW, THEREFORE, BE IT RESOLVED** by the Stony Brook Regional Sewerage Authority that it hereby awards a 24-month contract to Coyne Chemical Co., the lowest responsive bidder for the supply of Sodium Bisulfite in the estimated amount of \$133,864.00; and

**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

562.17 Open to the Public

562.18 And such other issues as may come before the Board

None.

562.19 Adjournment

As there was no further business to come before the Board, the meeting was adjourned at 8:30 p.m. on a motion by Dr. Downey and seconded by Mr. Goldfarb and passed by unanimous vote.

Respectfully Submitted,

John Kantorek  
Secretary

Recorded and Written by  
Patricia Carlino  
November 5, 2018