

Minutes of Meeting #565, January 28, 2019 – Stony Brook Regional Sewerage Authority

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

MEMBERS PRESENT: Compton, Downey, Goldfarb, Morehouse, Patel, Vilaro-Munet

MEMBERS ABSENT:

CONSULTANTS: Alexander

STAFF PRESENT: Bixby, Carlino, Doelling, Hess, Ireland, Kunert, Pchola, Pizarro, Roga, Sears, Thomas

565.01 Vice Chairman Downey opened the regularly scheduled meeting at 7:30 pm. Vice Chairman Downey 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.

565.02 Approval of Minutes

The minutes from the December 17, 2018 Board meeting were approved as presented on a motion by Dr. Downey, seconded by Mr. Compton and passed by a vote of 5 to 0.

565.03 Board Related Activities

Dr. Downey explained that first order of business will be the administering of the Oaths of Office to two re-appointed Board members, Mr. Morehouse, Hopewell Borough and Mr. Goldfarb, Princeton and SBRSA's new Board member, Mr. Miguel Vilaro-Munet, West Windsor Township.

Ms. Alexander administered the Oaths of Office to Mr. Morehouse, Mr. Goldfarb and Mr. Vilaro-Munet.

The Board welcomed Mr. Vilaro-Munet.

Mr. Goldfarb asked if the Authority has corrected all the terms of our Board members. Staff indicated that they are working with the municipalities to correct the Board member terms. Terms will be corrected as Board members are appointed/reappointed.

Appointment of Nominating Committee

In preparation for February's reorganization meeting, Vice Chairman Downey appointed the Personnel Committee as the Nominating Committee.

Consultant List

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

565.04 Planning and Administration

Ms. Pchola reported that the current River Road Plant total committed flow is 12,317,831 gpd with 742,169 gpd of available capacity. The current Hopewell Plant total committed flow is 307,735 gpd and is over capacity by 7,735 gpd. The current Pennington Plant total committed flow is 363,817 gpd and is over capacity by 63,817 gpd.

Monthly Flow Transmittal

Ms. Pchola noted that several adjustments were made for the month of December.

Ms. Pchola indicated that due to an error discovered in the November meter verification calculation for the North Ridge Meter Station, the meter data for December 1, 2018 through December 3, 2018 was adjusted upward 13.69% to account for the average percent error between the November meter verification and the December 3rd quarterly certification.

Ms. Pchola reported that staff performed the monthly meter verification on January 3, 2019. The January 3, 2019 verification percent error was calculated at -16.18%. The W.G. Malden certification conducted on December 3, 2018 indicated that the meter was reading low by 1.17%. The North Ridge meter data for December 4, 2018 through December 31, 2018 was adjusted upward by 8.68% to account for the average percent error between the December 3rd quarterly certification and the January 3rd monthly verification.

Ms. Pchola indicated that as reported at the December Board meeting, a clogged flume caused inaccurate flow readings at the Princeton Forrestal Meter Station on December 1, 2, and 3, 2018. The meter data for December 3rd was replaced with the average flow measured on November 28th and December 4th. December 1st and 2nd was a weekend and weekend flows are historically lower than weekday flows. Staff performed an analysis and determined that the difference between weekend and weekday flow is approximately 18% lower. Therefore, an additional adjustment of -18.68% was applied to December 1st and 2nd to account for the weekend.

Ms. Pchola reported that the Princeton Farms meter drifted away from its zero beginning on December 4, 2018. SBRSA staff adjusted the meter zero on December 10, 2018 and the

meter was returned to service. The average daily offset was removed from the meter data for the period December 4 through December 10, 2018 and the flows were adjusted accordingly.

Ms. Pchola noted that staff continues to review historical flow data for South Brunswick Township and West Windsor Township. Staff has been informed by West Windsor Township that the temporary flow meters have been installed. SBRSA will review the data as it becomes available.

Vice Chairman Downey asked Ms. Pchola to write letters to our member municipalities advising them of the flow numbers and that some infiltration/inflow (I&I) work may be needed. Ms. Pchola agreed.

Dr. Downey stated that one additional issue needs to be addressed for the North Ridge Meter Station. Dr. Downey indicated that it is a historical flow correction issue that began in 2006. Staff presented calculations from the last five (5) years to show the impact of the issue.

A two-page handout was provided to the Board. Dr. Downey noted that page two of the handout compares the original calculated percent of annual flow and the revised calculation of the percent of annual flow. The correction represented in dollars is on page one.

Ms. Pchola explained that an SBRSA Instrumentation Technician conducted a review of the Authority's Excel spreadsheet meter verification/certification reports. During the review he discovered that there was an error in the percent error calculation for the North Ridge Meter Station. The calculation's formula was using data from the wrong cell. The Technician then went back and recalculated the new percent error using the correct cell.

Ms. Pchola indicated that using the new data, she re-calculated the annual flow distribution for all the member municipalities for the last five (5) years. Ms. Pchola explained that page two of the handout shows the revised percentage compared to the percentage that had been reported. Ms. Pchola reported that the Finance Department then calculated the dollar difference utilizing the new percentages. The dollar difference is presented on page 1 of the handout.

Ms. Pchola stated that the meter readings are correct, but the calculation of the percent error was incorrect. The large adjustment this month at the North Ridge Meter Station was based on this correction.

A discussion took place regarding the cause of the error and the correction. The Board agreed that the difference in the annual flow percentages was inconsequential and moving forward the calculations will be correct.

565.05 Approval Requests and Actions

TWA-1 Approvals

EPA Waiver Request, Hopewell Township, Block 46, Lot 15.02

Ms. Pchola stated that staff received a request from the Mercer County Planning Board to submit an EPA Waiver for an existing property with an existing single-family house and accessory building in Hopewell Township next to the Pennington WWTP Sewer Service Area (SSA). Currently, the property is not included in the SSA but has a failing septic system. The total flow for this property is 525 gallons per day.

Ms. Pchola indicated that staff received a resolution from the Borough of Pennington authorizing sewer service to this property, subject to the approval of an amendment to the Mercer County Wastewater Management Plan (MCWMP) and other deed restrictions. Ms. Pchola noted that Hopewell Township also provided a favorable memorandum dated December 21, 2018 regarding this property. Copies of the resolution and memorandum were provided to the Board.

Ms. Pchola reported that as part of the EPA Waiver, EPA requires that SBRSA indicate that the Pennington WWTP has capacity for this particular property. Staff anticipates that the plant upgrade and expansion will be completed at the end of 2019 or early 2020. Once the upgrade and expansion has been completed, there will be available capacity.

Ms. Alexander thought that SBRSA should not need to consider an EPA waiver because there is an existing structure on the property, unless it is a condition of the original EPA grant. Certain conditions were placed on grants issued by the EPA in order to avoid the secondary impact of development on wetlands. EPA took the stand that what has already been developed is developed; but on vacant lands there will be no building on wetlands. Any vacant property that is looking to develop on wetlands must go to the EPA for a waiver.

Vice Chairman Downey noted that the Pennington approval identifies this particular property as being in an environmentally sensitive area and has placed deed restrictions on the property that no further development can take place.

The applicant requested that SBRSA provide a letter requesting that the EPA waive the special grant condition applied to the SBRSA facilities to allow the Authority to provide service to Block 46, Lot 15.02 which contains environmentally sensitive areas.

Ms. Pchola noted that once the Pennington WWTP upgrade and expansion has been completed, a request will be submitted to SBRSA, as an amendment to the MCWMP, to add this property to our sewer service area.

Following a brief discussion, Resolution 2019-07, Request for Grant Condition Waiver, 100 Lewis Brook Drive in Hopewell Township (Block 46, Lot 15.02) was moved by Mr.

Goldfarb, seconded by Mr. Compton and passed by a roll call vote of 6 to 0. Resolution 2019-07 follows.

**Resolution Authorizing Endorsement of Request for Grant Condition Waiver
100 Lewis Brook Drive in Hopewell Township (Block 46, Lot 15.02)**

Resolution No. 2019-07

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

1. In furtherance of the condition imposed by the United States Environmental Protection Agency (USEPA) upon the grant for the construction of the SBRSA wastewater treatment plant (Construction Grant # C-34-704), the SBRSA hereby endorses and approves a Grant Condition Waiver request for a failing septic system located at 100 Lewis Brook Drive, Hopewell Township. This approval shall not constitute a representation by the SBRSA that capacity is, or shall be, available or shall be reserved for this project at the time of issuance of a grant condition waiver by the USEPA.

2. This endorsement is not to be construed as any future approval, nor any commitment for future approval and shall not supersede the requirement to obtain other approvals from the SBRSA, and other governmental entities having jurisdiction, before the premises are connected to the SBRSA system including, but not limited to, the approval of a Water Quality Management Plan (WQMP) Amendment and TWA-1 sewer extension application if applicable.

Recorded Vote:	Aye	No	Abstain	Absent
Harry Compton	X			
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			
Miguel Vilaro-Munet	X			

Time Extensions

None.

NJPDES Applications

None.

Water Quality Management Plan Amendments

Ms. Pchola noted that the Mercer County Planning Department is in the process of updating the Mercer County Wastewater Management Plan that was approved by the NJDEP in October 2013. Staff is in the process of providing the requested information to the Mercer County Planning Department.

Capacity Assurance

Ms. Pchola indicated that staff received a letter from NJDEP requesting a Capacity Analysis Report and a Capacity Assurance Report for the Hopewell Sewage Treatment Plant. A copy of the letter was provided to the Board. Ms. Pchola explained that staff is working with Kleinfelder to prepare the requested reports.

Allocated Flow Update

None.

565.06 Regulatory Report

Discharge Monitoring Report (DMR)/Residual Discharge Monitoring Report (RDMR)

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

- The Discharge Monitoring Reports for the month of November were submitted to the NJDEP. One violation was reported for Chlorine Produced Oxidants (CPO) Daily Maximum Loading which exceeded the permit limit of 1.38kg/day.
- The December Residuals Discharge Monitoring Reports were submitted to the NJDEP. There were no violations reported.
- The River Road Surface Water Discharge Waste Characterization Report for the second half of 2018 was submitted to the NJDEP.
- The quarterly bioassay for the River Road WWTP was conducted in November 2018 and reported to NJDEP on December 18, 2018. The results for this study was >100%.
- The October 2018 RDMRs were submitted to NJDEP. All River Road parameters were compliant with the air permit requirements.
- Staff is currently reviewing the November 2018 RDMRs.

Air Reporting

Mr. Rahimi indicated that the following reports are being prepared and/or reviewed:

- Staff is in the process of reviewing the 4th quarter 2018 Excess Emissions and Monitoring Report and the Federal 40 CFR 60 Subpart-O 2018 Semi-annual report.

- Staff is in the process of preparing the 2018 Subpart-LLL second half semi-annual deviation report, the Subpart-LLL Annual Compliance Report and the 2018 Emergency Bypass event report.

Mr. Rahimi noted that three affirmative defenses were submitted to the NJDEP.

565.07 Safety

Mr. Doelling reported that as of January 19, 2019, Stony Brook Regional Sewerage Authority has gone 924 consecutive days without a “Lost Time Accident”.

Mr. Doelling indicated that all issues from the November 28, 2018 Hopewell and Pennington fire inspections have been corrected. Staff has scheduled a site visit for January 29, 2019 with the fire inspector to verify that all issues have been corrected.

Mr. Doelling stated that staff is currently reviewing the indoor air quality report for the front office and the second-floor office area of the Operations Building.

Mr. Doelling reported that staff completed and submitted the NJDEP requested Financial Certification Questionnaire (FCQ) and the updated insurance policy for the underground fuel oil storage tanks at the River Road WWTP.

Mr. Doelling noted that the NJDEP has requested that an outer wall vacuum test be performed to confirm that no leaks exist in the 20,000-gallon fuel oil underground storage tank as part of the sub-modification permit requirements. The test was conducted on January 14, 2019 by Crompco and the results confirmed that there were no leaks.

Mr. Doelling stated that one training session took place during this reporting period.

565.08 Litigation

The Litigation Report was provided with the following updates.

Hopewell NJPDES Permit Concerns

Ms. Alexander reported that a telephone conference was held on January 9, 2019 regarding the appeal of the permit for the upstream facilities. DAG Dru advised the court that NJDEP has not yet issued the final permit, that it was under legal review, and that NJDEP intends to issue the draft shortly. The next status conference is scheduled for May 8, 2019. It is expected that a final permit will be issued by this date.

Pennington NJPDES Permit Concerns

Ms. Alexander explained that a telephone conference was held on January 9, 2019 with respect to the appeal of the permit for the upstream facilities. DAG Dru advised the court that NJDEP continues to evaluate options to resolve the issues raised, but that NJDEP has not finalized its proposal at this time. The next status conference is scheduled for May 8, 2019.

River Road Title V Air Permit

Ms. Alexander indicated the response addressing questions raised at the meeting of October 25, 2018 was submitted to the USEPA on December 20, 2018. A request for additional information was received from USEPA by email on December 20, 2018. SBRSA is currently preparing a response to that inquiry.

565.09 Operations Report

River Road Facility

Mr. Kunert reported that SBRSA switched from Incinerator No. 1 to Incinerator No. 2 on January 2, 2019. Incinerator No. 2 appears to be operating much better after changing the rabble pattern on hearth level No. 2. This change was made to each incinerator as outlined in the Authority's current incinerator repair contracts. Staff will be scheduling a de-slag and inspection of Incinerator No. 1 after the RATA tests which are scheduled to be conducted in March.

Upstream Facilities

Mr. Kunert reported that the Upstream facilities operated well during this reporting period. However, since this report was written, the cold temperatures are affecting the nitrification process. This can be seen by short periods of ammonia breakthroughs. However, ammonia levels are still below our permitted limit.

Odor Report

Mr. Kunert reported that staff received no odor complaints during the month of December and no odor complaints during the partial January reporting period.

Customer Septage and Sludge Deliveries

The quantity of sludge cake was above its budgeted amount, while the quantities of liquid sludge and gray water were below their budgeted amounts for the month of December. Mr. Kunert noted that SBRSA will be receiving approximately one hundred fifty (150) yards a week of sludge cake from Somerset Raritan Valley Sewerage Authority (SRVSA) for a period of six (6) weeks. SRVSA is experiencing issues with their incinerator.

565.10 Maintenance

Mr. Ireland reported that Backwash Return Pump No. 1 was removed from service. The pump was refitted with new bearings, a mechanical seal and a new eight-inch check valve. Once the installation was completed, the pump was tested and returned to service.

Mr. Ireland indicated that two existing 10,000-watt electric wall mounted heaters located in the Chemical Building Generator Room were replaced with two new 15,000-watt heaters to help improve temperature control for the equipment in the room.

Mr. Ireland reported that Fly Ash Slurry Pump No. 1 was removed from service. A new motor, pump pulleys and belts were installed, tested and the pump placed in standby.

The current monthly progress report and the list of completed Work Orders and Preventative Maintenance for the month of December 2018 were provided to the Board.

565.11 Construction Report

Mr. Doelling reported that there have been no changes to the status of the Upstream Facilities Process Evaluation/Planning Study and the Phosphorus Impact Modeling Study.

Title V Permit

Mr. Doelling indicated that the staff submitted the requested spreadsheets regarding the long-term and short-term risk for the incinerators for the Facility-Wide Risk Assessment and permit modifications to NJDEP. According to the Authority's environmental permitting consultant, the application will be approved, and emission limits will be incorporated into the Title V renewal when it is issued/approved.

Mr. Doelling stated that the additional information that was requested during the initial meeting with the EPA in October was submitted on December 20, 2018 by our attorney. On the same day, staff received a formal request for additional information. These additional questions are currently being reviewed and draft answers will be submitted to our attorney.

Mr. Doelling reported that as mentioned by Mr. Rahimi there are several reports due in the month of January.

River Road WWTP UV Disinfection/Filtration Design

Mr. Doelling reported that Kleinfelder continues with the preliminary design and addressing SBRSA staff's comments and concerns.

Contract 14-1, SBRSA Emergency Generator Project

Mr. Doelling reported that this project stands at 99% complete. Centrica was on-site and assisted IEM (manufacturer of the Generator Master Control Panel) in completing modifications and corrections to the master PLC and HMI programming. Thomas Controls completed the circuit breaker coordination study. Five (5) punch list items remain open.

Mr. Goldfarb asked if the issue of the two generators starting has been resolved. Mr. Doelling indicated that SBRSA experienced a power outage and the generators came on and ran for a period of time.

Contract 16-1, Schwing Pump Replacement Project

Mr. Doelling indicated that this project stands at 90% complete. The contractor is waiting on valves and piping. The valves have a 16-week lead time. MBE has completed twenty-one (21) of twenty-seven (27) punch list items.

Mr. Doelling stated that this project included a bonus/penalty clause for early/late completion of several items. Pumps No. 1, No. 2, No. 3 and No. 4 as well as bins No. 1 and No. 2 were completed in fewer days than stipulated in the contract, thus qualifying the contractor for a bonus for each unit.

Mr. Doelling indicated that Change Order No. 4 will compensate the contractor for the early completion and recommended approval of Change Order No. 4 in the amount of \$86,000.

Vice Chairman Downey noted that this was discussed in the Construction Committee meeting and that the contractor did a great job completing the installation of the specified equipment early. The Committee recommended approval of Resolution 2019-03, Authorizing the Approval of Change Order No. 4 for Early Completion Bonus for the Dewatered Sludge Handling Pump Replacement Project in the amount of \$86,000. The Resolution was moved by Mr. Patel and seconded by Mr. Compton.

Mr. Goldfarb asked if the incentive was put into the contract due to the potential loss of revenue if the pumps were out of service. Staff indicated that it was important to have these pumps operating as quickly as possible.

Mr. Goldfarb then asked if revenue generated from the early completion exceeds the amount of the incentive. Staff indicated that approximately \$8,600 per day could have been lost if the pumps were not operating.

Vice Chairman Downey indicated that to ensure there would be no delays and the potential for the pumps to be out of service is the reason SBRSA offered a bonus. The bonus was included in the contract documents.

Resolution 2019-03 was approved by a roll call vote of 6 to 0. The Resolution follows.

**Resolution Authorizing the Approval of Change Order No. 4 for the
Early Completion Bonus for the
Dewatered Sludge Handling Pump Replacement Project, Contract 16-1**

Resolution No. 2019-03

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 Board 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, the SBRSA at its May 30, 2018 meeting approved Change Order No. 1 in the amount of \$18,560.36, at its August 27, 2018 approved Change Order No. 2 in the amount of \$2,420.00, and at its October 22, 2018 approved Change Order No. 3 in the amount of \$798.53 resulting in an adjusted contract amount of \$3,471,555.89; and

WHEREAS, as an incentive for the Contractor to expedite the installation of critical pieces of equipment, Specification section CA.17a of the Contract documents specified a bonus equal to \$2,000 per day to be paid to the Contractor for each calendar day said equipment is placed into service to the satisfaction of the Owner, prior to reaching the end of the Interim Completion Period; and

WHEREAS, the critical equipment identified was Receiving Bin No. 1 & Schwing Pump No. 1, Receiving Bin No. 2 & Schwing Pump No. 2, Schwing Pump No. 3, and Schwing Pump No. 4; and

WHEREAS, the early completion bonus for the identified critical equipment was calculated as indicated in Table 1 below

Table 1

	Pump/Bin	Start Date	Completed Date	Elapsed Days	Specified Allotted Days for Completion	Difference	Calculated Bonus
1	4	06/05/2018	06/17/2018	13	21	8	\$16,000
2	3	10/02/2018	10/11/2018	10	21	11	\$22,000
3	1 / 1	10/24/2018	11/15/2018	23	35	12	\$24,000
4	2 / 2	11/27/2018	12/19/2018	23	35	12	\$24,000
5	Total Bonus					43	\$86,000

; and

WHEREAS, MBE submitted a change order request in the amount of \$86,000.00; and

WHEREAS, the abovementioned changes to Contract 16-1 are more fully set forth and incorporated within the January 14, 2019 Contract Change Order No. 4 document in the amount of \$86,000.00 resulting in an adjusted contract amount of \$3,557,555.89; and

WHEREAS, the contract completion date for the project shall remain unchanged as a result of Change Order No. 4; and

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

WHEREAS, in accordance with the NJEIFP, this change order is not eligible for reimbursement by the NJEIFP.

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. 4 with MBE Mark III Electric, Inc. in the amount of \$86,000.00 resulting in an adjusted contract amount of \$3,557,555.89.
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
Harry Compton	X			
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			
Miguel Vilaro-Munet	X			

Contract 17-1 Pennington WWTP Upgrade and Expansion

Mr. Doelling reported that this project is 17% complete. The contractor completed the concrete pours for Primary No. 2; rebar, piping and concrete installation for Secondary Settler No. 2. The electrician continued the installation of conduit and panels inside the Operations Building.

Contract 18-3, Millstone Pump Station Odor Abatement Design

Mr. Doelling indicated that the project was advertised for bids on January 23, 2019. A site visit is scheduled for January 29, 2019 and bids will be received on February 20, 2019.

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

Mr. Doelling stated that the project is 73% complete. The contractor removed all the existing equipment and completed the installation of the new equipment in Tank No. 2, including the installation of the new drive unit and manufacturer's start-up and training on the new equipment. The contractor discovered during the start-up of the new sludge collectors that the skimmer blades on Tank No. 2 were approximately 3-inches too high and will return to the site within the next two weeks to correct the issue.

Contract 18-5, Millstone Pump Station Parshall Flume Replacement Project

Mr. Doelling indicated that quotes were received on December 13th and all quotes were over the current bid threshold. Staff will review funding options after the Qualified Purchasing Agent (QPA) is appointed at tonight's Board meeting.

Process Control/SCADA

Mr. Doelling noted that the monthly flow meter verification/certification was conducted by W.G. Malden on December 3, 2018. Due to high flows, the South Brunswick low range meter was not certified. A follow-up visit was conducted by WG Malden to perform the quarterly certification of the South Brunswick low range flow meter on December 27, 2018.

The monthly flow meter certification was conducted by SBRSA staff on January 3, 2019.

Preventative maintenance was completed for all field devices and process control loops.

Plant Influent Flow Meter

Mr. Doelling reported that staff continues with the calibration checks on the two (2) flow transmitters to establish historical accuracy data on each transmitter. The comparison summary for the sum of the billing meters versus the River Road Plant influent meter was provided to the Board. There was a 4.7% difference between the sum of the billing meters and the River Road Plant influent meter.

Information Technology

Mr. Thomas reported that during the week of January 6, the phones at the River Road, Hopewell and Pennington plants were noisy and unusable. At the same time, we experienced communication issues with Meter Station No. 7. Mr. Thomas explained that it is not unusual to lose communication for several minutes, but communication was lost for several hours. IT investigated and resolved the issues on January 10, 2019.

Mr. Thomas explained that the Authority has been running one Firewall/Security appliance (WatchGuard). With our three-year renewal and upgrade, SBRSA has added a second appliance. The units will be configured in a redundant mode called High Availability (HA).

Mr. Thomas indicated that on January 20, 2019 the plant experienced a power outage and some servers did not continue running as expected. All servers were recovered. Staff is investigating the ability to remotely restore a server.

565.12 Finance Report

Payment of Bills and Claims

Mr. Morehouse moved for approval of Resolution 2019-04 for the payment of bills and claims in the amount of \$1,556,986.88 with two signatures instead of three. Seconded by Mr. Goldfarb and passed by a roll call vote of 6 to 0. Resolution 2019-04 follows.

Resolution Regarding Payment of Bills and Claims

Resolution No. 2019-04

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 \$1,556,986.88 be approved for payment with checks bearing two authorized signatures instead of three authorized signatures.

Recorded Vote:	AYE	NO	ABSTAIN	ABSENT
Harry Compton	X			
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			
Miguel Vilaro-Munet	X			

Treasurer's Report

Mr. Sears reported a net loss for the first month of the new fiscal year ending December 31, 2018 of \$36,393. This is due to the prepayment of several IT contracts. The Authority has total cash and investments of \$17,595,772. The current construction projects balance is

\$12,048,757. Mr. Sears noted there are sufficient funds for these projects. The outstanding bond principal balance is \$17,731,279.

Monthly Sludge Business Analysis

Mr. Sears reported that the net income figure for the month of December is \$58,866.

Resolution 2019-05, 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 2019-05, Authorizing Contract with Certain Approved State Contract Vendors for Contracting Units Pursuant to N.J.S.A.40A:11-12a. These contract vendors are for the purchase of goods and services for our operation.

So moved by Mr. Goldfarb, seconded by Mr. Compton and passed by a roll call vote of 6 to 0. Resolution 2019-05 follows.

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

Resolution No. 2019-05

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;

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, 2018 to November 30, 2019.

Commodity/Service	Vendor	State Contract #
Telecommunications Equipment	Avaya Inc.	T-1316
Influent Meters	Applied Analytics	T-0983
Data, NASPO, Software Licenses & Related Services	Dell Marketing LP	M-7000, M-0483, M-0003
Electrical Equipment & Supplies Electric Equipment & Supplies (Light Poles, Luminaires w/Associated Lamps)	Franklin Griffith LLC	T-0167 T-2419
Industrial/MRO Supplies & Equipment	Fastenal Company	M-0002
Misc. supplies and tools	Home Depot	M-8001
#2 Fuel	Majestic Oil	T-1845
Licenses & Related Services	PCM-G	M-0003
Unleaded Gas	Pedroni	T-0083
Express Courier, Delivery Service	UPS (United Parcel Service)	M-4000
Wireless Phones	Verizon Wireless	T-216A
Water, Bottled 5 Gallon, Office Supplies	WB Mason	T-0002, T-0052
Industrial/MRO Supplies & Equipment	WW Grainger	M-0002

Recorded Vote:	AYE	NO	ABSTAIN	ABSENT
Harry Compton	X			
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			
Miguel Vilaro-Munet	X			

Resolution 2019-06, Authorizing Stony Brook Regional Sewerage Authority to Increase the Bid Threshold and to Appoint a Qualified Purchasing Agent

Mr. Sears recommended approval of Resolution 2019-06, Authorizing Stony Brook Regional Sewerage Authority to Increase the Bid Threshold and to Appoint a Qualified Purchasing Agent (QPA). Mr. Sears indicated that the bid threshold would increase from \$17,500 to \$40,000 and that Jonathan Sears be appointed as the QPA.

So moved by Mr. Goldfarb, seconded by Mr. Compton and passed by a roll call vote of 6 to 0. Resolution 2019-06 follows.

Authorizing Stony Brook Regional Sewerage Authority to Increase the Bid Threshold and to Appoint a Qualified Purchasing Agent

Resolution No. 2019-06

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., permits local contracting units to increase their bid threshold, up to \$40,000.00, if a Qualified Purchasing Agent (QPA) is appointed and granted authorization to negotiate and award such contracts below the increased bid threshold; and

WHEREAS, Jonathan Sears possesses the designation of Qualified Purchasing Agent, as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.; and

WHEREAS, the Stony Brook Regional Sewerage Authority wishes to increase the bid threshold to \$40,000.00 and to appoint Jonathan Sears as Qualified Purchasing Agent.

NOW, THEREFORE, BE IT RESOLVED by the Stony Brook Regional Sewerage Authority, County of Mercer, New Jersey, as follows:

1. The Local Pubic Contracts Law bid threshold is hereby increased to \$40,000.00.
2. Jonathan Sears is hereby appointed as the Qualified Purchasing Agent (QPA) for the Stony Brook Regional Sewerage Authority and is authorized to exercise the duties of a purchasing agent pursuant to N.J.S.A.40A:11-2(30), with specific relevance to the authority, responsibility and accountability of the purchasing activity of the contracting unit.
3. The Chairman, or their designee, is hereby authorized and directed to take such ministerial actions as are necessary to effectuate the provisions of this resolution.
4. The Executive Director is hereby authorized and directed to forward a certified copy of this resolution, and a copy of Jonathan Sears certification as QPA, to the Director of the Division of Local Government Services as the purchasing agent of the Stony Brook Regional Sewerage Authority.

Recorded vote:	Aye	No	Abstain	Absent
Harry Compton	X			
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			
Miguel Vilaro-Munet	X			

565.13 Personnel Report

The Personnel Report was provided for member information.

565.14 Correspondence

No correspondence provided.

565.15 Old Business

None

565.16 New Business

Resolution 2019-01, Awarding the Re-bid Contract for the Furnishing, Delivery and Maintenance of Uniforms and Mats

Mr. Sears recommended approval of Resolution 2019-01, Awarding the Re-bid Contract for the Furnishing, Delivery and Maintenance of Uniforms and Mats to American Wear Uniforms for a three-year contract price of \$52,894.92. The Authority's last contract was a three-year contract for a total three-year cost of \$60,114.84. The resolution was moved by Mr. Goldfarb and seconded by Mr. Compton.

Mr. Goldfarb asked how this bid price compared to the bids that were rejected. Mr. Sears noted that the bid prices were lower, however, staff revised the bid specifications to use a different unit charge. The second time the Authority cancelled the bid due to an administrative error.

Resolution 2019-01 was approved by a roll call vote of 6 to 0. The Resolution follows.

Resolution Awarding the Re-bid Contract for the Furnishing, Delivery, and Maintenance of Uniforms and Mats

Resolution No. 2019-01

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 furnishing and delivery of personnel uniforms; and

WHEREAS, the following sealed competitive bids were received by the Authority on January 16, 2019, as more fully set forth in the attached Bid Tabulation Sheet:

	<u>2 years</u>	<u>3 Years</u>
American Wear Uniforms 261 N 18th Street East Orange, New Jersey 07017	\$35,263.28	\$52,894.92
UniFirst Corporation 940 River Road Croyden, PA 19021	No Bid	\$61,169.16

WHEREAS, the apparent lowest responsible bidder, American Wear Uniform submitted a bid in the total amount of \$52,894.92 for three years; and

WHEREAS, the bids have 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 the same have been determined to be in order; and

WHEREAS, the CFO has certified funds are available in the 2019 Budget Uniforms line account 4511. Only amounts for the 2019 Budget Year have been certified. Amounts for future years are contingent upon sufficient funds being appropriated; and

NOW, THEREFORE, BE IT RESOLVED by the Stony Brook Regional Sewerage Authority that it hereby awards the contract for the furnishing and delivery of personnel uniforms and mats to American Wear Uniforms in the total amount of \$52,894.92 for three years; and

BE IT FURTHER RESOLVED that the Bid Security of all unaccepted bidders be released or returned; 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
Harry Compton	X			
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			
Miguel Vilaro-Munet	X			

Resolution 2019-02, Awarding Contract for the Hauling and Disposal of Ash

Mr. Kunert reported that sealed bids were received on January 16, 2019 for the hauling and disposal of ash. Six bids were received. The total cost in the bid tabulation sheet reflects the hauling and disposal of two hundred sixty (260) 30 cubic yard containers per year weighing approximately 9 tons each. The total bid prices also reflect the tipping fee (disposal cost). The tipping fee included in the bid is the same for all haulers (as provided by SBRSA) in the estimated amount of \$170,820 per year. The tipping fee was subtracted from the total cost shown on the bid tabulation sheet. The recommendation for award of this bid was based solely on the cost for “Hauling” which was stipulated in the bid documents.

Mr. Kunert indicated that the Authority’s last contract was a 24-month contract awarded to Gary Gray Trucking, at an estimated total two-year price of \$229,840.00.

Mr. Kunert recommended approval of Resolution 2019-02, Awarding Contract for the Hauling and Disposal of Ash to Gary W. Gray Trucking Inc. for a period of twenty-four months at an estimated price of \$246,480. So moved by Mr. Morehouse, seconded by Mr. Compton and passed by a roll call vote of 6 to 0. Resolution 2019-02 follows.

Resolution Awarding Contract for the Hauling and Disposal of Ash

Resolution No. 2019-02

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 Hauling and Disposal of Ash; and

WHEREAS, the following sealed competitive bids were received by the Authority on January 16, 2019, as more fully set forth in the attached Bid Tabulation Sheet; and

WHEREAS, the bid tabulation sheet reflects the total for hauling and disposal; and

WHEREAS, the disposal cost in the Bid Proposal was provided by the Authority and as stipulated in the Bid Proposal will only be used for bid comparison purposes; and

WHEREAS, this contract is only for hauling ash to the specified disposal site; and

WHEREAS, the summary below reflects the estimated cost for hauling; and

	12-Month Contract Hauling Cost Total	24-month Contract Hauling Cost Total
Freehold Cartage Inc.	\$162,240.00	\$324,480.00
Spectraserv Inc.	\$154,772.80	\$309,545.60
Gary W. Gray Trucking Inc.	\$123,240.00	\$246,480.00
Mercer Group	\$146,770.00	No Bid
Russell Reid Company	\$159,900.00	\$319,800.00
Wuestco Waste	\$130,000.00	No Bid

WHEREAS, the Authority has determined that the bid of Gary W. Gray Trucking Inc. is the lowest bid for ash hauling; and

WHEREAS, the bidder, Gary W. Gray Trucking Inc. submitted a bid for a 24-month period for a total of \$246,480.00; 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 the same is determined to be in order; and

WHEREAS, the Chief Finance Officer has certified that funds are available in the 2019 Budget for the Ash Removal line account 3000-4509. Only amounts for the 2019 Budget Year have been certified. Amounts for future years are contingent upon sufficient funds being appropriated; and

NOW, THEREFORE, BE IT RESOLVED by the Stony Brook Regional Sewerage Authority that it hereby awards a 24-month contract for the Hauling and Disposal of Ash to Gary W. Gray Trucking Inc., the lowest responsive bidder; 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
Harry Compton	X			
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			
Miguel Vilaro-Munet	X			

565.17 Open to the Public

Mr. Compton introduced Ms. Pam Switlik from Pennington.

565.18 And such other issues as may come before the Board

565.19 Adjournment

As there was no further business to come before the Board, the meeting was adjourned at 8:41 p.m. on a motion by Mr. Patel and seconded by Mr. Compton and passed by unanimous vote.

Respectfully Submitted,

Antonia Pchola
Acting Secretary

Recorded and Written by
Patricia Carlino
February 8, 2019