

Minutes of Meeting #567, March 25, 2019 – Stony Brook Regional Sewerage Authority

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

MEMBERS PRESENT: Downey, Goldfarb, Morehouse, Switlik, Vilaro-Munet

MEMBERS ABSENT: Patel

CONSULTANTS: Alexander

STAFF PRESENT: Bixby, Christiano, Doelling, Hess, Ireland, Irizarry, Kunert, Pchola, Pizarro, Rahimi, Roga, Sears, Stewart, Thomas

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

567.02 Approval of Minutes

Chairman Downey asked for comments/questions on the minutes of the February 25, 2019 Board meeting minutes. Ms. Pchola noted that there are changes to the minutes. Ms. Pchola indicated that on page 1, paragraph 3, reads "Chairman Downey ..." should be changed to read "Vice Chairman Downey ...". Ms. Pchola also noted that on page 1, paragraph 4, line 1 reads "Mr. Compton, Chairperson of the Personnel Committee ..." should be read "Mr. Compton, Chairman of the Personnel Committee ...". On page 2, under Committee Assignments, all references to Chairperson have been changed to Chairman.

Chairman Downey explained that there was a question regarding how she would like to be addressed; Chairman versus Chairperson. According to Robert's Rules, Chairman is gender neutral and therefore, she will be addressed as Chairman.

The minutes were than approved as amended on a motion by Mr. Goldfarb, seconded by Mr. Vilaro-Munet and passed by a vote of 5 to 0.

567.03 Board Related Activities

Presentation of AEA Wave Award to Dr. Robert A. Bartolini,

Ms. Peggy Gallos, Executive Director of the Association of Environmental Authorities (AEA), was in attendance to present the WAVE Award for Outstanding Commissioner to Dr. Robert A. Bartolini.

Ms. Gallos then asked Ms. Pchola to read the application nominating Dr. Bartolini for the WAVE Award.

Ms. Pchola read the following:

The Stony Brook Regional Sewerage Authority Board members proudly nominate Dr. Robert A. Bartolini for the AEA Outstanding Commissioner WAVE Award.

Dr. Bartolini served as West Windsor Township's representative on the Board of the Stony Brook Regional Sewerage Authority in an exemplary fashion from 1979 (one year after our River Road Wastewater Treatment Plant went on-line) until his retirement in December 2018 (39 years). For the last 21 years, Dr. Bartolini served as the Authority's Board Chairman. Throughout that time, he served the Authority with pride, intellect, inspiration, understanding and humor.

Dr. Bartolini, who made major technical contributions to the field of optoelectronics and whose work is now embodied in present day products such as DVD's, CD-ROM's and smart credit cards, brought his significant professional achievements in technology development and business leadership to SBRSA. Bob's overall professionalism and personal achievements inspired a "Culture of Excellence" at SBRSA. Bob worked tirelessly to develop an atmosphere of mutual respect and trust amongst the Board members, consultants and staff. Bob's understanding of the technical and financial aspects of managing and operating an Authority, in conjunction with his dedication to the environment, guided the focus of the Authority and provided the Authority with the tools necessary to achieve environmental distinction as demonstrated by our National Association of Clean Water Agencies Platinum Peak Performance Awards, year after year, for NPDES permit compliance, NJDEP Environmental Stewardship Awards and AEA Awards for Metals Reduction and Energy Savings.

Under Bob's watch, and with the assistance of the other members of the board, management team and staff, the SBRSA has consistently provided superior wastewater treatment services, exceeding NJPDES discharge permit requirements, for over 30 years, while maintaining and controlling costs with prudent financial planning and cost saving measures. One example of the Authority's focus to implement cost saving measures is the construction of SBRSA's Regenerative Thermal Oxidizer (RTO). The Authority recognized that approximately 50 percent of the natural gas used in the incineration process was consumed by its direct fired afterburner. To reduce operating costs, SBRSA undertook a project that included the addition of a Wet Electrostatic Precipitator (WESP) and RTO. Since going online, SBRSA has realized an average monthly savings in natural gas usage of 49% percent.

SBRSA knows how much its ratepayers are saving on natural gas because Bob is a strong proponent of reports, charts and graphs, and he utilized these tools to measure the status of the vision of the Authority, and to document its continued successes, as well as, to identify areas where additional evaluation may be required. The SBRSA employs charts and graphs for the measurement of everything from maintenance activity, to capacity, to energy savings, to odor control. These tools are used to track efficiency and effectiveness and have frequently guided SBRSA's decision making.

With respect to decision making and leadership, Bob instilled in the Board members the fundamental view that doing what is right for the Authority would, in the long run, be best for all the municipal members. This view, and the call for mutual respect, helped to form a shared vision that has led to many improvements at SBRSA for the benefit of the communities served. Bob has also consistently encouraged staff members to strive for perfection in the operation of the Authority, while also understanding that there would be issues. Among Bob's many leadership strengths is having the confidence and foresight to trust the SBRSA's staff, with the assistance of SBRSA's professionals, to work through these matters.

Bob's professionalism, leadership and strong commitment to "do the right thing," is also evidenced in his work on the AEA Ethics Committee. Bob served on the Ethic Committee, from its inception, and assisted in the formation of a model code of conduct that remains in use at SBRSA today. Bob encouraged and supported SBRSA's active participation in the AEA and on many of AEA' s committees, and welcomed the insight gained from these opportunities.

The Board is honored to submit this application for the Commissioner Award on behalf of Dr. Robert A. Bartolini.

The Board and staff congratulated Dr. Bartolini.

Ms. Gallos presented the Award to Dr. Bartolini.

Ms. Gallos thanked SBRSA staff and the Board members for their strong participation and support to the Association of Environmental Authorities (AEA). Ms. Gallos also thanked Ms. Alexander for the support she has given to the AEA, especially for playing an integral role in the amendment which eliminates the 2% cap to certain Authorities

Dr. Bartolini thanked everyone and expressed his appreciation for receiving this award. Dr. Bartolini closed with: "Every so often you find yourself in the right place at the right time surrounded by a team of the best of the best." That is where he found himself thirty-nine (39) years ago. Dr. Bartolini wished everyone good luck in the future.

#### Oath of Office

Ms. Alexander administered the Oath of Office to Pamela Switlik, Board member for Pennington Borough.

The Board welcomed Ms. Switlik.

Chairman Downey appointed Ms. Switlik to the Personnel Committee and Construction Committee. The Chairman also appointed Mr. Patel as Chairman of the Personnel Committee.

## 2% Cap

Chairman Downey stated that because Ms. Gallos was in attendance, the 2% cap would be discussed now.

Mr. Sears reported that bill A5339/S848 was signed into law in December 2017, and limited the rate increases that large regional sewerage authorities can impose to 2 % per year. On March 18, 2019 Governor Phil Murphy signed into law the Clean Stormwater and Flood Reduction Act, which authorizes municipalities, counties and certain authorities in the state to establish stormwater utilities. Within this law is wording that redefined the authorities that would be affected by the 2% cap law. These provisions have excluded SBRSA from having to comply with the 2% cap. SBRSA takes much care in understanding the impact of our rates on our participants and already attempts to mitigate large increases to the participants. SBRSA will continue to do so even without this legislation. The AEA and Ms. Alexander were both key contributors, ensuring that the burdensome cap would not affect the core duties of authorities, which is the stewardship of the environment by the discharging of wastewater in compliance with NJDEP and EPA regulations.

Ms. Gallos stated that the 2% cap was not the best approach to take when trying to manage costs. The AEA knew that so many of its members were already doing the right thing and needed to have the flexibility to proceed in accordance with their individual service agreements.

Mr. Goldfarb pointed out that SBRSA's average annual increase to its participants has been significantly less than the 2% cap increase. In the past ten (10) years, SBRSA had only one increase slightly over 2%. However, the current budget includes a 2% increase in anticipation of the cap.

A discussion followed.

Chairman Downey thanked Ms. Gallos and the AEA on behalf of the Board for their efforts in eliminating the 2% cap for most regional sewerage authorities.

## Letters to Mayors

Ms. Pchola reported that as requested by the Board, letters were sent to the municipalities regarding infiltration and inflow (I/I) reduction. A copy of the letter was provided to the Board.

Mr. Goldfarb requested that the municipal engineers provide a progress report to SBRSA regarding I/I reduction. Mr. Goldfarb noted that Princeton is proposing a position in their budget dedicated to deal specifically with I/I. Princeton feels that it is money well spent and more cost effective than expanding the River Road WWTP.

Mr. Morehouse indicated that the Hopewell WWTP is approximately over 90% of its permitted capacity. Because of the level of potential cost, Mr. Morehouse asked if a

representative from the Authority would attend a Council meeting at a future time to discuss this matter. Ms. Pchola indicated that SBRSA would attend a Council meeting.

Ms. Pchola stated that EPA defines excessive inflow as 275 gpd per capita and excessive infiltration as 120 gpd per capita. Mr. Sears is gathering information regarding per capita data.

A discussion regarding I/I followed.

In response to SBRSA's participation in AEA programs, Ms. Pchola noted that SBRSA had four employees graduate from the AEA Environmental Professional Academy in March: one from Operations, one from Maintenance, and two of our managers, Mr. Rahimi and Mr. Irizarry. Mr. Stewart is a post graduate of the Academy.

Mr. Goldfarb again brought up Board member terms and that they should be staggered. Chairman Downey indicated that she and Ms. Pchola will be working on the issue of Board terms.

#### Consultant List

The consultant list was provided for information. Ms. Pchola stated that there are two contracts pending award tonight to AECOM and Kleinfelder. Both contracts will be discussed in Construction.

#### Member List/Municipal Information

Ms. Pchola stated that the Member List/Municipal Information was included in the Board books. If there are any changes, please let staff know.

### 567.04 Planning and Administration

Ms. Pchola reported that the most current 12-month average daily flow at the River Road WWTP is 11,498,942 gpd with 960,207 gpd of available capacity. The current 12-month average daily flow at the Hopewell WWTP is 308,260 gpd and is over capacity by 8,560 gpd. The current 12-month average daily flow at the Pennington WWTP is 341,503 gpd and is over capacity by 71,017 gpd.

#### Monthly Flow Transmittal

Ms. Pchola noted that a few adjustments were made for the month of February.

At the North Ridge Meter Station, W. G. Malden performed the quarterly meter certification on March 1, 2019. The meter was determined to be reading 6.33% high. The meter was reading 0.22% low during the previous meter verification on February 1, 2019. Monthly reported flows for February 2 through February 28 were adjusted downward by 3.06%,

which is the average of the February 1, 2019 verification and March 1, 2019 quarterly certification.

Ms. Pchola indicated that several adjustments were made during the month at Meter Station No. 7. SBRSA staff periodically reverifies recently adjusted meters as part of its instrument maintenance and monitoring standard operating procedure (SOP). Reverification procedure is as follows: if the meter required an adjustment  $\pm 5\%$ , the meter accuracy is checked the next day; if the follow up verification is within  $\pm 2\%$ , the meter is rechecked one (1) week later; the procedure is repeated until the meter is verified and reverified within  $\pm 2\%$ . At the end of the month the total adjustment for Meter Station No. 7 was 87,854 gallons.

At the Millstone Pump Station W. G. Malden performed the quarterly meter certification on March 1, 2019. The meter was determined to be reading 5.96% high. The meter was reading 1.38% high during the previous meter verification on February 1, 2019. Monthly reported flows for February 2 through February 28 were adjusted downward by 3.67%, which is the average of the February 1, 2019 verification and March 1, 2019 quarterly certification.

W. G. Malden performed the quarterly meter certification on March 1, 2019 for the Pennington WWTP Influent Meter. The meter was determined to be reading 13.98% high. Most recent meter reverification, on February 15, 2019, indicated the meter was reading 1.55% high. Monthly reported flows for February 16 through February 28 were adjusted downward by 7.77%, which is the average of the February 15, 2019 reverification and March 1, 2019 quarterly certification.

Mr. Goldfarb asked if West Windsor Township has provided their temporary metering data. Ms. Pchola indicated that SBRSA has not yet received the data from West Windsor. West Windsor may still be in the process of reviewing the data and compiling a report. Ms. Pchola indicated that SBRSA would be happy to assist West Windsor by providing any of our data, however, they have not yet asked. In addition, West Windsor has a new Assistant Township Engineer who is trying to familiarize himself with the issue.

Mr. Goldfarb stated that if there are billing adjustments to be made, it would be helpful to make them now as opposed to waiting.

Chairman Downey indicated that SBRSA cannot make billing adjustments at this point unless there is a known cause for the higher flows. West Windsor's temporary metering data is being measured by a meter that is not being calibrated by an outside vendor. It is not the type of meter SBRSA would consider for billing.

Chairman Downey stated that SBRSA has an influent meter as well as eight (8) billing meters. The sum of the billing meters is within approximately 4% of the influent flow meter. There is no indication that there is a significant difference between the meters, and the data has been relatively close for the past six (6) months.

A discussion followed. Chairman Downey concluded that at this time there is not a sound technical basis for making any adjustments.

567.05 Approval Requests and Actions

TWA-1 Approvals

None

Extension of Time Request

**Maplewood Senior Living Project, Plainsboro Township**

Ms. Pchola indicated that staff received a request for a one-year time extension for this project. However, the required information as outlined on SBRSA's resolutions was not provided. Staff provided the applicant with a copy of the resolution.

Allocated Flow Update

Ms. Pchola reported that 156,447 gpd were removed from West Windsor Township's inoperative flow and 2,193 gpd were added.

The following projects have been removed from the inoperative flow listing as reported by West Windsor Township.

<b>West Windsor Township</b>	<b>Flow Removed, gpd</b>
Ellsworth's Center (SUMO Enterprises)*	2,764
Palladium, Mack-Cali Development*	75,138
Bear Creek Senior Housing*	32,804
Greenview Corporate Park*	29,442
Institute of Islamic Studies	1,449
Carnegie Center West - Bldg 804	12,150
Princeton University Lightning Shelter	2,400
Cedar Street Court Sewer Extension	300
<b>Total</b>	<b>156,447</b>

*\*Approval has expired and will be rezoned as part of the COHA obligation as reported by West Windsor Township*

Added 2,193 gpd to West Windsor Township (Ellsworth Center Phase II)

## 567.06 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 February 2019 were submitted to the NJDEP with no violations reported.
- The Hopewell and Pennington semi-annual (September 1, 2018-February 28, 2019) Surface Water Discharge Characterization Reports (SWDWCR) were submitted to the NJDEP. All results were within the expected ranges for these facilities.
- The December 2018 RDMRs were submitted to the NJDEP. All River Road parameters were compliant with the Authority's Air Permit requirements.
- Staff is in the process of reviewing the January 2019 RDMRs.

### Air Reporting

Mr. Rahimi indicated that staff is in the process of obtaining all the data necessary for KEMS, LLC to prepare the 2018 Emission Statement.

Mr. Rahimi noted that one affirmative defense was submitted to NJDEP for the February 21, 2019 emergency bypass event. This event was due to a center shaft cooling air fan malfunction.

### Laboratory

Mr. Rahimi reported that the NJDEP 2019 Proficiency Testing (PT) samples were received on March 13, 2019. The closing date for the study is April 25, 2019.

## 567.07 Safety

Mr. Irizarry reported that as of March 18, 2019 Stony Brook Regional Sewerage Authority has gone 984 consecutive days without a "Lost Time Accident."

Mr. Irizarry stated that the Authority was contacted by CNA (one of our insurance carriers) to inquire if staff was interested in having an infrared study performed for some of SBRSA's electrical systems at no cost. Staff scheduled the study to be conducted in June.

Mr. Irizarry indicated that the 2018 Annual Inspection Priority 1 list was reviewed and updated as of March 18, 2019 and included in the Board book.

Mr. Irizarry reported that the above ground fuel oil storage tanks and the gasoline storage tank were inspected by an outside contractor. Numerous issues were cited. Staff is working on a request for proposals (RFP) for the repair of these tanks. Once the proposals are

received, staff will determine whether to repair or replace the tanks. Mr. Irizarry noted that the tanks are over 20 years old.

Mr. Goldfarb thanked Mr. Irizarry for the update on the 2018 Priority 1 items and requested that these quarterly updates be provided in March, June, September and December.

#### 567.08 Litigation

The Litigation Report was provided with the following updates. Ms. Alexander indicated that there were two changes to the report.

##### Stony Brook Regional Sewerage Authority vs. New Jersey Department of Environmental Protection, Docket No. EWR 04903-2007S (River Road STP)

Ms. Alexander reported that as a result of the status conference on March 11, 2019, it was agreed that the matter would be placed on the inactive list for six (6) months. The contested items are nitrates, which is a state-wide issue; and the plant blending line, which is a state and a federal issue.

##### River Road Title V Air Permit

Ms. Alexander indicated that SBRSA submitted their response to the questions from the EPA. SBRSA is waiting for a response/additional information from the EPA.

Mr. Morehouse asked Ms. Alexander if there was any indication from the NJDEP and EPA as to where they stand on the plant blending line. Ms. Alexander indicated that EPA held public hearings and comments. EPA also had discussions with stakeholders. It appeared that they were moving forward on the issue, but she has not seen anything new.

A brief discussion took place regarding the plant blending line. One item discussed was SBRSA's position for using the plant blending line (to avoid jeopardizing the treatment process) and that SBRSA had at one time, as a condition to our NJPDES permit, the use of the plant blending line.

#### 567.09 Operations Report

##### River Road Facility

Mr. Kunert reported that River Road WWTP operated well during this reporting period.

Mr. Kunert stated that at the February Board meeting, SBRSA reported it would be receiving sludge cake from Camden County MUA (CCMUA) beginning February 16, 2019. However, CCMUA appears to be having difficulty finding the proper container needed to unload sludge cake into SBRSA's sludge cake receiving hoppers. CCMUA indicated that

they will contact staff when the proper container is found. To date staff has not heard from CCMUA.

Mr. Kunert indicated that the RATA testing for both Incinerator CEMS units was successfully completed.

Mr. Kunert reported that Incinerator No.1 has been taken off-line and was scheduled to be deslagged the week of March 25, 2019. However, the contractor requested to begin the work on April 1, 2019. This work will be performed by Albertus. The incinerator will be inspected after this work is completed.

Mr. Kunert noted that the annual NJDEP Inspection was performed on March 19, 2019 at all three WWTPs. It appears that the inspection went well.

#### Upstream Facilities

Mr. Kunert reported that the Upstream plants operated well during this reporting period. However, staff had to bypass the filters at both plants during the rain event on March 9th and 10th. The filters were backwashed and put back on-line when the high flows subsided.

#### Odor Report

Mr. Kunert reported that staff received no odor complaints from our surrounding area during the month of February and no odor complaints during the partial March 2019 reporting period.

#### Customer Septage and Sludge Deliveries

For the month of February, the quantity of liquid sludge was 13% below the budgeted amount and sludge cake was 15% above the budgeted amount. The quantity of gray water was 30% below its budgeted amount for the month of February.

### 567.10 Maintenance

Mr. Roga reported that the Induced Draft Fan for Incinerator No. 2 was removed from service on February 8, 2019 for scheduled maintenance. The fan was dismantled by Shafts & Sleeves who installed a fan wheel and new bearings from inventory. Once assembled the fan was tested and placed into service the same day. The removed fan wheel was sent to Marshall Maintenance for inspection, balancing and will be placed in inventory when completed.

Mr. Roga stated that Turbo Blower No. 3 for Incinerator No. 1 was removed from service on February 15, 2019. The fan wheels were removed, washed and inspected for cracks to prevent vibration during operation. The fan was reassembled, tested and placed into service.

The current monthly progress report and the list of completed Work Orders and Preventative Maintenance for the month of February 2019 were provided to the Board. SBRSA is currently averaging four (4) days overdue and the number of overdue units is approximately seven (7).

Also provided to the Board is a list of completed Work Orders and Preventative Maintenance for the month of February 2019.

#### 567.11 Construction Report

##### Upstream Facilities Process Evaluation/Planning Study

Mr. Doelling reported that the draft report for the Hopewell WWTP was received on February 22, 2019. Staff is in the process of reviewing the report.

##### Phosphorous Impact Modeling Study

Mr. Doelling indicated that there has been no change to the status of this project.

##### Title V Permit

Mr. Doelling commented that as discussed by Ms. Alexander, the response to EPA's list of questions was submitted to EPA on March 15, 2019.

##### NJPDES Permits

Mr. Doelling reported that the NJPDES permit renewal applications were submitted to NJDEP on March 1, 2019 for both the Hopewell and Pennington Wastewater Treatment Plants. The applications have been deemed administratively complete and were forwarded to the Bureau of Surface Water Permitting for technical review and processing. The existing permits expire on August 31, 2019.

##### 2019 Annual Inspection

Mr. Doelling stated that the first action item tonight is for the 2019 Annual Inspection. Kleinfelder has been conducting the Annual Inspection in cooperation with Mr. Eduardo Amaba, now with ELECSYS Engineering Group (electrical inspection), since 2013. As indicated in the past, Kleinfelder and Mr. Amaba are very familiar with the SBRSA facilities. At the request of staff, Kleinfelder provided a proposal for the 2019 Annual Inspection. A copy of the proposal was provided to the Board.

Staff recommended approval of Resolution 2019-18, Authorizing the Award of a "No Political Contributions Allowed" Contract for the 2019 Annual Inspection of SBRSA Facilities to Kleinfelder in the amount of \$18,400.

Mr. Morehouse stated that this was discussed at the Construction Committee meeting; however, he must exclude himself from the vote. Mr. Morehouse indicated that other consultants to conduct the inspection were discussed however, Mr. Morehouse reiterated that both Kleinfelder and Mr. Amaba are very familiar with SBRSA facilities.

Mr. Goldfarb requested that when an annual contract is to be awarded, it would be helpful to disclose the amount of the previous year's contract. Mr. Morehouse indicated that the amount for the 2019 Annual Inspection is the same as the 2018 contract.

Resolution 2019-18 was moved by Mr. Vilaro-Munet, seconded by Mr. Goldfarb and passed by a roll call vote of 4 to 0. Mr. Morehouse abstained. Resolution 2019-18 follows.

**Resolution Authorizing the Award of a “No Political Contributions Allowed”  
Contract for the 2019 Annual Inspection of SBRSA Facilities to Kleinfelder**

**Resolution No. 2019-18**

**WHEREAS**, the Stony Brook Regional Sewerage Authority (SBRSA) has a need for the inspection of our wastewater treatment facilities for compliance with our Bond Agreement as a contract that does not allow for political contributions to the Authority or its members (“No Political Contributions Allowed” contract) pursuant to the provisions of N.J.S.A. 19:44A-20.4 et seq.; and

**WHEREAS**, the annual inspection identifies the condition of the SBRSA facilities and is utilized by SBRSA staff to identify areas needing repair or requiring further investigation; and

**WHEREAS**, the CFO has determined and certified in writing that the value of the work will exceed \$17,500; and

**WHEREAS**, the term of this contract will take place during SBRSA’s FY 2019; and

**WHEREAS**, Kleinfelder has submitted a proposal dated March 8, 2019 and an Agreement to provide annual inspection services for a lump sum fee not to exceed \$18,400 without prior written approval from SBRSA; and

**WHEREAS**, Kleinfelder has completed and submitted a Business Entity Disclosure Certification for FY 2019 which certifies that Kleinfelder has not made any reportable contributions to a municipal political party committee of a governing body that appoints members to the Stony Brook Regional Sewerage Authority including Princeton, South Brunswick Township, West Windsor Township, Hopewell Borough, Hopewell Township and Pennington Borough in the previous one year, and that the contract will prohibit Kleinfelder, from making any reportable contributions through the term of the contract, and

**WHEREAS**, the CFO has certified funds are available in the 2019 Budget Engineering-Non-Retainer line account 1000-4008.

**NOW THEREFORE, BE IT RESOLVED** that the Board of the SBRSA authorizes the Chairman to enter into a contract with Kleinfelder as described herein; and

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

Recorded Vote:

	AYE	NO	ABSTAIN	ABSENT
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse			X	
Bharat Patel				X
Pamela Switlik	X			
Miguel Vilaro-Munet	X			

River Road WWTP UV Disinfection/Filtration Design

Mr. Doelling reported that Kleinfelder continues with the preliminary design and addressing SBRSA’s comments and concerns for this project.

River Road Commercial Power Protection Project

Mr. Doelling stated that at the conclusion of this project the design engineer, AECOM, was requested to draft and produce record “as-built” drawings for the project. These drawings were not included in the original contract. Staff requested this work be done to ensure that accurate records for the wiring and conduit runs associated with this project are available for future reference. AECOM indicated that the requested work may exceed the balance remaining in the original budget of \$29,440. AECOM was authorized to proceed with the work with the expectation that any additional costs not covered by the project contract, would be paid for under the 2018 AECOM General Advice Agreement. The completion of the record drawings did not occur until mid-January 2019 and staff did not execute a new General Advice agreement with AECOM for 2019. Therefore, staff asked AECOM to provide an amendment request to complete record drawings for the River Road Plant Power Protection Project. A copy of AECOM’s amendment request was provided to the Board.

Staff recommended approval of Amendment No. 1 to the Agreement with AECOM for the Design and Construction Phase Engineering Services for the River Road Commercial Power Protection Project in the amount of \$7,721.00. So moved by Mr. Morehouse, seconded by Mr. Goldfarb and passed by a roll call vote of 5 to 0. Resolution 2019-24 follows.

**Resolution No. 2019-24 Authorizing the Award of Amendment No. 1 to AECOM to the “No Political Contributions Allowed” Contract for the Design and Construction Phase Engineering Services for The River Road WWTP Commercial Power Protection Project**

**Resolution No. 2019-24**

**WHEREAS**, the Stony Brook Regional Sewerage Authority (SBRSA), entered into a contract with AECOM on February 26, 2018 for a “No Political Contributions Allowed” contract for the design and construction phase engineering services for the River Road WWTP Commercial Power Protection Project; and

**WHEREAS**, AECOM submitted an Agreement indicating they would provide the design and construction phase engineering services on a time charge basis not to exceed \$29,440 without prior written permission from Stony Brook Regional Sewerage Authority; and

**WHEREAS**, the original contract scope did not include the development of record “as-built” drawings; and

**WHEREAS**, at the request of SBRSA staff, AECOM developed and produced record drawings for the Project; and

**WHEREAS**, AECOM has submitted a detailed amendment request dated March 18, 2019 outlining the additional tasks performed; and

**WHEREAS**, SBRSA staff have reviewed the amendment request and recommend approval of Amendment No. 1 in the amount of \$7,721.00 resulting in a total contract amount of \$37,161.00 and

**WHEREAS**, the SBRSA Chief Financial Officer (CFO) has determined and certified in writing that the combined value (original contract and Amendment No 1) of the work will exceed \$17,500; and

**WHEREAS**, AECOM has completed and submitted a Business Entity Disclosure Certification for FY 2019 which certifies that AECOM has not made any reportable contributions to a municipal political party committee of a governing body that appoints members to the Stony Brook Regional Sewerage Authority including Princeton, South Brunswick Township, West Windsor Township, Hopewell Borough, Hopewell Township and Pennington Borough in the previous one year, and that the contract will prohibit Kleinfelder, from making any reportable contributions through the term of the contract, and

**WHEREAS**, the CFO has certified funds are available in the unrestricted fund balance; and

**NOW THEREFORE, BE IT RESOLVED** that the Board of the SBRSA authorizes the Chairman to enter into an amended contract with AECOM as described herein; and

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

Recorded Vote:

	AYE	NO	ABSTAIN	ABSENT
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel				X
Pamela Switlik	X			
Miguel Vilaro-Munet	X			

Contract 14-1, SBRSA Emergency Generator Project

Mr. Doelling reported that this project stands at 99% complete. Centrica was on-site to observe and troubleshoot an alarm issue on the natural gas generator local control panel (LCP). The problem was identified and corrected by modifying the PLC logic for the LCP. Centrica will be on site Friday to implement the modification. The revised short circuit coordination study was submitted by Thomas Controls/Siemens and is under review. There are forty-three (43) items on the discrepancy list. Three (3) items on the list have not been completed and four (4) items need follow-up. All other items have been completed.

Mr. Goldfarb asked if the problem of coordinating the natural gas generator and the Authority's fuel oil generator have been resolved. Mr. Doelling indicated that that the issue has been resolved.

Contract 16-1 Schwing Pump Replacement Project

Mr. Doelling stated that this project remains at 90% complete. During the past reporting period Schwing was on-site and completed the repairs to Pump No. 3. The pump was tested and placed back into service. The contractor is still waiting for the delivery of the valves and piping to complete the project.

Mr. Doelling noted that the review of the Schwing pump training submittal was completed and the submittal returned to the contractor. Training is scheduled for April 15, 2019.

Contract 17-1, Pennington WWTP Upgrade and Expansion

Mr. Doelling reported that as of Progress Payment No. 7, this project stands at 27% complete. CMS construction continues to heavily staff the project with thirteen (13) to seventeen (17) people each day. Construction progress continues, and with that progress there are three change orders being presented tonight.

Mr. Doelling explained that Change Order No. 3, in the amount of \$1,015.30 is for the upgrade of the Sludge Pump Station Lighting Panel. The original contract drawing indicated that the lighting panel (LP) in the new Sludge Pump Station be NEMA 1. During the review of the shop drawing from the contractor, Keystone (the electrical design engineer for the

project) noted that the LP should be a NEMA 12 which would provide the necessary protection for indoor dust, dirt and dripping water.

Mr. Doelling noted that approval of Change Order No. 3 will compensate the Contractor for the upgrade of the lighting panel in the Sludge Pump Station from NEMA 1 to NEMA 12.

Mr. Doelling explained that Change Order No. 4, in the amount of \$11,447.33, is for the upgrade of utility electrical service for this project. The original contract drawings indicated that the new utility (PSE&G) electrical service would be sized for 480/277 VAC at 800-amps. To upgrade the electrical service, PSE&G requires a load letter. Based on the loads submitted by Keystone, PSE&G required the new Current Transformer (CT)/Metering Cabinet be sized for 1,000-amps. With the upgrade to 1,000-amps, the CT/metering equipment must be installed in a large, free standing enclosure that is anchored to a new concrete pad. PSE&G will provide the CT and metering equipment. This Change Order will compensate the contractor for the installation of the new concrete pad and enclosure.

Mr. Doelling reported that Change Order No. 5, in the amount of \$3,652.22, is for the supply and installation of additional fittings on the primary sludge line. The project includes the construction of three primary settling tanks, three sludge drain chambers and associated piping. The primary sludge line (PSL) and the sludge drain line for each drain chamber exit at the same elevation. Once outside the chambers, the sludge drain line runs across two of the three PSL at the same elevation, the sludge drain line interferes with the PSL at two locations where the pipelines cross. To avoid this interference, it was decided to change the elevation of the PSL by adding four (4) 45° elbows to the PSL to raise it above the drain line. Approval of this Change Order will compensate the contractor for this work.

Mr. Morehouse stated that the three Change Orders were discussed at length at the Construction Committee meeting and it appears that the work is necessary. Mr. Morehouse moved for approval of Resolution 2019-19, Authorizing the Approval of Change Order No. 3 for the Rating Change for Sludge Pump Station Lighting Panel in the amount of \$1,015.30; Resolution 2019-20, Authorizing the Approval of Change Order No. 4 for the Upgrade of Utility Electrical Service in the amount of \$11,447.33; and Resolution 2019-21, Authorizing the Approval of Change Order No. 5 for the Supply and Installation of Additional Fittings on the Primary Sludge Line in the amount of \$3,652.22. The Resolutions were seconded by Mr. Goldfarb and passed by a roll call vote of 5 to 0. Resolutions 2019-19, 2019-20 and 2019-21 follow.

**Resolution Authorizing the Approval of Change Order No. 3 for the Rating Change for Sludge Pump Station Lighting Panel for the Pennington WWTP Upgrade and Improvements Project, Contract 17-1**

**Resolution No. 2019-19**

**WHEREAS**, on April 13, 2018, the Stony Brook Regional Sewerage Authority (SBRSA) issued a Notice to Bidders seeking the receipt of sealed public bids for the “Pennington WWTP Upgrade and Expansion Project, Contract 17-1”; and

**WHEREAS**, the SBRSA at its June 25, 2018 Board meeting, awarded the Pennington WWTP Upgrade and Expansion Project, Contract 17-1 to CMS Construction, Inc. (CMS) in the amount of \$9,669,500; and

**WHEREAS**, the SBRSA at its February 25, 2019 Board meeting approved Change Order No. 1 in the amount of \$19,509.37, and at its February 25, 2019 Board meeting approved Change Order No. 2 in the amount of \$12,145.42 resulting in an adjusted contract amount of \$9,701,154.79; and

**WHEREAS**, the original contract drawings indicated that the lighting panel (LPE) in the new Sludge Pump Station to be NEMA 1 rated; and

**WHEREAS**, during the review of the shop drawing submitted by the contractor, the design engineer commented that LPE should be rated NEMA 4X instead of the specified NEMA 1; and

**WHEREAS**, this comment was based on what the design engineer perceived the operating conditions to be in the sludge pump station; and

**WHEREAS**, NEMA 1 rated enclosures are used in clean, dry, indoor spaces, while a NEMA 4X enclosures are used for exterior / interior spaces with exposure to washdown, corrosion, ice, rain etc.; and

**WHEREAS**, after discussions between SBRSA's engineering staff and the design engineer it was determined that a NEMA 12 enclosure would provide the necessary protection. NEMA 12 is used indoors for dust, dirt, and dripping water; and

**WHEREAS**, the NEMA 12 rated lighting panel is costlier to manufacture than a NEMA 1 lighting panel; and

**WHEREAS**, CMS submitted a change order request in the amount of \$1,015.30 for the supply and installation of a NEMA 12 rated lighting panel; and

**WHEREAS**, the abovementioned changes to Contract 17-1 are more fully set forth and incorporated within the March 4, 2019 Contract Change Order No. 3 document in the amount of \$1,015.30 resulting in an adjusted contract amount of \$9,702,170.09; and

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

**WHEREAS**, the CFO has certified funds are available from the 2012 Refunding Bond; 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 CMS Construction, Inc. in the amount of \$1,015.30 resulting in an adjusted contract amount of \$9,702,170.09.
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.

<u>Recorded Vote:</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel				X
Pamela Switlik	X			
Miguel Vilaro-Munet	X			

**Resolution Authorizing the Approval of Change Order No. 4 for the Upgrade of Utility Electrical Service for the Pennington WWTP Upgrade and Improvements Project, Contract 17-1**

**Resolution No. 2019-20**

**WHEREAS**, on April 13, 2018, the Stony Brook Regional Sewerage Authority (SBRSA) issued a Notice to Bidders seeking the receipt of sealed public bids for the “Pennington WWTP Upgrade and Expansion Project, Contract 17-1”; and

**WHEREAS**, the SBRSA at its June 25, 2018 Board meeting, awarded the Pennington WWTP Upgrade and Expansion Project, Contract 17-1 to CMS Construction, Inc. (CMS) in the amount of \$9,669,500; and

**WHEREAS**, the SBRSA at its February 25, 2019 Board meeting approved Change Order No. 1 in the amount of \$19,509.37, and at its February 25, 2019 Board meeting approved Change Order No. 2 in the amount of \$12,145.42 resulting in an adjusted contract amount of \$9,701,154.79; and

**WHEREAS**, the original contract documents indicated that the new utility (PSE&G) electrical service would be sized for 480 / 277 VAC at 800 amps; and

**WHEREAS**, the contract drawings indicated that the 800-amp electrical service equipment consisting of Current Transformers (CT) and metering equipment would be installed and mounted on strut channel; and

**WHEREAS**, to upgrade the electrical service provided by the utility, PSE&G requires a “load letter” to be submitted by the electrical engineer (Keystone). The load letter lists the existing and new electrical loads for the facility; and

**WHEREAS**, PSE&G uses the data from the load letter to confirm the proper sizing for the new equipment; and

**WHEREAS**, based on the loads submitted by Keystone, PSE&G required that the new electrical service be sized for 1,000 amps; and

**WHEREAS**, with the upgrade to 1,000 amps, the CT / metering equipment must be installed in a large, free standing enclosure that is anchored to a new concrete pad; and

**WHEREAS**, CMS submitted a change order request in the amount of \$11,447.33 for the supply and installation of a new 1,000-amp CT & metering equipment enclosure and concrete mounting pad; and

**WHEREAS**, the abovementioned changes to Contract 17-1 are more fully set forth and incorporated within the March 4, 2019 Contract Change Order No. 4 document in the amount of \$11,447.33 resulting in an adjusted contract amount of \$9,713,617.42; and

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

**WHEREAS**, the CFO has certified funds are available from the 2012 Refunding Bond; 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. 4 with CMS Construction, Inc. in the amount of \$11,447.33 resulting in an adjusted contract amount of \$9,713,617.42.
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.

<u>Recorded Vote:</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel				X
Pamela Switlik	X			
Miguel Vilaro-Munet	X			

**Resolution Authorizing the Approval of Change Order No. 5 for the  
Supply and Installation of Additional Fittings on the Primary Sludge Line  
for the Pennington WWTP Upgrade and Improvements Project, Contract 17-1**

**Resolution No. 2019-21**

**WHEREAS**, on April 13, 2018, the Stony Brook Regional Sewerage Authority (SBRSA) issued a Notice to Bidders seeking the receipt of sealed public bids for the “Pennington WWTP Upgrade and Expansion Project, Contract 17-1”; and

**WHEREAS**, the SBRSA at its June 25, 2018 Board meeting, awarded the Pennington WWTP Upgrade and Expansion Project, Contract 17-1 to CMS Construction, Inc. (CMS) in the amount of \$9,669,500; and

**WHEREAS**, the SBRSA at its February 25, 2019 Board meeting approved Change Order No. 1 in the amount of \$19,509.37, and at its February 25, 2019 Board meeting approved Change Order No. 2 in the amount of \$12,145.42 resulting in an adjusted contract amount of \$9,701,154.79; and

**WHEREAS**, the project scope includes the construction of three primary settling tanks, three sludge drain chambers, and associated piping; and

**WHEREAS**, the primary sludge line (PSL) and the sludge drain line for each drain chamber exit the drain chamber at the same elevation; and

**WHEREAS**, once outside of the sludge drain chamber(s) the sludge drain line runs across two of the three primary sludge lines; and

**WHEREAS**, by exiting the drain chambers at the same elevation, the sludge drain line interferes with the primary sludge line at the two locations where the pipelines cross; and

**WHEREAS**, to avoid this interference, the Contractor recommended changing the elevation of the primary sludge line by adding four (4) 45° elbows to the PSL to raise the PSL above the drain line and eliminate the conflict; and

**WHEREAS**, this recommendation was reviewed and approved by the design engineer, Kleinfelder; and

**WHEREAS**, CMS submitted a change order request in the amount of \$3,652.22 for the supply and installation of four (4) 6-inch 45° ductile iron pipe (DIP) elbows; and

**WHEREAS**, the abovementioned changes to Contract 17-1 are more fully set forth and incorporated within the March 4, 2019 Contract Change Order No. 5 document in the amount of \$3,652.22 resulting in an adjusted contract amount of \$9,717,269.64; and

**WHEREAS**, the contract completion date for the project shall remain unchanged as a result of Change Order No. 5; and

**WHEREAS**, the CFO has certified funds are available from the 2012 Refunding Bond; 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. 5 with CMS Construction, Inc. in the amount of \$3,652.22 resulting in an adjusted contract amount of \$9,717,269.64.
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.

<u>Recorded Vote:</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel				X
Pamela Switlik	X			
Miguel Vilaro-Munet	X			

Contract 18-3, Millstone Pump Station Odor Abatement Design

Mr. Doelling reported that this project was awarded to BR Welding, Inc. at the February 25, 2019 Board meeting. The contractor had provided all required documentation and the contracts have been executed. A preconstruction meeting will be held on March 26, 2019.

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

Mr. Doelling stated that as of Payment No.3, this project is 100% complete. The final payment applications have been submitted to the Board for payment.

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

Mr. Doelling indicated that on February 25, 2019 staff completed their review of the Parshall flume submittal and returned comments to the contractor. The contractor is working on the resubmittal.

## Contract 19-1, Nitrification Clarifier No. 2 Improvements Project

Mr. Doelling reported that on March 5, 2019 this project was advertised for bid. A pre-bid meeting was held on March 12, 2019, and the bid opening is scheduled for April 11, 2019. It is expected to recommend award of the project at the April 22, 2019 Authority Board meeting. The improvements to the clarifier will encompass new weirs, baffles and drives.

### Process Control/SCADA

Mr. Doelling indicated that the quarterly flow meter certification was conducted by W.G. Malden on March 1 and 6, 2019.

### Plant Influent Flow Meter

Mr. Doelling stated that SBRSA staff continues with its periodic calibration checks of the flow transmitters to establish historical accuracy data on each transmitter. This month's comparison summary of the sum of our billing meters versus the River Road plant influent flow meter is 1.4% difference.

Mr. Goldfarb asked how long W.G. Malden has been conducting the meter certifications. Mr. Doelling indicated that they have been doing so since at least 2006. Mr. Goldfarb stated that there may be some benefit in changing companies for the calibration. Ms. Pchola indicated that staff will look at other options and she will provide her recommendation to the Board.

### Information Technology

Mr. Thomas reported that IT and Finance met with Avaya, SBRSA's current phone equipment provider, regarding system upgrades and possible cost savings. Mr. Thomas is looking at a primary rate interface/voice over internet protocol (PRI/VoIP) system.

Mr. Thomas indicated that SBRSA utilizes off-site cloud storage for its disaster recovery. Staff is adjusting the retention policies and the methods of storage in an effort to reduce cost. By doing so it is anticipated that SBRSA will realize a 40% savings.

Mr. Thomas stated that staff continues to work with SBRSA's Information Technology consultant, EMA, Inc., to develop cabling specifications and drawings. Staff is currently reviewing final drawings submitted on March 18, 2019.

## 56.12 Finance

### Payment of Bills and Claims

Mr. Goldfarb moved for approval of Resolution 2019-22 for the payment of bills and claims in the amount of \$1,581,975.19 with two signatures instead of three. The motion was seconded by Mr. Morehouse.

Resolution 2019-22 was then passed by a roll call vote of 5 to 0. Resolution 2019-22 follows.

### **Resolution Regarding Payment of Bills and Claims**

#### **Resolution No. 2019-22**

**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 \$1,581,975.19 be approved for payment with checks bearing two authorized signatures instead of three authorized signatures.

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

#### Treasurer's Report

Mr. Sears noted that a revised page number one of the Revenue and Expenditure Summary was on the table. Under the column 2018 (3 Month Actual) the Total Expenditures figure was omitted.

Mr. Sears reported net income for three months of the 2019 fiscal year ending February 28, 2019 was \$390,398. The Authority has total cash and investments of \$19,421,941. The current construction projects balance is \$10,764,029. Mr. Sears noted there are sufficient funds for these projects. The outstanding bond principal balance is \$17,577,119.

#### Monthly Sludge Business Analysis

Mr. Sears reported that the monthly net income figure for the month of February is \$84,350 and the cumulative net income is \$263,008.

Mr. Sears noted that no information was provided for Solar since the bills were not received in time for this report.

## 2018 Audit Update

Mr. Sears reported that the auditors from Supplee Clooney were on site for several weeks during the month of February. They have completed their field work but at this time they are waiting for the State's audit firm to release the report for the unfunded pension liability to complete the audit. Once the figures are received, a Finance Committee meeting will be scheduled to review the audit.

Mr. Morehouse requested that on the Sludge Business Analysis report the blue that is used for the Cumulative Net Income be changed to a lighter color blue. Currently, the figures are difficult to read.

### 567.13 Personnel Report

The Personnel Report was provided for member information.

Ms. Pchola noted that a new staff accountant has been hired.

### 567.14 Correspondence

No correspondence.

### 567.15 Old Business

There was nothing to report.

### 567.16 New Business

There was no New Business to report.

### 567.17 Open to the Public

Chairman Downey opened the public portion of the meeting. As there was no one from the public present, the public portion of the meeting was closed.

### 567.18 And such other issues as may come before the Board

None.

567.19 Executive Session

The Board entered Executive Session at 8:29 pm to discuss Non-union salary increases for 2019 on a motion by Mr. Morehouse, seconded by Mr. Vilaro-Munet and passed by a roll call vote of 5 to 0. Resolution 2019-23 follows.

**Resolution Authorizing Closed Session  
Pursuant to the Open Public Meetings Law**

**Resolution 2019-23**

**BE IT RESOLVED** by the Stony Brook Regional Sewerage Authority on this 25th day of March 2019, as follows:

1. The Authority shall adjourn to executive session in accordance with N.J.S.A. 10:4-12(b)(7), being the Open Public Meetings Law, in order to discuss 2019 salary increases for Non-Union employees.
2. The Minutes of the executive session relating to contract negotiations shall be available to the public as required by law and as soon as the matters under discussion are fully resolved as between the parties and are no longer of a confidential or sensitive nature. The minutes of the executive session relating to attorney/client privilege will be released to the public if and when the matters under discussion are no longer of a confidential or sensitive nature.
3. This Resolution shall take effect as provided by law.

<u>Recorded Vote:</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel				X
Pamela Switlik	X			
Miguel Vilaro-Munet	X			

Report of Executive Session

Ms. Pchola (Executive Director) presented her recommendation of a 2.5% increase and prorated increase in wages for Non-Union personnel to the Board.

Return to Public Session

The Board returned to Public Session at 9:00 pm on a motion by Mr. Morehouse, seconded by Mr. Vilaro-Munet and passed by unanimous vote

The Board approved a 2.5% wage increase and prorated increase for Non-Union employees by a vote of 5 to 0.

Adjournment

As there was no further business to come before the Board, the meeting was adjourned at 9:03 p.m. on a motion by Mr. Morehouse and seconded by Mr. Vilaro-Munet and passed by unanimous vote.

Respectfully Submitted,

Antonia Pchola  
Secretary

Recorded and Written by  
Patricia Carlino/Angela Christiano  
April 5, 2019