

Minutes of Meeting #569, May 20, 2019 – Stony Brook Regional Sewerage Authority

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

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

MEMBERS ABSENT:

CONSULTANTS: Alexander

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

569.01 Chairman Downey opened the regularly scheduled meeting at 7:35 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.

569.02 Approval of Minutes

The minutes were approved as presented on a motion by Mr. Morehouse, seconded by Ms. Switlik and passed by a vote of 6 to 0.

569.03 Board Related Activities

Appointment of an Assistant Secretary

Angela Christiano was nominated as the Assistant Secretary and the Custodial of Government Records by Resolution 2019-33.

The motion was moved by Mr. Morehouse and seconded by Mr. Goldfarb and passed by roll call vote of 6 to 0. Resolution 2019-33 follows.

**Resolution Appointing a Custodian of Records**

**Resolution No. 2019-33**

**WHEREAS**, Stony Brook Regional Sewerage Authority is subject to the provisions of the Open Public Records Act, N.J.S.A. 47:1A-1 et seq., and

**WHEREAS**, the Open Public Records Act requires the Authority to designate by formal action a “Custodian of Government Records”.

**NOW, THEREFORE, BE IT RESOLVED** by the Stony Brook Regional Sewerage Authority this 20<sup>th</sup> day of May 2019 that Angela Christiano, Assistant Secretary of the Authority, be and same is hereby designated as the Custodian of Government Records, and Antonia Pchola, Executive Director of the Authority be designated as the alternate Custodian of Government Records.

<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			

Consultant List

The consultant list was provided for information.

569.04 Planning and Administration

Ms. Pchola reported that the most current 12-month average daily flow at the River Road WWTP is 11,183,849 gpd with 1,275,300 gpd of available capacity. The current 12-month average daily flow at the Hopewell WWTP is 304,451 gpd and is over capacity by 4,751 gpd. The current 12-month average daily flow at the Pennington WWTP is 335,882 gpd and is over capacity by 60,319 gpd.

Monthly Flow Transmittal

Ms. Pchola noted the monthly meter verifications were performed by staff on May 1, 2019. Meter Station No. 7 meter required adjustment. All other meters were within plus or minus of 5%.

SBRSA staff is evaluating a Pulsar DUET ultrasonic flow metering device for potentially more accurate and reliable measurement of open channel flow. The test meter was installed at Meter Chamber No. 7 on April 29th. To accommodate the new meter, the existing Signature meter was relocated upstream of the new meter, and recalibrated. During the May 1, 2019 meter verification, the Signature meter was found to be reading 8.28% low. The monthly reported flows for April 29 and 30, 2019 were adjusted upward by 4.14%, the average measured drift in the calibration between the April 29<sup>th</sup> recalibration and the May 1, 2019 meter verification.

Ms. Pchola stated that the new Pulsar DUET ultrasonic flow meter data is currently being used.

569.05 Approval Requests and Actions

TWA-1 Approvals

None.

Extension of Time Request

**Maplewood Senior Living Project, Plainsboro Township**

Mr. Doelling reported the Maplewood Senior Living (MSL) project on the Princeton Healthcare Campus in Plainsboro Township has requested a Treatment Works Application (TWA) one-year time extension.

The TWA was originally approved by SBRSA at its March 23, 2015 Board meeting for a flow rate of 10,500 gallons per day. SBRSA has previously granted a one-year time extension, which expired on May 18, 2019. In accordance with SBRSA's Revised Resolution Affirming Terms for Approvals for TWA-1 Sewer Extension Applications as Amended 11/26/01, if granted, time extensions can only be extended up to five years from the date of the original SBRSA approval which will be March 23, 2020. MSL intends to begin sitework and foundation work on or about June 1, 2019. South Brunswick Township has no objection to the approval of the one-year time extension for the Treatment Works Approval permit for this project. The applicant has provided the requested information, as outlined in SBRSA's TWA Resolution.

Staff recommends approval of this time extension application.

Ms. Alexander stated that if MLS goes past the one-year extension then MLS would have to start the process all over.

Resolution 2019-30 was moved by Mr. Goldfarb, seconded by Mr. Vilaro-Munet and passed by roll call vote 6 to 0. Resolution 2019-30 follows.

**Resolution Authorizing Time Extension of Treatment Works Approval for  
Maplewood at Princeton on the Princeton Healthcare Campus, Block 1701, Lot 4.05,  
Plainsboro Township**

**Resolution No. 2019-30**

**WHEREAS**, a Treatment Works Approval for Maplewood at Princeton on the Princeton Healthcare Campus in Plainsboro Township has been approved by the Stony Brook Regional Sewerage Authority (SBRSA) at its March 23, 2015 meeting; and

**WHEREAS**, the New Jersey Department of Environmental Protection (NJDEP) approved the Treatment Works for a flow rate of 10,500 gallons per day on May 18, 2015; and

**WHEREAS**, the Stony Brook Regional Sewerage Authority (SBRSA) has previously granted a one-year time extension, which expires May 18, 2019; and

**WHEREAS**, in accordance with SBRSA's Revised Resolution Affirming Terms for Approvals for TWA-1 Sewer Extension Applications as Amended 11/26/01, the applicant has requested a time extension; and

**WHEREAS**, the applicant has provided requested detailed information in a timely manner; and

**WHEREAS**, the project is more particularly described in the Treatment Works Approval Permit Application Form (TWA-1), on file at the offices of the SBRSA; and

**WHEREAS**, this project and its one-year time extension has been endorsed by South Brunswick Township in a letter dated April 26, 2019; and

**WHEREAS**, in accordance with SBRSA's Revised Resolution Affirming Terms for Approvals for TWA-1 Sewer Extension Applications as Amended 11/26/01, the applicant has acknowledged that no time extension will be granted beyond March 23, 2020.

**WHEREAS**, SBRSA has reviewed the time extension request; and

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

Stony Brook recommends approval of the time extension request for the Treatment Works Approval of the 10,500 gpd proposed allocation for the Maplewood at Princeton project.

The time extension shall remain in effect until March 23, 2020, which is five years from the date of the original SBRSA approval.

The Executive Director of SBRSA is authorized and directed to execute the time extension of Treatment Works Approval for Maplewood at Princeton on the Princeton Healthcare Campus in Plainsboro Township originally adopted on March 23, 2015.

**BE IT FURTHER RESOLVED** by the Stony Brook Regional Sewerage Authority that the approval shall remain in effect as stipulated in SBRSA's Revised Resolution Affirming Terms for Approvals for TWA-1 Sewer Extension Applications as Amended 11/26/01.

**BE IT FURTHER RESOLVED** that this resolution is further conditioned upon the submission of annual reports describing all treatment works and project construction, and accounting for connected and unconnected flows, until all allocated flows are connected.

<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			

Water Quality Management Plan Amendments/Information

Nothing to report.

Capacity Assurance

Mr. Doelling reported that a Capacity Assurance Program WQM-007 Form for the Hopewell Wastewater Treatment Plant for the first quarter of 2019 (January 1, 2019 through March 31, 2019) was submitted to NJDEP April 26, 2019. A copy of this submittal was provided in the report.

In accordance with N.J.A.C. 7:14A-22.16(a), since the Hopewell Wastewater Treatment Plant has exceeded 95% of its permitted flow, determined by the 12-consecutive month average, SBRSA is also required to submit a Capacity Analysis Report (CAR). The CAR was submitted to NJDEP today. A copy of the submitted CAR will be included in next month's report.

Allocated Flow Update

Nothing to report

## 569.06 Regulatory Report

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

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

- The Discharge Monitoring Reports for the month of March 2019 with no violations. The April 2019 DMRs are currently being reviewed.
- The February 2019 RDMRs were submitted to NJDEP. All River Road parameters were compliant with the Air Permit requirements.
- Staff is in the process of reviewing the March 2019 RDMRs.

### Air Reporting

Mr. Rahimi reported that the 1<sup>st</sup> quarter of 2019 Incinerator Sludge Metals Report was submitted to NJDEP on May 3, 2019. There were no exceedances of the monthly, 12-month weighted average and 15-month rolling average metals concentration limits, nor the 12-month rolling average lead or mercury emission limits.

The 1<sup>st</sup> quarter of 2019 Excess Emissions and Monitoring Report was submitted to NJDEP. Incinerator No. 1 operating with the Afterburner (AB) (OS1) had 1.0 hour, and Incinerator No. 2 operating with the AB (OS3) had 1.58 hours of excess emissions for Oxygen (Oxygen < 3.0%). Carbon Monoxide (CO) concentrations during these periods were less than 100 ppmv when corrected to 7% Oxygen.

Mr. Rahimi reported that the requested data to complete the 2018 Emission Statement was forwarded to KEMS on March 21, 2019. KEMS, LLC continues their calculations for the 2018 Annual Emissions Statement.

Mr. Rahimi reported that no affirmative defenses were submitted to NJDEP in this reporting period.

### Laboratory

Mr. Rahimi reported that SBRSA has achieved acceptable results for all parameters in the NJDEP 2019 Proficiency Testing (PT) study from ERA (PT provider). The certificates were provided in this report. The NJDEP Office of Quality Assurance (OQA) will need to validate the results.

## 569.07 Safety

Mr. Irizarry reported as of May 14, 2019, Stony Brook Regional Sewerage Authority has gone 1040 consecutive days without a “Lost Time Accident.”

Mr. Irizarry stated that the annual inspection conducted by Kleinfelder and Elecsys was completed on April 25, 2019. Staff will schedule a meeting with Kleinfelder to review the findings. Items deemed by SBRSA to be a safety priority will be further evaluated for incorporation into upcoming projects.

Stony Brook received two awards from the Joint Insurance Fund: The Safety Incentive Program Award and a Lost Time Accident Free Award for 2017-2018.

Staff is currently soliciting requests for quotations to repair five (5) catch basins and pavement patch work at the River Road facility that are crumbling and present a safety hazard.

Staff submitted the application for the 91st Annual Governor's Occupational Safety and Health Awards Program for the Division of Public Safety's Occupational Safety & Health Certificate for "No Lost Time" Accidents in 2018.

Mr. Irizarry reported that on May 9, 2019 the West Windsor Township Fire and Emergency Services conducted its annual inspection of the Millstone Pump Station. There were no issues found and a "Certificate of Inspection" was received.

Mr. Irizarry reported that Workplace Safety 101 training was provided in-house for our newest employee on April 30, 2019.

#### 569.08 Litigation

Ms. Alexander reported that there was a status conference held on May 8, 2019 wherein the status of the Stipulation of Settlement was discussed regarding the Hopewell and Pennington facilities. With respect to the Hopewell facility, we are still waiting on the Stipulation of Settlement although all issues have been addressed and a new final permit issued. The settlement document is anticipated to be released soon. It is currently in the Attorney General's office.

Ms. Alexander reported that the Pennington facility still has an outstanding Total Dissolved Solids (TDS) issue. Jim Cosgrove of Kleinfelder has been in contact with the NJDEP and Ms. Alexander had been in contact with the DAG regarding this issue. Negotiations are continuing.

A discussion ensued regarding TDS removal through the use of the reverse osmosis (RO) process. Ms. Alexander indicated that NJDEP is not anxious for wastewater treatment plants to meet the TDS limits by utilizing RO, however NJDEP is limited to the current stream standard requirements. The issue is with the stream standard; however, the Department is not able to address the standard through rule making at this time. NJDEP tried to address this through the tiered use rule and then through the drinking water intake protection (DWIP) rule but they did not get promulgated. The issue of TDS may be put off until the next permit cycle.

Ms. Alexander indicated that NJDEP may allow you to treat a portion of your wastewater and blend it back with the effluent to meet the TDS limit. The only other permit issue is the Sufficiently Sensitive Test Methods (SSTM) requirements.

#### 569.09 Operations Report

##### River Road Facility

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

Mr. Kunert reported that on April 21, 2019 we experienced a break in the underground 4-inch Effluent Flushing Water (EFW) pipe between our Sludge Cake Receiving Facility and our Disinfection Building. The EFW piping runs below grade to nearly every area of our treatment plant providing water to all our flushing hydrants and used extensively at vital areas of the process.

After discovery of the break, staff shutdown the EFW Pumps and set up backup systems using portable sump pumps to supply carrier water for the Sodium Bisulfite Feed System to maintain dechlorination, and to provide seal water to the Sludge Return Pump's mechanical seals in the Chemical Building basement. Staff contacted an outside contractor, Jingoli & Son, and they were on-site early the next morning to excavate and repair the pipe. The repairs were completed the following day, April 23, 2019 and the EFW system was put back into service. Staff will monitor the area of the pipe break through a vertical capped inspection pipe that was installed at our request, prior to backfilling the excavation. The Board was provided with the Emergency Procurement Report. Staff recommended approval of Resolution 2019-32 Authorizing the Emergency Procurement of Services for the Repair of the Leaking Effluent Flushing Water Line.

Mr. Kunert reported that the total estimate of the repairs is approximately \$20,000.

Dr. Downey stated that the estimated amounts on the Emergency Procurement Report, line 8, and Resolution 2019-32, paragraph 1, be changed from \$15,000 to \$20,000.

The resolution with the suggested change was moved by Mr. Goldfarb, seconded by Mr. Patel and passed by a roll call vote of 6 to 0. Resolution 2019-32 follows.

#### **Resolution Authorizing the Emergency Procurement of Services for the Repair of THE Leaking Effluent Flushing Water Line**

#### **Resolution No. 2019-32**

**WHEREAS**, an emergency situation developed, which could not have been reasonably foreseen, with respect to the need to repair an effluent flushing water line (EFW) at the River Road Wastewater Treatment Plant (RRWWTP). Specifically, excavating in the



vicinity where water was ponding on the ground surface, locating and repairing the leaking 4-inch EFW line, and temporary restoration of the grounds; and

**WHEREAS**, the Authority has reviewed the attached Emergency Procurement Report prepared by the Assistant Plant Manager, regarding the emergency procurement of services in connection with the work required to repair the leaking EFW line; and

**WHEREAS**, pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-6, a contract may be awarded without public advertising for bids and bidding when an emergency affecting the public health, safety or welfare requires the immediate performance of the services; and

**WHEREAS**, the Authority is satisfied that, for the reasons articulated in the Emergency Procurement Report prepared by the Assistant Plant Manager, attached hereto and made a part hereof, the proposed emergency procurement is justified and meets the requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-6, and regulations promulgated thereto, N.J.A.C. 5:34-6.1; and

**NOW, THEREFORE, BE IT RESOLVED BY THE STONY BROOK REGIONAL SEWERAGE AUTHORITY AS FOLLOWS:**

The Authority declares that an emergency exists with respect to the immediate need to repair the leaking EFW line at the RRWWTP as further described in the attached Emergency Procurement Report prepared by the Assistant Plant Manager, which emergency requires the immediate emergency procurement of services in order to protect public health, safety and welfare.

1. The Executive Director is authorized to execute a Contract without public advertising for bids and bidding in accordance with N.J.S.A. 40A:11-6 and N.J.A.C. 5:34-6.1, with Joseph Jingoli & Son, Inc. in the estimated amount of \$20,000 for the provision of emergency services for the repair of the leaking EFW line at the RRWWTP.
2. A Contract shall not be executed unless there is proof of the contractor's New Jersey Business Registration, Certificates of Insurance, together with all documents required by law.
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			

Mr. Kunert reported that SBRSA received an email from the South Brunswick Township Utilities Sewer Department Supervisor, Scott Cevera, regarding an incident that occurred in Monmouth Junction. The email correspondence was provided in the report. The email indicated a contractor in South Brunswick Township was attempting to remove two (2) 300-foot cables which were put in the sanitary sewer line for a soil remediation project, the cables snapped, releasing all of the solids and grease down the sewer line. After we were informed of this incident, staff monitored the South Brunswick Pumping Station each shift for few days and found nothing unusual being removed from the incoming wastewater stream by our mechanical bar screen.

Mr. Kunert reported that he emailed Mr. Cevera asking if the cable had been removed from the sanitary sewer line but he has not received a response.

Mr. Kunert reported that Incinerator No. 1 was inspected by Chavond-Barry Engineering (CBE). Staff is waiting for the inspection report which is being prepared by CBE.

Mr. Kunert reported that all four Chlorine Contact Tanks and all four Re-aeration Tanks were dewatered, cleaned, and put back into service.

#### Upstream Facilities

Mr. Kunert reported that the Upstream facilities operated well during this reporting period. However, the dual-media filters at both facilities needed to be by-passed during the rain events which occurred on May 5, 12, 13, 2019. A hotline call was made to the DEP as required.

#### Odor Report

Mr. Kunert reported that staff received two Odor Complaints from our surrounding area during the month of April. We received no odor complaints during the partial May 2019 reporting period.

#### Customer Septage and Sludge Deliveries

Mr. Kunert reported that for the month of April, the quantity of liquid sludge was 19% below the budgeted amount and sludge cake was 36% above the budgeted amount. The quantity of gray water was 31% above its budgeted amount for the month of April.

Mr. Patel asked about SBRSA's sludge capacity.

Mr. Kunert reported that our capacity would depend on our liquid sludge intake, and if the necessary equipment is functioning at the time. The determination of the sludge capacity is complicated. The incinerator typically runs at a capacity of about six (6) wet tons per hour, seven (7) days per week, 24 hours a day.

Ms. Pchola reported that Mr. Ireland is responsible for monitoring the feed rate to prevent over taxing the incinerator. Mr. Ireland also monitors the deliveries and the amount of sludge SBRSA can accept.

Mr. Morehouse stated that the percentage that Mr. Kunert is reporting is the percent of a budgetary estimate not a percent of incinerator design capacity.

#### 569.10 Maintenance

Mr. Stewart reported that during the week of April 24, 2019, four mixers located in the Modified Aeration Tank Effluent Channel were removed from service one at a time for scheduled Preventive Maintenance. The mixer propeller cones were replaced with new ones due to wear and one damaged propeller was replaced. Also, new hoists and winches were installed on the remaining three mixers to eliminate the sharing of the one hoist that was supplied during the project.

Mr. Stewart reported that Orbal Tank No. 1 Drive, No. 2 located at the Pennington facility was reported to have only one aerator shaft operating during the operator routine surveillance on April 20, 2019. After further investigation it was found that the coupling chain had broken, and the chain cover was damaged. The chain and cover were replaced with new parts from inventory, tested and placed back into service.

Mr. Stewart reported that the drive motor for Pennington Reaeration Tank No. 1 was replaced with a new 7.5 horsepower motor due to bad bearings on April 29, 2019. The motor was tested, and the drive was placed in standby.

Mr. Stewart reported that Ash Pelletizer No. 1 was removed from service April 30, 2019 for a complete overhaul. The overhaul consisted of stripping the tub and recoating it with anti-corrosive paint, installing new stainless-steel shafts, screws, paddles and eight new pillow block bearings. The pelletizer was tested for proper operation and placed back into service on May 2, 2019.

Mr. Stewart reported the current monthly open work requests stand at twenty-five (25). The preventive maintenance graphs show that staff is currently averaging three (3) days overdue and the number of overdue units is approximately three (3).

#### 569.11 Construction Report

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

Mr. Doelling reported that a meeting will be scheduled soon with staff (Engineering and Operations) and Kleinfelder to review the draft Hopewell STP Process Evaluation/Planning Study.

### Phosphorous Impact Modeling Study

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

### NJPDES Permits

There has been no change to the status of these permits.

### River Road WWTP UV Disinfection/Filtration Design

Mr. Doelling reported that on May 10th, staff met with Kleinfelder to review the 30% design documents. Kleinfelder continues with the preliminary design and addressing SBRSA staff's comments. Staff has started the application process for funding through the New Jersey Water Bank - NJWB (formerly the New Jersey Environmental Infrastructure Financing Program - NJEIFP). The NJWB is accepting all loan applications through the program's online application system, H2LOans.

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

Mr. Doelling reported that this project stands at 99% complete. Centrica was on-site on three different occasions in May. They were back today to replace and adjust the valve rockers and refilled the fluids. A load test is scheduled for this Thursday.

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

Mr. Doelling reported that this project remains at 90% complete. The new high-pressure valves and bypass piping were delivered today, and the installation of the valves and piping will begin soon.

### Contract 17-1, Pennington WWTP Upgrade and Expansion

Mr. Doelling reported that as of Progress Payment No. 9 this project stands at 42% complete. A detailed report of the progress was provided. The project is going very well considering the weather. The contract has a great deal of the concrete work completed and the completion date is still on track for December 2019.

Mr. Morehouse suggested a site visit to the Pennington facility in September or October. Mr. Morehouse also suggested a site tour of the River Road facility in July. This will be discussed in more detail at the June Board meeting.

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

Mr. Doelling reported that the contractor, B.R. Welding, continues to submit shop drawings for the equipment and materials.

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

Mr. Doelling reported that the new Parshall flume is expected to be delivered this week. Once it arrives at SBRSA, staff will coordinate the installation.

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

Mr. Doelling reported that on May 10, 2019 a pre-construction meeting was held with Iron Hills Construction, Inc. At that meeting, Iron Hills presented a preliminary construction schedule that has the project being completed in mid-December.

#### River Road Wastewater Treatment Plant - Operations Building Roof Replacement Project

Mr. Doelling reported that staff has received one quotation for the Operations Building roof replacement and is waiting for a second quotation from the one other member of the Mercer County Cooperative. We expect to get that second quote by the next Board meeting.

#### Process Control/SCADA

Mr. Doelling indicated that the monthly flow meter verification was conducted by staff on May 1, 2019.

Mr. Doelling reported that staff continues its evaluation of the Pulsar DUET ultrasonic flow metering device for a potentially more accurate and reliable measurement of open channel flow. The new meter was installed in Meter Station No. 7 on April 29th. The existing meter was relocated upstream of the new meter, and recalibrated. Both meters were re-verified several times. The Pulsar DUET meter verifications are holding steady at less than a quarter of a percent error across each of our verifications. The ISCO meter has drifted. It was approximately 6% out of range and currently is out of range by 4%.

#### Plant Influent Flow Meter

Mr. Doelling reported that the staff continues with the calibration checks on the two (2) flow transmitters. A comparison summary of the sum of our billing meters versus the River Road plant influent meter was provided to the Board. The meters are within 1%.

#### Information Technology

Mr. Thomas reported that the video surveillance server upgrade is complete. The disk performance increase was approximately 600%.

Mr. Thomas stated that three (3) new 6 kVA Uninterruptable Power Supplies (UPS) are installed and running in the server room. The battery life should provide over one-hour of protection for our current load.

Mr. Thomas reported that the staff continues to test the partial Windows 10 deployment; we expect to have all workstations upgraded by August.

569.12 Finance

Payment of Bills and Claims

Mr. Goldfarb moved for approval of Resolution 2019-31 for the payment of bills and claims in the amount of \$2,273,845.23 with two signatures instead of three. The motion was seconded by Mr. Patel.

Resolution 2019-31 was then passed by a roll call vote of 6 to 0. Resolution 2019-31 follows.

**Resolution Regarding Payment of Bills and Claims**

**Resolution No. 2019-31**

**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 \$2,273,845.23 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 reported that the net income for five months of the 2019 fiscal year ending April 31, 2019, was \$667,585. The Authority has total cash and investments of \$18,281,937. The current construction projects balance is \$9,307,379. Mr. Sears noted there are sufficient

funds for these projects. The outstanding bond principal balance is unchanged at \$17,577,119.

#### Monthly Sludge Business Analysis

Mr. Sears reported that the monthly net income figure for the month of April is \$119,347 and the cumulative net income is \$526,114.

Mr. Sears reported that there will be an upcoming Finance Committee meeting to go over the audit findings. GASB 67 & 68 was released this afternoon.

Mr. Sears will send out an email to the Finance Committee with available meeting dates to review 2018 financial reports.

#### 569.13 Personnel Report

Ms. Pchola reported that there was one (1) new hire for the position of Operator VI.

Mr. Goldfarb asked if we have written Personnel policies and if they are reviewed from time to time with our attorneys.

Mr. Sears reported that the Personnel policies must be reviewed by our attorney every two (2) years based on JIF (Joint Insurance Fund) standard. SBRSA's labor attorney reviews and signs off on the policies.

#### 569.14 Correspondence

None.

#### 569.15 Old Business

There was nothing to report.

#### 569.16 New Business

The following liquid sludge contract was approved on a motion by Mr. Goldfarb, seconded by Mr. Vilaro-Munet and passed by a vote of 6 to 0.

Johnson & Johnson, CPC	50,0000 gallons	01/01/2019 to 12/31/2019
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569.17 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.

569.18 And such other issues as may come before the Board

The Board expressed their appreciation to Ms. Carlino for her many years of outstanding service. The Board thanked Ms. Carlino for her attention to detail and that it has been a pleasure working with her for the past 19 years. The Board wished her well.

569.19 Executive Session

The Board entered Executive Session at 8:17 pm on a motion by Mr. Goldfarb, seconded by Mr. Patel and passed by a roll call vote of 6 to 0. Resolution 2019-34 follows.

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

**Resolution 2019-34**

**BE IT RESOLVED** by the Stony Brook Regional Sewerage Authority on this 20th day of May, 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 increase for the Executive Director.
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

A discussion took place regarding the Executive Director's salary increase and the required resolution for the 2019 salary increases for non-union and management personnel.

Return to Public Session

The Board returned to Public Session at 8:45 p.m. on motion by Mr. Morehouse, seconded by Mr. Patel and passed by unanimous vote.

The Board approved a salary increase for non-union and all management personnel through Resolution 2019-35 which was moved by Mr. Patel and seconded by Mr. Vilaro-Munet and passed by a roll call vote of 6 to 0. Resolution 2019-35 follows.

**Resolution Authorizing 2019 Salary Increases for Non-Union and Management Personnel**

Resolution No. **2019-35**

**WHEREAS**, the Stony Brook Regional Sewerage Authority (Authority) has evaluated the Authority's Non-Union and Management personnel salaries; and

**WHEREAS**, the Authority has recommended a 2.5% salary increase for said personnel; and

**WHEREAS**, the Stony Brook Regional Sewerage Authority has funds available in the Salaries/Benefits Account 3001 and 3007 in the 2019 Operating Budget.

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

All Non-Union personnel shall receive a salary increase of 2.5%, retroactive to January 1, 2019. If hired after January 1, 2018, Non-Union personnel shall receive a prorated 2.5% increase based on the number of months employed by the Authority during 2018; and

All Management personnel shall receive a salary increase of 2.5%, retroactive to January 1, 2019. If hired after January 1, 2018, Management personnel shall receive a prorated 2.5% increase based on the number of months employed by the Authority during 2018; and

**BE IT FURTHER RESOLVED** that this Resolution shall take effect immediately.

<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			

569-20 Adjournment

A there was no further business to come before the Board, the meeting was adjourned at 8:50 p.m. on a motion by Mr. Goldfarb, seconded Mr. Morehouse and passed by unanimous vote.

Respectfully Submitted,

Antonia Pchola  
Secretary

Recorded and Written by  
Angela Christiano  
June 10, 2019