

Minutes of Meeting #573, September 23, 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, Ponte

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

573.01 Chairman Downey opened the regularly scheduled meeting at 7:03 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.

573.02 Approval of Minutes

Chairman Downey asked for comments/questions on the August 26, 2019 Board meeting minutes. The minutes were approved as presented on a motion by Mr. Goldfarb, seconded by Mr. Patel and passed by a vote of 6 to 0.

573.03 Board Related Activities

Consultant List

The consultant list was provided for information.

Ms. Pchola stated that there is an amendment request for the Millstone Pump Station Odor Abatement System Improvements that will be discussed in the Construction section.

573.04 Planning and Administration

Ms. Pchola reported that the most current 12-month average daily flow at the River Road WWTP is 11,175,753 gpd with 1,280,471 gpd of available capacity. The current 12-month average daily flow at the Hopewell WWTP is 314,005 gpd and is over capacity by 14,305 gpd. The current 12-month average daily flow at the Pennington WWTP is 325,865 gpd and is over capacity by 48,112 gpd.

Monthly Flow Transmittal

Ms. Pchola noted the monthly meter certifications were performed on September 3, 2019 all meters were within plus or minus 5%.

Ms. Pchola reported that at the Princeton-Forrestal Meter Station, a failed transponder lead to the flow meter providing inaccurate data during the August 12 through August 16, 2019 time period.

Millstone Pump Station flows, and the Princeton-Forrestal Connector flows are interrelated. Princeton-Forrestal Connector flows are metered before and measured as part of the Millstone Pump Station flows. The flow data for August 12 through August 16, 2019 were adjusted proportional to the Millstone Pump Station flows. The average percentage difference between these flows for the weekdays immediately prior to, and immediately following the period of inaccuracy was 27.22%. The Princeton-Forrestal flows for the August 12 through August 16, 2019 time period were adjusted downward by 27.22%.

573.05 Approval Requests and Actions

TWA-1 Approvals

Heritage at Pennington Phase 2, Block 102, Lot 1 in Borough of Pennington, Mercer County

Mr. Doelling reported that Heritage at Pennington Phase 2, located in the Borough of Pennington, proposes connection of twenty-nine (29) three-bedroom units, and six (6) two-bedroom units and one (1) one-bedroom unit for a projected flow of 10,200 gpd.

As indicated last month, the Environmental Protection Agency (EPA) reviewed and approved a partial waiver of the Environmentally Sensitive Area (ESA) special grant condition for this project.

Phase 2 of this project has received approval from the Pennington Borough Engineer and Borough Council.

Mr. Doelling reported that the 12-month Average Daily Flow (ADF) to the Pennington WWTP is approximately 16% over its current rated capacity of 0.300 mgd. Staff cannot certify that the Pennington WWTP has capacity to accept the proposed increase in estimated flow at this time. The Pennington WWTP is undergoing an upgrade and expansion to 0.445 mgd. Upon its completion, the Pennington WWTP will have enough capacity to accept the proposed estimated increase in flow. Based on the current construction schedule, it is anticipated that construction will be completed in December 2019.

Provided was a letter from American Properties, dated August 29, 2019 stating that it would not connect to the Pennington WWTP until the upgrade and expansion of the Pennington WWTP is complete, and their understanding that the Borough of Pennington would not issue a Certificate of Occupancy (CO) for any units in Phase 2 until the upgrade and expansion is complete. The second letter provided was from the Pennington Borough stating that Pennington Borough would not issue a CO until construction of the Pennington WWTP is completed.

Also, provided was the submitted Treatment Works Approval (TWA) application for a flow rate of 10,200 gpd.

Staff recommended approval of Resolution 2019-59, Authorizing Endorsement of Application for Treatment Works Approval Statement of Consent for Heritage at Pennington Phase 2, Block 102, Lot 1, Borough of Pennington, Mercer County.

Resolution 2019-59 was moved by Mr. Goldfarb, seconded by Mr. Patel.

Ms. Alexander stated that SBRSA would alter the certification language to indicate that the SBRSA Pennington WWTP is currently under construction and does not have the capacity.

Mr. Goldfarb stated that the language must be incorporated in the document sent to New Jersey Department of Environmental Protection (NJDEP).

Ms. Alexander stated that she would provide an asterisk (*) and the language to be included on the document being sent to NJDEP.

Resolution 2019-59 was passed by roll call of 6 to 0. Resolution 2019-59 follows.

**Resolution Authorizing Endorsement of Application for Treatment Works Approval
Statement of Consent for Heritage at Pennington Phase 2, Block 102, Lot 1
Borough of Pennington, Mercer County**

Resolution No. 2019-59

WHEREAS, an application for Treatment Works Approval has been submitted to Stony Brook Regional Sewerage Authority (SBRSA) by Menlo Engineering Associates representing the Applicant/Owner American Properties at Pennington, LLC for the construction of the Phase 2 units of a major subdivision located in the Borough of Pennington; and

WHEREAS, the applicant proposes connection of twenty-nine (29) three-bedroom units, and six (6) two-bedroom units and one (1) one-bedroom unit to sanitary sewer mains previously approved and constructed during the Phase 1 Treatment Works Approval (October 2016). The project is more particularly described in the Treatment Works Approval Permit Application Form (TWA-1), on file at the office of the SBRSA; and

WHEREAS, SBRSA has reviewed the application based on the requirements of N.J.A.C. 7:14A-23.3 Projected Flow Criteria, and the flow associated with this application is 10,200 gallons per day (gpd); and

WHEREAS, this project has been endorsed by Borough of Pennington's Engineer dated July 1, 2019 on Form WQM-003 Consent by Governing Body; and

WHEREAS, the New Jersey Department of Environmental Protection (NJDEP) presently requires the certification by the Wastewater Treatment Facility Owner, that the committed flow does not exceed the presently permitted design capacity and with the additional flow proposed by this application; and

WHEREAS, the 12-month average committed flow and additional flow proposed by this application presently exceeds the current capacity of the Pennington WWTP; and

WHEREAS, the Pennington WWTP is currently being expanded with additional capacity; and

WHEREAS, the committed flow, and additional flow proposed by this application, will not exceed the anticipated expanded permitted design capacity; and

WHEREAS, based on the current construction schedule, it is anticipated that construction of the expanded capacity will be completed in December 2019; and

WHEREAS, by letter dated August 29, 2019, attached hereto and made a part hereof, American Properties at Pennington, LLC advised the SBRSA that it anticipates that the first units of Phase 2 will be ready for occupancy in April 2020, and has further acknowledged that American Properties shall not connect to the Pennington WWTP until the upgrade and expansion of the Pennington WWTP project (Contract 17-1) is complete; and

WHEREAS, by letter dated September 19, 2019, attached hereto and made a part hereof, the Borough of Pennington has advised that the Borough will not issue a Certificate of Occupancy for any units in Phase 2 until the upgrade and expansion of the Pennington WWTP project (Contract 17-1) is complete; and

WHEREAS, SBRSA staff recommends approval of the Treatment Works Approval application for the proposed allocation of 10,200 gpd.

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

In reliance upon the written assurances of American Properties that it would not connect to the Pennington WWTP until the upgrade and expansion of the Pennington WWTP is complete, and the written assurances of the Borough of Pennington that it would not issue a Certificate of Occupancy for any units in Phase 2 until the upgrade and expansion of the

Pennington WWTP is complete, the Executive Director of SBRSA is hereby authorized and directed to execute the Treatment Works Approval (TWA-1 Application) Form WQM-003, relevant to Phase 2 of the American Properties at Pennington, LLC project, and in accordance with the SBRSA Resolution adopted August 21, 1984.

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.

<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			

Extension of Time Request

None.

Water Quality Management Plan Amendments/Information

Mr. Doelling reported that the staff is reviewing a draft of the Mercer County Wastewater Management Plan document submitted by the Mercer County Planning Department on September 3, 2019.

Capacity Assurance

Mr. Doelling reported that as discussed at the July 22, 2019 Board meeting, New Jersey Department of Environmental Protection (NJDEP) has requested an update to the Capacity Analysis Report (CAR) for the Hopewell WWTP.

Staff submitted the initial responses from Hopewell Borough and Hopewell Township letter regarding the status its Infiltration/Inflow (I/I) reduction program to NJDEP for comment. NJDEP provided comments on August 27, 2019. Staff had a follow up response from Hopewell Township via Suburban Consulting Engineers that was received on September 4, 2019. The letter was provided. Subsequent to the receipt of the letter, staff requested a schedule from Hopewell Township. Staff is waiting for a response from Hopewell Borough.

Mr. Morehouse stated the staff will receive a response from Hopewell Borough shortly.

Mr. Doelling stated that once Hopewell Township and Hopewell Borough provide their responses, staff will submit the information to NJDEP.

NJDEP has extended SBRSA's required response deadline to October 26, 2019.

Allocated Flow Update

Mr. Doelling reported that the staff received an update from American Properties regarding the Heritage at Pennington Phase I project. Currently, 38 units out of the 44 units are occupied. The original allocated flow was 12,600 gpd; a total of 11,400 gpd have been removed from the allocated flow.

573.06 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 August 2019 are currently being reviewed.
- The June 2019 RDMRs were submitted. All River Road parameters were compliant with the Air Permit requirements.
- The July 2019 RDMRs are currently being reviewed.

The Pennington Semi-annual and Hopewell and Pennington Annual Surface Water Discharge Waste Characterization Reports (SWDWCR) were submitted. The results were within the expected ranges for these facilities.

Air Reporting

Mr. Rahimi reported that three (3) affirmative defenses were submitted to NJDEP during the reporting period. The reported incidents included two events due to issues with commercial power on August 6 and August 14, 2019 and one associated with a scrubber water supply strainer clog on September 3, 2019.

On August 1, 2019, NJDEP requested additional information regarding our Annual Emission Statement Report (ESR) submittal. KEMS, LLC, our permitting consultant, addressed NJDEP's concerns and uploaded a revised ESR to NJDEP online on September 3, 2019 with the provided cover letter. The Emission Statement was certified by staff on September 3, 2019.

Laboratory

Mr. Rahimi reported that SBRSA's application for E.Coli testing by IDEXX Colilert-18 method was approved by the NJDEP Office of Quality Assurance (OQA) on August 15, 2019. The letter was provided. Staff has been performing E.Coli testing using this method since September 1, 2019.

The NJDEP 2019 Proficiency Testing (PT) make-up sample for Fecal Coliform was received on September 12, 2019 from ERA (PT provider). The study will close on October 24, 2019.

Miscellaneous

Nothing to report.

573.07 Safety

Accident Report

Mr. Irizarry reported that there were zero "Lost Time" and "No Lost Time" Accidents/injuries this period. SBRSA has gone 1165 consecutive days without a "Lost Time Accident."

Fuel Oil Odor at Pennington

Mr. Irizarry reported that staff continues making progress on monitoring and removing the fuel oil odor. The locker room volatile organic compound (VOC) measured concentration decreased from 17 ppm to 10.5 ppm.

2019 Annual Inspection Report

Mr. Irizarry stated that staff continues address safety issues. The Kleinfelder's Annual Report was received September 23, 2019. Once reviewed, staff will provide additional information for the next reporting period including comments and a priority ranking on each line item in the report.

River Road Facility Storm Drain Repair Project

Mr. Irizarry reported that Mercer County Department of Transportation (DOT) has made repairs to two (2) storm drains at the entrance to the River Road WWPT as part of their River Road repaving project.

These storm drain repairs have been removed from the scope of work requested by staff at the River Road WWPT.

River Road Paving Repair Project

Mr. Irizarry reported that staff is currently requesting quotations for pavement patch work at the River Road Facility. Staff received one (1) quote and is seeking additional quotes from other contractors.

Miscellaneous

Mr. Irizarry reported that SBRSA received the “Award of Merit” from the Governor’s Occupational Safety and Health Awards Program.

573.08 Litigation

Ms. Alexander stated there will be a discussion about the Pennington WWTP in closed session.

Ms. Alexander reported on the issue regarding the Stony Brook Regional Sewerage Authority vs. New Jersey Department of Environmental Protection, for the Hopewell STP. A status conference was held on September 10, 2019 wherein the status of the settlement document was discussed with Judge James-Beavers and DAG Dru. DAG Dru advised that the settlement documents remain under review and that a final document is anticipated soon. SBRSA has already received a final NJPDES Permit resolving all contested issues. A status conference is scheduled for January 8, 2020, by which time it is anticipated that the settlement documents will be finalized.

3.09 Operations Report

River Road Facility

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

Mr. Kunert reported that beginning September 21 through October 8, 2019, the Incinerator at Atlantic County MUA will be down for routine maintenance. During this period of time, we will be receiving approximately 400 cubic yards of sludge cake from Raritan Township Municipal Utilities Authority along with approximately 100 cubic yards from Lambertville Municipal Utilities Authority.

Mr. Kunert reported that while staff attempted to take Gravity Sludge Thickener No. 1 offline so it could be drained, cleaned and inspected, the stem that connects the valve operator to the influent gate bent, and a stem guide broke off the wall. The stem and guide were replaced making the thickener functional. Staff removed the grit and rags from the Thickener Splitter Box which contributed to the problem. Staff will take Gravity Sludge

Thickener No. 1 off-line so it can be cleaned and assessed for any repairs over the next few weeks.

Mr. Kunert reported that all four (4) Chlorine Contact Tanks and all four (4) Re-Aeration Tanks were taken off-line one at a time, drained, cleaned, and placed back into service.

Upstream Facilities

Mr. Kunert reported that the Upstream facilities operated well during this reporting period.

Odor Report

Mr. Kunert reported that staff received one odor complaint from our surrounding area during the month of August. We received one odor complaint during the partial September 2019 reporting period.

Mr. Kunert stated that the odor complaints are attributed to the low flows.

Customer Septage and Sludge Deliveries

Mr. Kunert reported that for the month of August 2019 the quantity of liquid sludge was 18% below the budgeted amount, sludge cake was 47% above the budgeted amount, and gray water was 2% above the budgeted amount.

Mr. Goldfarb recommended that staff inquire about sludge disposal contracts that are awarded to other wastewater treatment facilities.

573.10 Maintenance

Mr. Ireland reported that the Sludge Cake Building Carbon Scrubber fan used for odor control was taken offline on August 8, 2019 due to excessive noise and vibration. The fifteen (15) horsepower motor was found to have a worn shaft and bearing. The existing motor was removed and replaced with a new motor, and a new drive pulley and new belts from inventory. Once the fan was tested for proper rotation it was placed back into operation.

On August 15, 2019, Polymer Pump No. 3 was removed from service due to an insufficient flow rate. After further inspection it was found that the pump needed an overhaul. The pump was refitted with a new rotor, stator and seal kit from inventory. The pump was tested and placed back into service on August 19, 2019.

Belt Filter Press No. 1 was taken offline on September 4, 2019 because it was reported to be using more hydraulic oil than normal. When inspected there were no visible leaks at the time. After many attempts to locate the hydraulic leak it was found that the upper tension cylinder rod was leaking on the drive side. The cylinder was removed and replaced with a

new hydraulic cylinder assembly from inventory. Once tested for proper operation the belt filter press was returned to service on September 6, 2019.

Mr. Ireland provided the preventive maintenance graphs and monthly work orders for the month of August.

573.11 Construction Report

Odor Sampling and Evaluation

Mr. Doelling provided the results of TRC's most recent odor analyses and comparison of data from the last several years. Also provided was a summary of the results of the H₂S readings using SBRSA's Jerome H₂S Analyzer.

River Road WWTP UV Disinfection/Filtration Design

Mr. Doelling reported that Kleinfelder continues to work on completion of 90% plans and specifications. Kleinfelder is additionally working on support documentation for SBRSA's submission to the Princeton Planning Board. Kleinfelder expects to have these documents completed by early October 2019.

Contract 14-1, SBRSA Emergency Generator Project

Mr. Doelling reported that the contractor has submitted all documents required for contract close-out. The final payment application has been submitted for approval this month. Once approved this project will be closed out.

Contract 17-1, Pennington WWTP Upgrade and Expansion

Mr. Doelling stated that as of Progress Payment No. 13 this project stands at approximately 72% complete. Detailed construction progress was provided in the report.

Contract 18-3, Millstone Pump Station Odor Abatement Design

Mr. Doelling reported that during the week of September 9, 2019, B.R. Welding was on-site collecting field dimensions and confirming existing equipment locations. B.R. Welding has provided the re-submittals for all major equipment, except the high plume fan. Staff is waiting for delivery of long lead-time items.

On August 21, 2019, R3M submitted a request for additional funding due to the higher than anticipated number of shop drawings, and multiple resubmittal reviews which have been required. The amendment request letter was provided.

Staff recommends approval of Resolution 2019-63, Authorizing Amendment No. 2 to the "No Political Contributions Allowed" Contract to R3M for the Design and Services During

Construction for the Millstone Pump Station Odor Abatement System Improvements, presents Amendment No. 2 in the amount \$11,000, for an amended construction services contract amount of \$35,843. The additional construction services are billed on a time-and-expense charge basis, for a total amended contract amount, including design services, of \$138,052.

Mr. Doelling introduced Mr. Ponte from R3M Engineering Inc. (R3M) who attended the meeting to address any questions regarding the proposed amendment request.

Mr. Goldfarb stated the additional amount being charged was a large increase as a percentage.

Mr. Goldfarb asked Mr. Ponte to briefly summarize the additional cost from the original proposal.

Mr. Ponte stated that the original quote was optimistic in terms of the number of shop drawings and the effort it would take to review and approve them. R3M received fifty-five (55) shop drawings, which was twenty (20) more than originally estimated and many of the shop drawings required resubmittals.

Mr. Ponte indicated that R3M has worked with the low bidder through the shop drawing process and stated that SBRSA will be happy with the project's end result. In order to give SBRSA what they are entitled to, as specified in the contract, it has taken additional effort from R3M. The project is also running a little behind schedule. The notice to proceed was given on March 26, 2019 with a 155-day completion date. As of last week, B.R. Welding was 176 days into the contract, and except to confirm some field dimensions, construction has not started yet. Mr. Ponte indicated that his best estimate of when the project will be completed is early spring of 2020 instead of by the original contract completion date of December 2019.

Mr. Goldfarb asked if the delay will cause additional cost for R3M.

Mr. Ponte stated that the delay would not cause R3M any additional cost. The increase cost is for the additional shop drawing review.

Mr. Patel stated the R3M designed the project and underestimated the number of shop drawing in the original proposal.

Mr. Ponte stated that he agreed that he underestimated the number of shop drawings on the original proposal.

Resolution 2019-63 was tabled to the next Board meeting.

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

Mr. Doelling reported that the Contractor has begun installation of the weirs and baffles. Staff is waiting for delivery of the drive.

River Road Wastewater Treatment Plant - Operations Building Roof Replacement Project

Mr. Doelling reported that the Contractor has submitted all shop drawings for the roofing system and the installation of the new roofing system is scheduled to begin during the last week in September. The roofing work is expected to take one month to complete.

Process Control/SCADA

Mr. Doelling reported the quarterly flow meter certification was conducted by W. G. Malden on September 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. Provided was the comparison summary of the sum of our billing meters versus the River Road plant influent meter.

Miscellaneous Repair

Mr. Doelling provided a list of unscheduled maintenance repairs completed by the instrumentation staff during this reporting period.

Information Technology

Mr. Thomas reported that preventative maintenance was completed for all devices and services this reporting period.

Municipal Excess Liability Joint Insurance Fund (MEL JIF) Cyber-Security Tier 1 Status:

Mr. Thomas reported that the staff continues its efforts to meet the requirements of the MEL JIF Cyber Risk Management Program's Minimum Technology Proficiency Standards for Tier 1. Information Technology Security Awareness Training will be available to all SBRSA computer, smart-phone, and email users including Board members next month.

Mr. Thomas reported the MEL JIF's published Minimum Security Response Plan for Cybersecurity Incidents and Model Information Technology Practices Policy are being reviewed by staff for assistance with our policy development.

Mr. Goldfarb stated that SBRSA Board members should be exclusively using their SBRSA email for SBRSA business.

RRWWTP Operations Building Structured Cabling Project:

Mr. Thomas reported during the past reporting period Telequest Communications, Inc. staff was on-site collecting field dimensions and confirming existing conduit routing. The fiber-optic line between the operations building and engineering trailer was discovered to be direct-burial instead of via conduit. Staff is reviewing options for the installation of conduit.

On September 9, 2019 during inspection by the contractor, the fiber optic cable was broken at the terminating connection in the engineering trailer. This incident caused a loss of office network for staff residing in the trailer, as well as, a loss of the internet service redundancy. The network access and internet redundancy were restored on September 13, 2019.

Dr. Downey referred to the Odor Study that showed a high reading of the H₂S coming out of the headworks building biofilter outlets. Dr. Downey recommended to change and/or top off the media-prior to going into the Spring season which is the heaviest odor season. Dr. Downey also suggested staff should look into adding more lime since H₂S removal is very sensitive to pH.

573.12 Finance

Payment of Bills and Claims

Mr. Goldfarb moved for approval of Resolution 2019-65 for the payment of bills and claims in the amount of \$1,696,587.57 with two signatures instead of three. The motion was seconded by Mr. Patel and passed by a roll call vote of 6 to 0.

Resolution Regarding Payment of Bills and Claims

Resolution No. 2019-65

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 \$1,696,587.57 be approved for payment with checks bearing two authorized signatures instead of three authorized signatures.

<u>Recorded Vote:</u>	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
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 nine months of the 2019 fiscal year, ending August 31, 2019, was \$1,474,966. The Authority has total cash and investments of \$15,930,725. The current construction projects balance is \$5,248,519. Mr. Sears noted there are sufficient funds for these projects. The outstanding bond principal balance is \$16,692,372. There was a bond payment on August 1, 2019.

Monthly Sludge Business Analysis

Mr. Sears reported that the monthly net income figure for the month of August is \$138,144 and the cumulative net income year to date is \$974,772.

Mr. Sears reported that SBRSA 2020 Budget was prepared and suggested approval. Mr. Goldfarb introduced and moved Resolution 2019-64, 2020 Authority Budget – Stony Brook Regional Sewerage Authority and was seconded by Mr. Patel.

Mr. Sears reported that the 2020 Budget request is \$15,854,525 which is an increase of \$222,700 or 1.24% greater than 2019 Budget. The participant charge will be \$13,450,025 which is a 2% increase over last year. The participant charge average increase over the last five (5) years was 1.9% and 0.9% over the last ten (10) years.

Mr. Sears reported that some of the line items variances are due to reclassifications from one category to another.

Mr. Sears reported that a Finance Committee (FC) meeting was held on September 9, 2019. Mr. Goldfarb and Mr. Patel were in attendance along with Ms. Pchola, Mr. Doelling and Mr. Sears. Discussed was the potential additional increase to debt service that is anticipated over the next five (5) years. Also discussed was the future potential expansion of the RRWWTP to 19 mgd. The FC suggested that we meet with each municipality to discuss the upcoming projects and how they can mitigate extraneous flows in their collection system. The FC also recommended that staff stress to the participant’s Chief Financial Officers (CFO) the potential rate impact of these projects.

Mr. Sears reported that there was a meeting on September 16, 2109 for the CFOs. Ms. Louth from West Windsor Township was in attendance along with Ms. Pchola, Mr. Doelling and Mr. Sears. The capital plan was discussed at that meeting.

Mr. Goldfarb stated that the SBRSA budget is a planning tool and he believes that SBRSA staff spends responsibly.

A discussion took place about how to use the surplus from the outside revenue and the underspending of expenses.

Mr. Sears stated that the investment fund balance is being used efficiently and effectively for capital projects, its intended purpose.

Mr. Sears stated that a large portion of SBRSA's surplus is from taking additional sludge cake from time to time. The surplus was built, not just from underspending.

Mr. Goldfarb extended a thank you to the staff for preparing the budget.

Resolution 2019-64 was passed by a roll call of 6 to 0. Resolution 2019-64 follows.

2020 Authority Budget Resolution
Stony Brook Regional Sewerage Authority
FISCAL YEAR: 2020 FROM: December 1, 2019 TO: November 30, 2020

WHEREAS, the Annual Budget and Capital Budget for the Stony Brook Regional Sewerage Authority for the fiscal year beginning, December 1, 2019 and ending, November 30, 2020 has been presented before the governing body of the Stony Brook Regional Sewerage Authority at its open public meeting of September 23, 2019; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$15,854,525, Total Appropriations, including any Accumulated Deficit if any, of \$15,854,525 and Total Unrestricted Net Position utilized of \$ 0.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$600,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$600,000; and

WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said

Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Stony Brook Regional Sewerage Authority, at an open public meeting held on September 23, 2019 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Stony Brook Regional Sewerage Authority for the fiscal year beginning, December 1, 2019 and ending, November 30, 2020 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Stony Brook Regional Sewerage Authority will consider the Annual Budget and Capital Budget/Program for adoption on November 18, 2019.

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Gale D. Downey	X			
David A. Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			
Pamela Switlik	X			
Miguel Vilaro-Munet	X			

Staff recommends approval of Resolution 2019-66, Authorizing the Award of a “No Political Contributions Allowed” Contract(s) for Non-Professional Service Vendors.

Resolution 2019-66 was moved by Mr. Goldfarb, seconded by Mr. Patel and passed by roll call of 6 to 0. Resolution 2019-66 follows.

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

Resolution No. 2019-66

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

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

WHEREAS, the anticipated term of this contract is for fiscal year 2019 (1 year) and may be extended as approved by this governing body; and,

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

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

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

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

<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			

Vendor List

Year 2019 No Political Contribution Allowed Contracts:	
Company Name	Service
Fisher Scientific Co.	Lab Supplies
Miracle Chemical Co.	15% Hypochlorite
Szul's Landscaping, Inc.	Landscaping
Titan Mechanical	HVAC

573.13 Personnel Report

Ms. Pchola reported that two of our employees received their Operator S License. One of our Environmental Technicians received his S3 License and one Operator received his S1 License.

Ms. Pchola reported that a PERS retirement webinar is scheduled for October 2019.

573.14 Correspondence

Provided for information only.

573.15 Old Business

There was nothing to report.

573.16 New Business

Mr. Kunert reported on September 19, 2019 bids for River Road STP Multiple Hearth Incinerator No. 1 Repairs were opened and read aloud. Of the four (4) bidding documents distributed to potential bidders, two (2) bids were received.

The low bidder, Albertus Energy, Inc. of Malvern, PA submitted all mandatory documentation as required by N.J.A.C. 40A:11-23.2 and all Bid forms. Albertus Energy, Inc. has successfully performed this type of work for the Authority in the past.

Based on the above, staff recommended that the River Road STP Multiple Hearth Incinerator No. 1 Repairs contract be awarded to the low bidder Albertus Energy, Inc. in the bid amount of \$87,589.

Staff recommends approval of Resolution 2019-67, Authorizing the Award of River Road STP Multiple Hearth Incinerator No. 1 Repairs.

Resolution 2019-67 was moved by Mr. Morehouse, seconded by Mr. Patel and passed by roll call of 6 to 0. Resolution 2019-67 follows.

**Resolution Authorizing the Award of River Road STP
Multiple Hearth Incinerator No. 1 Repairs**

Resolution No. 2019-67

WHEREAS, the Stony Brook Regional Sewerage Authority (Authority) advertised for the receipt of sealed competitive bids in accordance with the requirements of the New

Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. for the “River Road STP Multiple Hearth Incinerator No. 1 Repairs”; and

WHEREAS, sealed competitive bids were received by the Authority on September 19, 2019, as more fully set forth as attached; and

WHEREAS, the lowest bid received from Albertus Energy, Inc. has been reviewed by the Authority and the bid does not contain any material defects and has been determined to be in compliance with the bid specifications and in accordance with the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq.; and

WHEREAS, the CFO has certified funds are available in the 2019 Budget Outside Repairs line account 5000-4510.

NOW, THEREFORE, BE IT RESOLVED by the Stony Brook Regional Sewerage Authority that all immaterial defects contained in the bid of Albertus Energy, Inc. are waived, if any, and it awards River Road STP Multiple Hearth Incinerator No. 1 Repairs to Albertus Energy, Inc. in the bid amount of \$87,589 as the lowest responsible bidder in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.; and

BE IT FURTHER RESOLVED by the Stony Brook Regional Sewerage Authority that all bid security, except the security of the three apparent lowest responsible bidders shall be returned. The Bid Security of all unaccepted bidders shall be released or returned within three days, Sundays and holidays excepted, after the awarding and signing of the contract and the approval of the contractor’s performance bond in accordance with N.J.S.A. 40A:11-24; 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 and to take all measures necessary to effectuate the terms of this Resolution 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			

Ms. Pchola reported that there are two (2) continuation of existing liquid sludge contracts being recommended for award. One contract for Firmenich, Inc. ending December 1, 2022

at a rate of \$71.00 per thousand gallons and the other contract for Suez Water Princeton Meadows, Inc. ending December 31, 2021 at a rate of \$55.00 per thousand gallons.

Dr. Downey asked for a motion to approve both Resolution 2019-69, Authorizing the Award of a Three-Year Liquid Sludge Receiving Contract with Firmenich, Inc., and Resolution 2019-70, Authorizing the Award of a Three-Year Liquid Sludge Receiving Contract with Suez Water Princeton Meadows, Inc. The motion was moved by Mr. Morehouse, seconded by Mr. Vilaro-Munet and passed by roll call of 6 to 0. Resolutions 2019-69 and 2019-70 follow.

Resolution Authorizing the Award of a Three-Year Liquid Sludge Receiving Contract with Firmenich, Inc.

Resolution No. 2019-69

WHEREAS, the Stony Brook Regional Sewerage Authority (SBRSA) receives liquid sludge and sludge cake at its River Road Wastewater Treatment Plant; (RRWTP) by and through its liquid sludge depot and its sludge cake receiving facilities, respectively; and

WHEREAS, Firmenich, Inc., located on 250 Plainsboro Road, Plainsboro, New Jersey, has an existing agreement with SBRSA for the disposal of Firmenich, Inc.'s liquid sludge; and

WHEREAS, Firmenich, Inc. desires to extend the existing contract with SBRSA for the disposal of liquid sludge; and

WHEREAS, per correspondence dated August 29, 2019, Firmenich, Inc. agrees to extend the existing contract, under the existing terms with the exception that liquid sludge will be accepted for disposal at a rate of \$71 per thousand gallons; and

WHEREAS, the term of this contract extension will be from October 1, 2019 to December 31, 2022; and

WHEREAS, the SBRSA is desirous of extending the existing contract of Firmenich, Inc.

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

1. The Chairman is hereby authorized and directed to enter into a contract with Firmenich, Inc. as described herein.
2. This Resolution shall take effect immediately.

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

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 Award of a Three-Year Liquid Sludge Receiving Contract with Suez Water Princeton Meadows, Inc.

Resolution No. 2019-70

WHEREAS, the Stony Brook Regional Sewerage Authority (SBRSA) receives liquid sludge and sludge cake at its River Road Wastewater Treatment Plant; (RRWTP) by and through its liquid sludge depot and its sludge cake receiving facilities, respectively; and

WHEREAS, Suez Water Princeton Meadows, Inc., located on 31 Maple Avenue, Plainsboro, New Jersey, has an existing agreement with SBRSA for the disposal of Suez Water Princeton Meadows Inc.'s liquid sludge; and

WHEREAS, Suez Water Princeton Meadows, Inc. desires to extend the existing contract with SBRSA for the disposal of liquid sludge; and

WHEREAS, per attached correspondence Suez Water Princeton Meadows, Inc. agrees to extend the existing contract, under the existing terms with for a disposal rate of \$55 per thousand gallons; and

WHEREAS, the term of this contract extension will be from January 1, 2019 to December 31, 2021; and

WHEREAS, the SBRSA is desirous of extending the existing contract of Suez Water Princeton Meadows, Inc.

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

1. The Chairman is hereby authorized and directed to enter into a contract with Suez Water Princeton Meadows, Inc. as described herein.
2. This Resolution shall take effect immediately.

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			

573.17 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.

573.18 And such other issues as may come before the Board

None.

573.19 Executive Session

The Board entered Executive Session at 8:00 pm to discuss the Pennington WWTP on a motion by Mr. Morehouse, seconded by Mr. Patel and passed by a roll call vote of 6 to 0. Resolution 2019-68 follows.

Resolution Authorizing Closed Session
Pursuant To The Open Public Meetings Law

Resolution No. 2019-68

BE IT RESOLVED by the Stony Brook Regional Sewerage Authority (“Authority”) on this 23rd day of September 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 issues involving pending litigation in connection with the matter of Stony Brook Regional Sewerage Authority vs. New Jersey Department of Environmental Protection, Docket No. ELU 10493-2015S (Pennington STP) and Stony Brook Regional Sewerage Authority vs. New Jersey Department of Environmental Protection, Docket No. EWR 10494-2015S (Hopewell STP).

2. The minutes of the executive session will be released to the public in the event of successful negotiations or, in the event of litigation, the minutes shall be available to the public upon: the issuance of an unappealable Order of a Court of competent jurisdiction; upon settlement of all issues in the matter; or the failure to institute litigation after the passage of reasonable time.

3. This Resolution shall take effect as provided by law.

Certified to be a true copy of a Resolution enacted at a duly convened public meeting of the Stony Brook Regional Sewerage Authority on September 23, 2019.

<u>Recorded Vote:</u>	<u>AYE</u>	<u>NO</u>	ABSTAIN	<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 Pennington WWTP permit limits.

Return to Public Session

The Board returned to Public Session at 8:30 pm on a motion by Mr. Morehouse seconded by Mr. Goldfarb and passed by unanimous vote

573.20 Adjournment

As there was no further business to come before the Board, the meeting was adjourned at 8:31 p.m. on a motion by Mr. Morehouse, seconded Mr. Goldfarb and passed by unanimous vote.

Respectfully Submitted,

Antonia Pchola
Secretary

Recorded and Written by
Angela Christiano
September 30, 2019