

Minutes of Meeting #584, August 24, 2020 – Stony Brook Regional Sewerage Authority

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

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

MEMBERS ABSENT:

CONSULTANTS: Alexander

STAFF PRESENT: Christiano, Doelling, Pchola, Pizarro, Sears

584.01

Chairman Downey opened the regularly scheduled meeting at 7:00 pm. Chairman Downey indicated that pursuant to Section 13 of the Open Public Meetings Act, adequate notice of the time, place of this meeting and the teleconference information 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.

584.02 Approval of Minutes

Chairman Downey asked for comments/questions on the July 27, 2020 Board meeting minutes. The minutes were approved as presented on a motion by Mr. Patel, seconded by Mr. Morehouse and passed by a vote of 6 to 0.

Dr. Downey stated that the full Litigation Report will not be included in the minutes. Reported in the minutes will be the updates to the Litigation Report.

584.03 Board Related Activities

Consultant List

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

584.04 Planning and Administration

Ms. Pchola reported that the most current 12-month average daily flow at the River Road WWTP is 9,376,445 gpd with approximately 733,026 gpd of inoperative flow for an available capacity of 2,950,529 gpd. The current 12-month average daily flow at the Hopewell WWTP is 247,094 gpd with zero (0) inoperative flow for an available capacity of 52,906 gpd. The current 12-month

average daily flow at the Pennington WWTP is 252,055 gpd with approximately 32,893 of inoperative flow for an available capacity of 15,052 gpd.

Ms. Pchola reported that the monthly meter verifications were performed by staff on August 3 and August 5, 2020. All meters were within $\pm 5\%$ except for North Ridge Meter Station.

Ms. Pchola reported at on August 3, 2020 staff performed the monthly meter verification at the North Ridge Meter Station. The meter was determined to be reading 5.97% low. The meter was reading 1.68% low during its July 1, 2020 meter verification. Monthly reported flows for July 2 through July 31, 2020 were adjusted up by 3.83%, the average of the July 1, 2020 verification and August 3, 2020 monthly verification.

Dr. Downey stated that the 12-month rainfall average has started to fall. It is down to approximately 3.3 inches which corresponds with the low flows that we have at all of our facilities. With hurricane season approaching the 12-month rainfall average can change rapidly.

584.05 Approval Requests and Actions

Mr. Doelling reported that there were no TWA applications this month.

Mr. Doelling reported that American Properties has requested to connect six (6) additional Heritage at Pennington - Phase 2 units, with a total projected flow of 1,800 gpd to the Pennington WWTP while the WWTP expansion remains under construction. Connecting to the sewer system will allow for the buyers of these six units to close by their estimated closing dates. The request is further outlined in the provided letter dated August 7, 2020.

A discussion took place regarding the connection of the American Properties, Heritage of Pennington – Phase 2 units.

Ms. Pchola indicated that she will notify American Properties and Pennington Borough regarding the staggered connection for the requested six (6) units to the Pennington WWTP. On September 15, 2020 three (3) properties will connect to the sewer system with the remaining three (3) properties being connected on September 30, 2020.

Mr. Doelling reported that Bristol Myers Squibb (BMS) has sold its Hopewell site to a real estate investment group. The new site name is Princeton West Innovation Campus. The new owners, property management division Linque Management Company LLC, is operating the site as Hopewell Campus Owners LLC.

584.06 Regulatory Report

Dr. Downey indicated that in the Air Reporting section of this report the Board would like a summary of total of bypass events along with the number of minutes of each event as part of the monthly report.

Mr. Doelling gave a brief summary of the bypass events for 2020.

There were no other Board member comments on the Regulatory Report. The following Regulatory Report is included in the meeting minutes for information.

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

- The Discharge Monitoring Reports for the month of June 2020 were submitted with no violations reported. The July 2020 DMRs are currently being prepared.
- The May 2020 RDMRs were submitted to NJDEP. All River Road parameters were compliant with the Air Permit requirements. The June 2020 RDMRs are currently being prepared.

Bioassay for River Road facility was conducted by American Aquatic Testing Inc. on the week of July 20, 2020. The result (>100%) was electronically reported to NJDEP on August 17, 2020.

Air Reporting

The 2nd quarter 2020 Excess Emissions and Monitoring Report was prepared and submitted by staff. Incinerator No. 1 operating with AB (OS1) had 1.92 hours and operating with RTO (OS27) had 0.33 hours of excess Oxygen emissions (Oxygen <3.0%). Carbon Monoxide (CO) concentrations during these periods were less than 100 ppmv at 7% Oxygen.

The semi-annual 40 CFR 60, Subpart O report for the first six months of 2020 was prepared and submitted by staff. Incinerator No. 2 operating with AB (OS3) had 20 hours of CEMS (Oxygen monitor) downtime.

The semi-annual Title V Compliance Report was prepared and submitted by staff electronically to NJDEP on July 30, 2020. The semi-annual Compliance Report in conformance with 40 CFR 62, subpart LLL was submitted to the USEPA on July 31, 2020.

The 2nd quarter 2020 Incinerator Sludge Metals Report was submitted to NJDEP. There were no exceedances of the monthly, 12-month weighted average or 15-month rolling metals concentration limits, or the 12- month rolling lead or mercury emission limits.

Laboratory

Ryan Larum from the NJDEP Office of Quality Assurance (OQA) conducted a virtual audit of the Hopewell laboratory on August 4, 2020 and Pennington laboratory on August 10, 2020. Staff expects to receive the audit report within 30 days of the audits.

Miscellaneous

The renewal application, including the analytical testing results, for grit and screenings waste disposal (2020-2021) was submitted online on July 22, 2020 and was approved by Waste Management of Pennsylvania.

584.07 Safety

Mr. Doelling reported that staff began addressing the issues listed on the 2020 Kleinfelder Annual Inspection Report.

Mr. Goldfarb requested that if any items appear on both the 2019 and 2020 Kleinfelder Annual Inspection Report he would like a detailed explanation about the scheduled repair.

There were no other Board member comments on the Safety Report. The following Safety Report is included in the meeting minutes for information.

Accident Report

There were zero “Lost Time” and “No Lost Time” accidents/injuries this period. As of August 18, 2020, Stony Brook Regional Sewerage Authority has gone 1496 consecutive days without a “Lost Time” accident. Provided was an up to date graph depicting the historic annual trends of “Lost Time” and “No Lost Time” accidents and injuries.

Kleinfelder Annual Inspection Reports

Staff continues to address priority items highlighted during the 2019 Kleinfelder annual inspection. There has been no change to the status of these items during the past reporting period.

The 2020 Kleinfelder annual inspection was completed on July 15, 2020 and the draft report was received on August 7, 2020. Staff reviewed and returned the report, with comments, to Kleinfelder on August 12, 2020. Once staff receives the revised version of the report, it will be presented to the Board.

In anticipation of the 2020 annual inspection report, staff has created a list of issues that were highlighted while accompanying the inspector during his review of the facilities. The list of ongoing repairs to these known items is provided in this report. These repairs will be transferred to an official tracking list, containing all noted priority one and two items once a final report is received.

Inspections

On August 5, 2020, the Joint Insurance Fund (JIF) conducted an inspection of the River Road Facility and the Pennington Plant. Staff is awaiting a final report, and once the report is received, it will be presented to the Board.

Annual Right-To-Know Survey

Staff conducted the 2019 annual right-to-know survey and it was submitted to the New Jersey Department of Health.

Miscellaneous

Staff continues to participate in COVID-19 web-conference check-in meetings hosted weekly by the New Jersey Association of Environmental Authorities (AEA).

Staff continues to update personnel when any changes are made to the state of New Jersey travel advisory for all individuals entering New Jersey from states with a significant spread of COVID-19.

There were no reports of any employees having been exposed to COVID-19 during this reporting period.

584.08 Litigation

The Litigation Report included the following updates:

Stony Brook Regional Sewerage Authority vs. New Jersey Department of Environmental Protection, Docket No. ELU 10493-2015S (Pennington STP)

A socio-economic analysis report, prepared by Kleinfelder, was submitted to NJDEP on June 19, 2020. A status conference with Judge Caliguire and DAG Schuitt was held on August 11, 2020, wherein the parties discussed the outstanding issues. The next status conference has been set for November 16, 2020.

River Road Title V Air Permit

A telephone conference with USEPA, USDOJ and NJDEP was held on August 10, 2020 to discuss the EPA Term Sheet. A subsequent discussion of the issues was held on August 21, 2020 among the attorneys.

584.09 Operations Report

To help minimize emergency bypass events, Dr. Downey requested that staff contact PSE&G to request that PSE&G notify SBRSA when they are repairing powerlines that will affect the River Road WWTP power.

Ms. Pchola indicated that staff has previously requested PSE&G to notify SBRSA of these types of repairs. Ms. Pchola will contact PSE&G again and request a meeting to discuss notification of power shutdowns that will cause a disruption to the River Road WWTP.

Dr. Downey questioned if liming the biofilters twice a month during our high odor months might be of value.

Ms. Pchola stated that she will discuss the liming of the biofilters with staff.

There were no other Board member comments on the Operations Report. The following Operations Report is included in the meeting minutes for information.

River Road Facility

The River Road Facility operated well during this reporting period.

On August 4, 2020, tropical storm Isaias caused power outages at all three Treatment Facilities as well as the Princeton Pumping Station. In addition, we experienced many power interruptions between August 4 and August 7, 2020 at the same locations as repairs were being made by PSE&G to the power lines.

Starting August 24, 2020, the Somerset Raritan Valley Sewerage Authority will be sending us approximately 75 cubic yards of sludge cake per week due to their Incinerator being down for repairs. We will be receiving this cake until further notice.

The mulch in our bio-filters, which was changed out last November, is being limed monthly. The sprinkler system for each filter is on a timer which is set to come on daily to keep the mulch moist.

Upstream Facilities

Both Upstream Facilities operated well during this reporting period. We are beginning to schedule Lead Operators and operators to work at the Pennington Facility on a rotating basis a few days per week. This is being done so they can receive training on the new process and related equipment.

Odor Report

The staff received no Odor Complaints from our surrounding area during the month of July 2020. We received one odor complaints during the partial August 2020 reporting period. The full August number will be reported in September 2020. The odor complaints appear on the provided graph showing the number of odor complaints received each year from January 1997 through present day August 2020.

Customer Septage and Sludge Deliveries

Reported for the month of July 2020 the quantity of liquid sludge was 5% below the budgeted amount, sludge cake was 41% above the budgeted amount, and gray water was 10% above the budgeted amount.

584.10 Maintenance

There were no Board member comments on the Maintenance Report. The following Maintenance Report is included in the meeting minutes for information.

Thickener Sludge Pump #1 was removed from service on July 5, 2020 due to a leak in the discharge piping. After further inspection, it was found that there was a two-inch hole worn through the connector groove of a twenty-foot vertical section of pipe leading to the Belt Press Room. Parts were ordered and on July 23, 2020 a new flange groove adapter and flange coupling adapter were installed to make the necessary repairs. The line was tested for leaks and returned to operation.

On July 23, 2020 it was reported that there were minor leaks from the equalization line fittings between Sodium Hypochlorite Bulk Tanks 1 and 2. Once the chemicals levels were drawn down, the chemical was transferred from one bulk tank to the other to isolate a tank to facilitate the replacement of the leaking gaskets on both tank fittings. After replacing all the chemical resistant gaskets, the bulk tank chemicals were equalized and each connection for both tanks were inspected for leaks. No visible leaks were detected, and the Sodium Hypochlorite System was placed back into full operation.

On August 7, 2020, Backwash Return Pump No. 2 was placed back into service after being overhauled due to a severe leak that was creating a slip hazard. This pump was overhauled by a Mechanic III for training purposes under the supervision of a Mechanic 1. The pump was tested and placed into standby.

On August 10, 2020, Ash Hopper Feed Screw #5 for Incinerator No. 1 was found not turning by the Incinerator Operator during midnight hourly Incinerator checks. Two Mechanics were called in to remove the cover of the piggyback screw that conveys ash to the storage hopper to assess the damage. The screw was found to be worn and snapped at the drive side. The damaged screw was removed and replaced with a new screw from inventory. The repair required the maintenance mechanics to work through the night. Once the installation was completed the screw was tested for proper operation and placed back into service with no Incineration down time.

Provided were several graphs that monitor our monthly progress. The current average monthly open work requests stand at eight (8). On the Preventive Maintenance graphs, we currently are averaging four (4) days overdue and the number of overdue units is approximately five (5).

In addition to the graphs, provided was a list of completed Work Orders and Preventive Maintenance for the month of July 2020.

584.11 Construction Report

Mr. Doelling reported there are two (2) items for approval.

Mr. Doelling reported the Odor Study was conducted in late August 2020 and will be reported on at the September Board meeting.

Mr. Doelling indicated in the Construction Report includes updates on the NJDES Permits and the

Title V Operating Permits.

Mr. Doelling reported that staff met with Material Matters on August 4, 2020 regarding the Sludge Business Analysis. The next meeting is scheduled for September 21, 2020 to assess the feasibility of options.

Mr. Doelling reported that on August 13, 2020 staff received conditional approval of plans and specifications from the New Jersey Office of the State Comptroller (OSC) for the River Road WWTP UV Disinfection/Filtration Design Project. The revised set of the project specifications, addressing NJDEP's and OSC's comments, was uploaded to H2Loans for final review by NJDEP on August 17, 2020. Due to this delay, the anticipated bid advertisement date has shifted toward mid-September.

Mr. Doelling indicated that an amendment to the contract for Design Services for the River Road Sludge Storage Hopper Feed Screw Replacement Project will be presented next month. During project development, staff requested several additional out-of-scope items on this project. On August 7, 2020 GHD submitted an amendment request for mechanical and electrical engineering design associated with these SBRSA requested out-of-scope items. The proposal is being reviewed by staff and will be presented at next month's Board meeting.

Mr. Doelling reported that Contract 17-1, Pennington WWTP Upgrade and Expansion Project is 91.2% complete. A revised construction schedule has been requested, but no update schedule has been submitted. This month's site work is included in the report.

A discussion took place regarding the Pennington WWTP Upgrade and Expansion Project.

Mr. Doelling reported that there are two (2) change orders being presented for this project.

Mr. Doelling recommended approval of Resolution 2020-062, Authorizing the Approval of Change Order No. 9 for the Labor and Material to Install Two Sump Pits at Each Orbal Tank associated with the Pennington Plant Upgrade and Improvements Project in the amount of \$8,953.31.

Mr. Doelling reported that the Contract Drawings and Specifications did not include any sumps in the new outer ring. The existing Orbal Tank rings do not have any sumps, which makes dewatering the tanks difficult. With the new expanded Orbal Tanks, only one tank will be in operation while the other tank is offline. Routine maintenance will require switching over tanks periodically. Since the drain lines are 1 to 2 inches off the tank floor, the offline tanks will also accumulate rainwater. The installation of the sumps will allow the tanks to be fully pumped down during tank switches and allow accumulated rainwater to be pumped out. Approval of Change Order No. 9 will compensate the Contractor for the labor and materials required to install the sumps within the new ring of each Orbal Tank. This change order has been reviewed and negotiated by SBRSA staff with CMS Construction Inc.

Mr. Morehouse moved Resolution 2020-062 as approved in the Construction Committee Meeting. The motion was seconded by Ms. Switlik and passed by a roll call vote of 6 to 0. Resolution 2020-062 follows.

**Resolution Authorizing the Approval of Change Order No. 9 for the
Labor and Material to Install Two Sump Pits at Each Orbal Tank
Pennington WWTP Upgrade and Improvements Project, Contract 17-1**

Resolution No. 2020-062

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; and at its March 25, 2019 meeting approved Change Order No. 3 in the amount of \$1,015.30, and Change Order No. 4 in the amount of \$11,447.33, and Change Order No. 5 in the amount of \$3,652.22; and at its October 28, 2019 meeting approved Change Order No. 6 in the amount of \$1,864.80 and Change Order No. 7 in the amount of \$5,589.62; and at its March 24, 2020 meeting approved Change Order No. 8 in the amount of \$21,909.58 resulting in an adjusted contract amount of \$9,746,633.64; and

WHEREAS, the original project scope included the expansion of two (2) existing Orbal Tanks to include the addition of a new outer ring at each tank; and

WHEREAS, the original Orbal tank rings do not have any sumps to be used for tank dewatering; and

WHEREAS, the project plans and specifications did not provide for any sumps for tank dewatering within the tank expansion; and

WHEREAS, the Orbal Tanks will need to be dewatered and cleaned periodically when switched from one tank to the other; and

WHEREAS, the offline Orbal tank will periodically need to be pumped out to prevent accumulation of rainwater; and

WHEREAS, the proposed sumps in the outer ring will allow for better transfer of activated sludge during tank switches and will provide the ability to use a small sump pump to pump accumulated rain water from the tank; and

WHEREAS, Staff reviewed this issue with Kleinfelder, and it was concluded that CMS should install the sumps within each tank; and

WHEREAS, CMS Construction Inc. was asked to submit a change order request to provide the necessary labor and material to install two sumps for each Orbal Tank; and

WHEREAS, CMS Construction Inc. submitted a change order request provide the necessary labor and material to install two sumps for each Orbal Tank in the amount of \$8,953.31; and

WHEREAS, the abovementioned changes to Contract 17-1 are more fully set forth and incorporated within the August 19, 2020 Contract Change Order No. 9 document in the amount of \$8,953.31 resulting in an adjusted contract amount of \$9,755,586.95; and

WHEREAS, the contract completion date for the project shall remain unchanged as a result of Change Order No. 9; and

WHEREAS, the CFO has certified funds are available from the unrestricted fund balance; 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. 9 with CMS Construction, Inc. in the amount of \$8,953.31 resulting in an adjusted contract amount of \$9,755,586.95.
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			

Mr. Doelling recommended approval of Resolution 2020-058, Authorizing the Approval of Change Order No. 10 for the Labor and Material to Integrate the Emergency Generator into the Plant-Wide SCADA System for the Pennington WWTP Upgrade and Improvements Project, Contract 17 -1 in the amount of \$8,366.84.

The project scope includes the installation of a new Emergency Generator and transfer switch to replace the existing Emergency Generator and transfer switch. The plans and specifications

indicated that the new Emergency Generator and transfer switch was to be provided with connections for a Modbus interconnection into the existing plant-wide SCADA system.

The generator and transfer switch system submitted and approved includes Modbus communication capability. However, to allow the new generator system(s) to communicate to the Main PLC via Modbus TCP, wiring and a Modbus gateway needs to be installed. The Modbus gateway acts as a “signal translator” and converts the generator Modbus communication format into a communication format acceptable to the Main PLC. The plans and specifications did not include any wiring for this interconnection. The required Modbus gateway was not part of the generator or Main PLC modifications submittal and was not identified in the Contract Specifications.

Approval of Change Order No. 10 will compensate the Contractor for the labor and materials necessary to wire, install and program the Modbus gateway that will allow the new Emergency Generator system(s) to communicate with the existing plant-wide SCADA system.

Resolution 2020-058 was moved by Mr. Morehouse as approved in the Construction Committee Meeting, and seconded by Ms. Switlik and passed by a roll call vote of 6 to 0. Resolution 2020-058 follows.

**Resolution Authorizing the Approval of Change Order No. 10 for the
Labor and Material to Integrate the Emergency Generator into the
Plant-Wide SCADA System for the Pennington WWTP Upgrade and Improvements
Project, Contract 17-1**

Resolution No. 2020-058

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; and at its March 25, 2019 meeting approved Change Order No. 3 in the amount of \$1,015.30, and Change Order No. 4 in the amount of \$11,447.33, and Change Order No. 5 in the amount of \$3,652.22; and at its October 28, 2019 meeting approved Change Order No. 6 in the amount of \$1,864.80 and Change Order No. 7 in the amount of \$5,589.62; and at its March 24, 2020 meeting approved Change Order No. 8 in the amount of \$21,909.58; and assuming Change Order No. 9 in the amount of \$8,953.31 is approved at the August 24, 2020 Board meeting, the resulting adjusted contract amount is \$9,755,586.95; and

WHEREAS, the original project scope included the installation of a new Emergency generator and transfer switch to replace the existing Emergency generator and transfer switch; and

WHEREAS, in accordance with the project plans and specifications, the supplied generator and transfer switch system includes Modbus communication capability; and

WHEREAS, the project plans and specifications did not provide for any wiring, conduit or data conversion equipment for interconnection the Emergency generator into the existing plant-wide SCADA system; and

WHEREAS, to allow the generator and transfer switch to communicate to the plant-wide SCADA system via Modbus TCP, conduit, wiring and a Modbus gateway (signal translator) are needed; and

WHEREAS, the requirement for a Modbus gateway or any associated conduit and wiring was not included in the Specifications; and

WHEREAS, Staff reviewed this issue with Kleinfelder, and it was concluded that CMS should install the conduit, wiring and the Modbus gateway needed to integrate the new Emergency generator into the existing plant-wide SCADA system; and

WHEREAS, CMS Construction Inc. was asked to submit a change order request for its electrician and system integrator to provide the necessary labor and material needed to perform the abovementioned work; and

WHEREAS, CMS Construction Inc. submitted a change order request to provide the necessary labor and material to install conduit, wiring and the Modbus gateway required to integrate the new Emergency generator into the existing plant-wide SCADA system in the amount of \$8,366.84 and

WHEREAS, the abovementioned changes to Contract 17-1 are more fully set forth and incorporated within the August 19, 2020 Contract Change Order No. 10 document in the amount of \$8,366.84 resulting in an adjusted contract amount of \$9,763,953.79; and

WHEREAS, the contract completion date for the project shall remain unchanged as a result of Change Order No. 10; and

WHEREAS, the CFO has certified funds are available from the unrestricted fund balance; 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. 10 with CMS Construction, Inc. in the amount of \$8,366.84 resulting in an adjusted contract amount of \$9,763,953.79.

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			

Mr. Doelling reported that the Millstone Pump Station Odor Control Improvements Project is currently at 88.7% complete. The remaining work includes replacement of the mansard roof, punch list work and site restoration. An updated schedule for this project will be submitted once the roofing materials have been obtained.

Mr. Doelling reported that there has been no change to the status of the Contract 20-3 Modified Aeration Clarifier No. 2 Improvement project.

Small Capital Projects

Mr. Doelling reported that the Contract 20-1, Millstone and Stony Brook Interceptors Inspection has been completed and the project will be formally closed out with the release of retainage at next month's Board meeting. The inspection reports of the two interceptors have been received and have identified several areas which need attention: Two areas of minor infiltration were located at Manholes No. M-3 and S-13. Quotes to repair the infiltration within the manholes and to remove the floatables and grease in a section of the Stony Brook Interceptor are being solicited.

A discussion took place about the infiltration.

Mr. Doelling reported that there were two small holes found at manhole S-13, and a leak around a 12-inch inlet stub from West Windsor at manhole M-3. It is not a significant amount of water.

Mr. Doelling reported that the Plant Influent low-side flow meter recently removed from service was delivered to the ABB factory for evaluation on August 11, 2020.

There were no other Board member comments on the Construction Report. The following Construction Report is included in the meeting minutes for information.

Process Control/SCADA

The monthly meter verification was performed by staff on August 3 and August 5, 2020. Preventative maintenance was completed for all field devices and process control loops.

Miscellaneous Repair:

Instrumentation staff complete the following list of unscheduled repairs during the previous reporting period.

- River Road WWTP
 - Fixed a problem with Receiving Bin Screw No. 2 where the motor would not run. It was found that the DC drive was faulted. The drive was replaced, and the motor is now operational.
 - Two mechanical failures on the effluent control valve for Filter No. 6 were fixed:
 - The lever arm broke free from the valve stem which left the valve stuck in one position. The lever arm and valve shaft were rejoined with new key stock.
 - The valve position indicator came loose which caused the actuator to continuously run. The indicator was replaced and fastened.
 - The protective plastic around the measurement element of the pH sensor on the Liquid Sludge Odor Control Scrubber CD-401 failed. The element was replaced.
 - After a power failure, the Headworks Mechanical Screen No. 1 failed to respond. It was found that the PLC lost its configuration. The configuration and program were reloaded. The screen was returned to normal operation.
 - Faulty controls for the Clinker Grinder on Incinerator No. 1 were replaced to allow for local operation.
 - The thermoelectric cooler for the Continuous Emissions Monitoring System's (CEMS) sample gas drying and extraction equipment for Incinerator No. 2 was replaced due to internal water damage and corrosion.
 - Missing fasteners on the Regenerative Thermal Oxidizer (RTO) exhaust stack near the CEMS sample extraction probe were replaced.
 - Troubleshoot and reset an electronics failure on the Nitrification Return Sludge flow meter.
 - Replaced the zirconium oxide sensor element in the CEMS O₂ analyzer for Incinerator No. 2.
- Hopewell WWTP
 - Troubleshoot the chlorination ORP probe at the Hopewell WWTP and found that a faulty temperature sensor was creating a large measurement offset. The probe was replaced with a new one.
- Meter Stations
 - Completed preliminary setup, configuration, and programming of the new small-form-factor Programmable Logic Controllers (PLCs) that will be placed at each of the five metering stations to replace the existing 20-year-old PLCs. These new PLCs will allow for secure cellular communication with the SCADA System and longer-term local totalizer storage.

Information Technology

General

Preventative maintenance was completed for all devices and services.

During the reporting period, the SBRSA network was upgraded to include new redundant high capacity core network switching and Power-Over-Ethernet services.

RRWWTP Operation Building Structured Cabling Project:

The structured cabling project remains at 84% complete. Over the past reporting period TeleQuest has corrected several noted discrepancies. Remaining items include termination and testing of network fiber around the plant site and testing of any modified CAT6A cable installs.

584.12 Finance

Payment of Bills and Claims

Mr. Goldfarb moved for approval of Resolution 2020-057 for the payment of bills and claims in the amount of \$1,064,541.02 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 2020-057 follows.

Resolution Regarding Payment of Bills and Claims

Resolution No. 2020-057

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 \$1,064,541.02 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 net income for the eight-months of 2020 fiscal year, ending July 31, 2020, was \$737,937. The Authority has total cash and investments of \$13,610,885. The current construction projects balance is \$2,928,809. There are sufficient funds for these projects. The outstanding bond principal balance is \$18,891,356.

Monthly Sludge Business Analysis

Mr. Sears reported the net income figure for the month of July is \$150,077 and the cumulative net income is \$1,007,518.

Mr. Sears recommended approval of Resolution 2020-059, Authorizing the award of a Contract Extension for the Supply and Delivery of Organic Polyelectrolyte (polymer). This chemical requires that the vendor come onsite for a trial. Since we are trying to limit the number of vendors that come onsite and the vendor extended the pricing for another year, staff believes this extension benefits the Authority. Resolution 2020-059 was moved by Mr. Goldfarb, seconded by Mr. Morehouse and passed by a roll call vote of 6 to 0. Resolution 2020-059 follows.

Resolution Authorizing the Award of a Contract Extension for the Supply and Delivery of Organic Polyelectrolyte (Polymer)

Resolution No. 2020-059

WHEREAS, the Stony Brook Regional Sewerage Authority awarded a two (2) year contract for the supply and delivery of organic polyelectrolyte (polymer) to Polydyne Inc. by Resolution 2018-80 dated November 12, 2018 with a per pound cost of \$1.35/lb in the first year and \$1.41/lb in the second year; and

WHEREAS, the Assistant Plant Manager has recommended that the contract for the supply and delivery of organic polyelectrolyte (polymer) awarded to Polydyne Inc. be extended for an additional (1) one-year term, all other terms and conditions to remain the same, due to the high quality of work and reasonable pricing; and

WHEREAS, the provisions of NJSA 40A:11-15 of the Local Public Contracts Law allow the extension of a contract for an additional year upon a finding by the Governing Body that the services were performed in an effective and efficient manner, and that the terms and conditions of the contract remain substantially the same; and

WHEREAS, the CFO has certified funds are available in the 2021 Budget Polymer line account 3000-4520.

NOW THEREFORE, BE IT RESOLVED that the Stony Brook Regional Sewerage Authority hereby authorizes a one-year contract extension of the supply and delivery of organic polyelectrolyte (polymer) contract with Polydyne Inc., by purchase order, in an amount of \$1.41/lb.

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			
Miguel Vilaro-Munet	X			
Pamela Switlik	X			

Mr. Sears recommended approval of Resolution 2020-060, Renewal of Membership in the New Jersey Utility Authorities Joint Insurance Fund (JIF). The JIF offers finding affordable comprehensible insurance while reducing risk through claims management and safety programs for their members. This is a three (3) year membership. Resolution 2020-060 was moved by Mr. Goldfarb, seconded by Mr. Morehouse and passed by a roll call vote of 6 to 0. Resolution 2020-060 follows.

**Resolution for Renewal of Membership
In The
New Jersey Utility Authorities Joint Insurance Fund (Jif)**

Resolution No. 2020-060

WHEREAS, the SBRSA is a member of the New Jersey Utility Authorities Joint Insurance Fund; and

WHEREAS, said membership terminates as of December 31, 2020 unless earlier renewed by agreement between the Authority and the Fund; and

WHEREAS, the Authority desires to renew said membership for a three (3) year period beginning on January 1, 2021 and ending on December 31, 2023;

NOW THEREFORE, BE IT RESOLVED as follows:

1. The SBRSA agrees to renew its membership in the New Jersey Utility Authorities Joint Insurance Fund for a three (3) years beginning on January 1, 2021 and ending on December 31, 2023 and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the Fund.

2. The Governing Body shall be and hereby are authorized to execute the agreement to renew membership annexed hereto and made a part hereof and to deliver same to the New Jersey Utility Authorities Joint Insurance Fund evidencing the Authority’s intention to renew its membership.

3. The Stony Brook Regional Sewerage Authority agrees to be a participating member of the Fund for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership.

<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. Sears recommended approval of Resolution 2020-061, Authorizing the Award of a “No Political Contributions Allowed” Contract(s) for Non-Professional Service Vendors. Resolution 2020-061 was moved by Mr. Goldfarb, seconded by Mr. Patel and passed by a roll call vote of 6 to 0. Resolution 2020-061 follows.

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

Resolution No. 2020-061

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 term of this contract is 12 months. Commencing on December 1, 2019 and ending November 30, 2020 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 Goldfarb	X			
C. Schuyler Morehouse	X			
Bharat Patel	X			
Pamela Switlik	X			
Miguel Vilaro-Munet	X			

Year 2020 No Political Contribution Allowed Contracts:	
Company Name	Service
Corrosion Products, Inc	Pump Parts
Durr Systems, Inc	RTO Repairs
F.W. Webb Company	Plumping Part/ Supplies

584.13 Personnel Report

Ms. Pchola reported that there were no changes.

584.14 Correspondence

For information only.

584.15 Old Business

There was nothing to report.

584.16 New Business

Ms. Pchola reported that there was a bid opening for the delivery and supply of Magnesium Hydroxide on August 20, 2020. There were two bidders with a two-bid option, one for 12-month contract and the other for 24-month contract. Premium Chemical only provided a 12-month contact bid price and Martin Marietta provide a 12-month and a 24-month contact bid price. Based on review of the bids and documentation staff recommended approval of Resolution 2020-065, Awarding Contract for the Supply of Magnesium Hydroxide to Martin Marietta for a 24-month contact period in the amount of \$700,000. Resolution 2020-065 was moved by Mr. Goldfarb, seconded by Mr. Patel and passed by a roll call vote of 6 to 0.

584.17 Open to the Public

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

584.18 Executive Session

Dr. Downey asked for a motion on the revised Resolution 2020-063, Authorizing Closed Session Pursuant to the Public Meetings Law that includes the Incinerator Permit Term Sheet/Notice of Violation. The Board entered into Executive at 7:55 p.m. on a motion by Mr. Morehouse, seconded by Mr. Patel and passed by a roll call vote of 6 to 0. Resolution 2020-063 follows.

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

Resolution No. 2020-063

BE IT RESOLVED by the Stony Brook Regional Sewerage Authority (“Authority”) on this 24th day of August 2020, 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 the following:
 - The Construction and General Labors’ Union, Local 172 of South Jersey Agreement and associated revisions.
 - Non-Union salary increases.
 - Incinerator Permit Term Sheet/Notice of Violation.

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

<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			

584.19 Report of Executive Session

A discussion took place regarding the Construction and General Laborers' Union, Local 172 of South Jersey Memorandum of Agreement, non-union and management personnel salary increases, the anticipated litigation relevant to issues involving the EPA Term Sheet

Return to Public Session

The Board returned to Public Session at 8:28 p.m. on a motion by Ms. Switlik seconded by Mr. Morehouse and passed by unanimous vote.

Staff recommended approval of Resolution 2020-064, Authorizing Approval of the Revised contract Between Stony Brook Regional Sewerage Authority and Construction and General Laborers' Union Local 172 of South Jersey. Resolution 2020-064 was moved by Mr. Morehouse, seconded by Ms. Switlik and passed by a roll call vote of 5 to 0. Resolution 2020-064 follows.

Resolution Authorizing Approval of the Revised contract Between Stony Brook Regional Sewerage Authority and Construction and General Laborers' Union Local 172 of South Jersey

Resolution No. 2020-064

WHEREAS, the Stony Brook Regional Sewerage Authority (Authority) has as existing Agreement with Construction and General Laborers' Union Local 172 of South Jersey (Union) that expired on December 31, 2019; and

WHEREAS, the Authority has negotiated a revised Union Agreement as outlined as in Memorandum of Agreement dated July 7, 2020 and made part of this resolution; and

WHEREAS, the term of Union Agreement covers the period of January 1, 2020 through December 31, 2022; and

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

The Board approves the Memorandum of Agreement dated July 7, 2020 that revises the exiting Agreement between the Authority and the Union in part including a base salary increase of 2.5% for all Union personnel retroactive to January 1, 2020, a base salary increase of 2.5% starting on January 1, 2021, and a base salary increase of 2.5% starting on January 1, 2022 with the Agreement ending December 31, 2022; and

BE IT FURTHER RESOLVED that the Board Chairman and Board Secretary are authorized to execute the final Agreement once placed in a form satisfactory to the Authority's negotiations attorney.

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			

Staff recommended approval of Resolution 2020-066, Authorizing 2020 Salary Increases for Non-Union and Management Personnel. Resolution 2020-066 was moved by Mr. Goldfarb, seconded by Ms. Morehouse and passed by a roll call vote of 5 to 0. Resolution 2020-066 follows.

Resolution Authorizing 2020 Salary Increases for Non-Union and Management Personnel

Resolution No. 2020-066

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 2020 Operating Budget.

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

All Non-Union and Management staff shall receive a salary increase as presented to the Board in the Proposed Salary Increase Summary Table dated August 24, 2020 and as noted including the Executive Director and excluding the part-time Administrative Assistant.

Salary adjustments will be made retroactive to January 1, 2020; 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			

584.20 And such other issues as may come before the Board

584.21 Adjournment

As there was no further business to come before the Board, the meeting was adjourned at 8:38 p.m. on a motion by Ms. Switlik, seconded by Mr. Morehouse and passed by unanimous vote.

Respectfully Submitted,

Antonia Pchola
Secretary

Recorded and Written by
Angela Christiano
September 7, 2020