

MINUTES OF THE 784th MEETING
 THE SOMERSET RARITAN VALLEY SEWERAGE AUTHORITY
 December 19, 2011

Minute 1 - Opening of Meeting

The 784th Meeting of the Somerset Raritan Valley Sewerage Authority was called to order at 7:30 P.M. by the Chairman, Roger Guttschall.

Minute 2 - Open Public Meetings Announcement - Executive Director

The Open Public Meeting Announcement was read by the Executive Director, Glen D. Petrauski.

Minute 3 - Roll Call

<u>Present</u>	<u>Absent</u>		<u>Present</u>	<u>Absent</u>	
<u>X</u>	_____	Arthur Quade	<u>X</u>	_____	Peter Van Riper
<u>X</u>	_____	Alessandro Fischetti, Jr.	<u>X</u>	_____	Robert McCray
<u>X</u>	_____	Edward J. Machala	<u>7:33</u>	_____	Joseph J. Lifrieri
<u>X</u>	_____	Philip Petrone	_____	_____	Gail Quabeck
<u>X</u>	_____	Peter F. Stires	_____	<u>X</u>	Kenneth Lee
_____	<u>X</u>	Herbert Vollers	<u>X</u>	_____	Roger Guttschall

Professional Staff

<u>X</u>	_____	Glen D. Petrauski, Executive Director
<u>X</u>	_____	John S. Thompson, Plant Superintendent
<u>X</u>	_____	James L. Brandes, P.E., CDM, Consulting Engineer
<u>X</u>	_____	Joseph J. Maraziti, Jr., Esq. MFH, General Counsel
<u>X</u>	_____	Ronald Anastasio, P.E., Assist. Exec. Dir./Facility Engineer
<u>X</u>	_____	Norma A. Smullen, Office/Human Resources Manager
<u>X</u>	_____	Peter Wozniak, Chief Financial Officer

Others

Minute 4 - Pledge of Allegiance

All in attendance saluted the flag.

Prior to starting the Meeting Mr. Guttschall asked for a Moment of Silence as a tribute to Commissioner Poch.

Minute 5 - Approval of Minutes

a. 783rd Meeting - November 28, 2011 - Regular Session

Upon motion of Mr. Van Riper, second of Mr. Quade, the Minutes of the 783rd Meeting (Regular Session) were approved by the following roll call vote:

Arthur Quade	Yes	Peter Van Riper	Yes
Alessandro Fischetti, Jr.	Yes	Robert McCray	Yes
Edward J. Machala	Abstain	Joseph J. Lifrieri	Absent
Philip Petrone	Abstain	Gail Quabeck	Yes
Peter F. Stires	Yes	Kenneth Lee	Absent
Herbert Vollers	Absent	Roger Guttschall	Yes

A copy of the Minutes are attached hereto and made part of the Official Minutes.

b. 783rd Meeting - November 28, 2011 - Closed Session

Upon motion of Mr. Van Riper, second of Ms. Quabeck, the Minutes of the 783rd Meeting (Closed Session) were approved by the following roll call vote:

Arthur Quade	Yes	Peter Van Riper	Yes
Alessandro Fischetti, Jr.	Yes	Robert McCray	Yes
Edward J. Machala	Abstain	Joseph J. Lifrieri	Abstain
Philip Petrone	Abstain	Gail Quabeck	Yes
Peter F. Stires	Yes	Kenneth Lee	Absent
Herbert Vollers	Absent	Roger Guttschall	Yes

A copy of the Minutes are attached hereto and made part of the Official Minutes.

Minute 6 - Public Hearing(s) - (Including Public Notice/Support Information)

a. Public Hearing - Adopted FY 2012 Budget

Upon motion of Mr. Van Riper, second of Mr. Machala, the Public Hearing was opened by the following roll call vote:

Arthur Quade	Yes	Peter Van Riper	Yes
Alessandro Fischetti, Jr.	Yes	Robert McCray	Yes
Edward J. Machala	Yes	Joseph J. Lifrieri	Yes
Philip Petrone	Yes	Gail Quabeck	Yes

Peter F. Stires	Yes	Kenneth Lee	Absent
Herbert Vollers	Absent	Roger Guttschall	Yes

Upon motion of Mr. Van Riper, second of Mr. Quade, the Public Hearing was closed by the following roll call vote:

Arthur Quade	Yes	Peter Van Riper	Yes
Alessandro Fischetti, Jr.	Yes	Robert McCray	Yes
Edward J. Machala	Yes	Joseph J. Lifrieri	Yes
Philip Petrone	Yes	Gail Quabeck	Yes
Peter F. Stires	Yes	Kenneth Lee	Absent
Herbert Vollers	Absent	Roger Guttschall	Yes

b. Res. No. 11-1219-1 - Resolution Authorizing The Adoption of the FY 2012 Budget

Upon motion of Ms. Quabeck, second of Mr. Van Riper, the above resolution was approved by the following roll call vote:

Arthur Quade	Yes	Peter Van Riper	Yes
Alessandro Fischetti, Jr.	Yes	Robert McCray	Yes
Edward J. Machala	Yes	Joseph J. Lifrieri	Yes
Philip Petrone	Yes	Gail Quabeck	Yes
Peter F. Stires	Yes	Kenneth Lee	Absent
Herbert Vollers	Absent	Roger Guttschall	Yes

A copy of the above referenced resolution is attached hereto and made part of the Official Minutes.

Minute 7 - Public Participation - Seeing no one from the public, the Chairman declared the Public Participation portion of the meeting closed.

Minute 8 - Resolutions for Consideration and Possible Formal Action

a. Res. No. 11-1219-2 - Resolution Awarding Bid For Furnishing and Delivering Laboratory Services

Upon motion of Mr. Quade, second of Mr. Van Riper, the above resolution was approved was approved by the following roll call vote:

Arthur Quade	Yes	Peter Van Riper	Yes
Alessandro Fischetti, Jr.	Yes	Robert McCray	Yes
Edward J. Machala	Yes	Joseph J. Lifrieri	Yes
Philip Petrone	Yes	Gail Quabeck	Yes
Peter F. Stires	Yes	Kenneth Lee	Absent
Herbert Vollers	Absent	Roger Guttschall	Yes

A copy of the above referenced resolution is attached hereto and made part of the Official Minutes.

- b. Res. No. 11-1219-3 - Resolution Awarding Bid For Furnishing and Delivering Laboratory Services Whole Effluent Toxicity (WET) Monitoring Acute Toxicity Monitoring

Upon motion Peter Van Riper, second of Mr. Lifrieri, the above resolution was approved by the following roll call vote:

Arthur Quade	Yes	Peter Van Riper	Yes
Alessandro Fischetti, Jr.	Yes	Robert McCray	Yes
Edward J. Machala	Yes	Joseph J. Lifrieri	Yes
Philip Petrone	Yes	Gail Quabeck	Yes
Peter F. Stires	Yes	Kenneth Lee	Absent
Herbert Vollers	Absent	Roger Guttschall	Yes

A copy of the above referenced resolution is attached hereto and made part of the Official Minutes.

Minute 9 - Board Committees

- a. Nominating Committee (PETRONE, Fischetti, Quade, Stires)
 (1) Report on Slate of Officers for 2012

Commissioner Petrone, on behalf of the Nominating Committee, reported the following as the Slate of Officers for 2012:

Chairman:	Edward Machala	Secretary:	Arthur Quade
Vice Chairman:	Peter Stires	Treasurer:	Gail Quabeck

- b. Personnel Committee (PETRONE, Florey, Quabeck, Quade, Van Riper)

- (1) Report on Permanent Status - Laboratory Assistant

Mr. Petrone reported that, as reported by Mr. Thompson and Ms. Latham, Mark Hardgrove has successfully completed his probationary period in the lab and was being recommended for permanent status as Laboratory Assistant.

- (2) Res. No. 11-1219-4-Resolution Granting Permanent Status To Mark Hardgrove as Laboratory Assistant

Upon motion of Mr. Petrone, second of Mr. Quade, the above resolution was approved by the following roll call vote:

Arthur Quade	Yes	Peter Van Riper	Yes
Alessandro Fischetti, Jr.	Yes	Robert McCray	Yes
Edward J. Machala	Yes	Joseph J. Lifrieri	Yes
Philip Petrone	Yes	Gail Quabeck	Yes
Peter F. Stires	Yes	Kenneth Lee	Absent
Herbert Vollers	Absent	Roger Guttschall	Yes

A copy of the above referenced resolution is attached hereto and made part of the Official Minutes.

c. Chairman

- (1) REMINDER: **HOLIDAY LUNCHEON - December 22**
- (2) REMINDER: **January Board Meeting-January 23, 2012**
Reorganization Meeting-February 6, 2012

Minute 10 - Reports

- (1) Outfall Relocation Project - Tunnel Project

Mr. Anastasio reported that on December 5th a visual walk through inspection was performed by CDM and the SRVSA of the outfall south pipeline leg. The walk through was documented on video. The next phase is to conduct a hydrostatic test of the southerly distribution chamber.

Mr. Guttschall questioned who was providing all of the labor. Mr. Anastasio stated that the Adamsville Maintenance was providing all of the necessary labor/materials for the walk through.

- (2) Update on status of purchase of electricity with aggregation

Mr. Petrauski reported that the Authority is participating with the aggregate for the purchase of electricity on Thursday, December 22. Mr. Petrauski stated that once the bids are received, it will be up to the group to decide whether or not a great number is received. If a good number does not come in, the group can go out again in the spring.

Mr. Machala asked if the group decides to take the bid, does the Authority have the option to opt out. Mr. Petrauski stated that the Authority does not have the option to opt out. A brief discussion ensued.

- (3) Report and recommendation regarding access agreement with New Jersey American Water

Mr. Anastasio reported that New Jersey American Water (NJAW) owns two existing water transmission mains that run through the Authority's plant site parallel and adjacent to the Raritan River, and that NJAW is planning to replace a segment of this water main. Mr. Anastasio went on to report that NJAW is requesting temporary access on Authority property for ingress, egress and storage of equipment and materials in order to repair and replace the 36-inch water main. He went on to state that the project will begin in early January and end by May.

An access agreement is being requested that would provide NJAW with the temporary access to facilitate their construction project.

Mr. Lifrieri questioned whether the soil could be contaminated. Mr. Petruski stated that he is not aware of any contaminants. Mr. Anastasio reported that they are digging up the existing pipe and building a new pipeline on their easement, and the Authority has an Indemnification Clause in the agreement.

Mr. Lifrieri asked Attorney Maraziti whether we needed to get language in the agreement to protect the Authority regarding any unknown pollution. Mr. Maraziti stated that we cannot get language regarding contaminated soil. Mr. Petruski stated that the Authority has no reason to expect a problem.

- (a) Res. No. 11-1219-5 - Resolution Granting An Access Agreement To New Jersey American Water (NJAW) For Ingress, Egress and Storage of Equipment During the Time Period NJAW Is Undertaking Work To Repair And/Or Replace A Water Line/Lines

Upon motion of Mr. Machala, second of Mr. Quade, the above resolution was approved by the following roll call vote:

Arthur Quade	Yes	Peter Van Riper	Yes
Alessandro Fischetti, Jr.	Yes	Robert McCray	Yes
Edward J. Machala	Yes	Joseph J. Lifrieri	Yes
Philip Petrone	Yes	Gail Quabeck	Yes
Peter F. Stires	Yes	Kenneth Lee	Absent
Herbert Vollers	Absent	Roger Guttschall	Yes

A copy of the above referenced resolution is attached hereto and made part of the Official Minutes.

- (4) Failure of SRVSA Laboratory to pass Proficiency Test for Total Solids

Mr. Petrauski reported that the Authority's lab will no longer be certified to perform Total Solids testing due the failure of its Proficiency Testing for Total Solids. He went on to report that he and Mr. Anastasio discussed this with the Authority's Laboratory Supervisor and that she reported that the laboratory technicians are performing the tests properly and all standard methods are being followed.

Ms. Quabeck asked whether the Authority knows why this is happening. Mr. Petrauski went on to state that several factors may affect the results such as oven temperature, quality of the desiccant used in the desiccators, pipette as well as scale accuracy. A brief discussion ensued. Mr. Petrauski stated that he does not feel it is the equipment.

As a result of this, it will be necessary for the Authority to send out solids samples once per day to obtain feed, cake and volatile solids results to comply with the NJDEP requirements.

At this time, sludge samples are being sent out even though a formal suspension date has not been established.

- (5) Report on renewal of Risk Management Contract with Brown & Brown as required by New Jersey Utility Authorities Joint Insurance Fund

Mr. Petrauski reported that the Authority would like to renew its Risk Management with Brown & Brown.

Mr. Lifrieri asked the significance of Risk Management. Mr. Petrauski reported that they to identify problems, assisted the Authority regarding Inc. No. 2 and is kind of like an insurance agent. Ms. Smullen stated that the Risk Manager works with our Safety Coordinator regarding our Safety Program.

- (a) Res. No. 11-1219-6 Resolution Appointing Risk Management Consultant

Upon motion of Mr. Stires, second of Mr. Lifrieri, the above resolution was approved by the following roll call vote:

Arthur Quade	Yes	Peter Van Riper	Yes
Alessandro Fischetti, Jr.	Yes	Robert McCray	Yes
Edward J. Machala	Yes	Joseph J. Lifrieri	Yes
Philip Petrone	Yes	Gail Quabeck	Yes
Peter F. Stires	Yes	Kenneth Lee	Absent
Herbert Vollers	Absent	Roger Guttschall	Yes

A copy of the above referenced resolution is attached hereto and made part of the Official Minutes.

- (6) Update on status of litigation with Carbro Constructors Corp. (**CLOSED SESSION) LITIGATION**)
- (7) Update on status of DEP review of Wastewater Management Plan existing flow issues (**CLOSED SESSION) PENDING LITIGATION**)

b. Engineer/Consultants

- (1) James L. Brandes, P.E. (CDM) Engineer's Report for December 2011

c. Attorney - Joseph J. Maraziti, Jr.

d. Department Reports

- (1) Operations
- (2) Laboratory
- (3) Maintenance/Electrical
- (4) Special Projects

No additional comments regarding Department Reports.

e. Facility Engineer Reports

- (1) Capacity Allocation
- (2) Capacity Assurance
- (3) Monthly Flow Report
- (4) Facility Engineer's Monthly Report

No questions or comments regarding the Facility Engineer's Reports.

f. Budget Reports

No comments on the above referenced Budget Reports.

Minute 11 - Communications

No comments regarding the communications.

Minute 12 - Payroll (Res. No. 11-1219-7)

Upon motion of Ms. Quabeck, second of Mr. Machala, the above resolution was approved by the following roll call vote:

Arthur Quade

Yes

Peter Van Riper

Yes

Alessandro Fischetti, Jr.	Yes	Robert McCray	Yes
Edward J. Machala	Yes	Joseph J. Lifrieri	Yes
Philip Petrone	Yes	Gail Quabeck	Yes
Peter F. Stires	Yes	Kenneth Lee	Absent
Herbert Vollers	Absent	Roger Guttschall	Yes

A copy of the above-referenced resolution is attached hereto and made part of the Official Minutes.

Minute 13 - Cancellation of Checks - None

Minute 14 - Bills (Res. No. 11-1219-8)

Upon motion of Mr. Quade, second of Mr. Van Riper, the above resolution was approved by the following roll call vote:

Arthur Quade	Yes	Peter Van Riper	Yes
Alessandro Fischetti, Jr.	Yes	Robert McCray	Yes
Edward J. Machala	Yes	Joseph J. Lifrieri	Yes
Philip Petrone	Yes	Gail Quabeck	Yes
Peter F. Stires	Yes	Kenneth Lee	Absent
Herbert Vollers	Absent	Roger Guttschall	Yes

Minute 15 - Motion to Adjourn to Closed Session

Upon motion of Mr. Van Riper, second of Mr. Stires, the meeting was adjourned to Closed Session at 8:00 P.M. for the purpose of litigation with Carbro Contractors and a review of the Wastewater Management Plan by the following roll call vote:

Minute 16 - Closed Session

Minute 17 - Motion to Reconvene in Open Session

Upon motion of Mr. Van Riper, second of Mr. Stires, the meeting was reconvened in Regular Session at 8:03 P.M. by the following roll call vote:

Arthur Quade	Yes	Peter Van Riper	Yes
Alessandro Fischetti, Jr.	Yes	Robert McCray	Yes
Edward J. Machala	Absent	Joseph J. Lifrieri	Absent
Philip Petrone	Absent	William A. Poch, Sr.	Absent
Peter F. Stires	Yes	Gail Quabeck	Yes
Alvin Florey	Absent	Kenneth Lee	Yes
Herbert Vollers	Absent	Roger Guttschall	Yes

Minute 18 - Adjournment

Prior to adjournment a discussion ensued regarding when the Authority would be meeting with CNA regarding the incinerator dome. Currently, the Authority is awaiting a reply from CNA.

Upon motion of Mr. Van Riper, second of Mr. McCray, the meeting was adjourned at 8:03 P.M. by the following roll call vote:

Arthur Quade	Yes	Peter Van Riper	Yes
Alessandro Fischetti, Jr.	Yes	Robert McCray	Yes
Edward J. Machala	Absent	Joseph J. Lifrieri	Absent
Philip Petrone	Absent	William A. Poch, Sr.	Absent
Peter F. Stires	Yes	Gail Quabeck	Yes
Alvin Florey	Absent	Kenneth Lee	Yes
Herbert Vollers	Absent	Roger Guttschall	Yes