

**MINUTES OF THE BOARD MEETING
THE SOMERSET RARITAN VALLEY SEWERAGE AUTHORITY
December 18, 2017**

Minute 1 – Opening of Meeting

The Board Meeting of the Somerset Raritan Valley Sewerage Authority was called to order at 7:30 P.M. by Vice Chairman Richard Mathews.

Minute 2 – Open Public Meetings Announcement

The Open Public Meeting Announcement was read by the Executive Director, Ronald S. Anastasio.

Minute 3 – Roll Call

Present/Absent

_____ x _____	Todd Hay
x _____	Louis Esposito, Jr.
x _____	Philip Petrone
x _____	Edward Machala
_____ x _____	Carolann Garafola
x _____	Steven Mlenak
x _____	Richard Mathews

Present/Absent

x _____	Peter Stires
x _____	Randy Smith
x _____	Michael Impellizeri
x _____	Gail Quabeck
_____ x _____	Robert Albano
_____ x _____	Joseph Lifrieri

Professional Staff

Ronald Anastasio, P.E., Executive Director	Present
Sherwin Ulep, P.E., Facility Engineer	Present
Anthony Tambasco, Plant Superintendent	Present
Michael Ingenito, Chief Plant Operator	Absent
Dennis Smith, Supervisor Liquid Division	Present
Ellie Hoffman, Reg. Compliance Officer/Asst. Engineer	Present
Linda Hering, Human Resources Manager	Present
Peter Wozniak, Chief Financial Officer	Present
Donna O’Shea, Administrative Assistant	Present

Others

Thomas Laustsen, CDM Smith	Present
Brent Carney, Esq., Maraziti, Falcon, Gen’l. Counsel	Present

Minute 4 – Pledge of Allegiance

All in attendance saluted the flag.

Minute 5 – Approval of Minutes

A. Board Meeting Open Session Minutes – November 27, 2017

Upon Motion of Mr. Mlenak, Second of Mr. Stires, the Minutes of the November 27, 2017 Meeting (Open Session) were approved by the following roll call vote:

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Todd Hay	___	___	___	___x___
Philip Petrone	___	___	___x___	___
Edward Machala	___x___	___	___	___
Carolann Garafola	___	___	___	___x___
Steven Mlenak	___	___	___x___	___
Richard Mathews	___x___	___	___	___
Louis Esposito, Jr.	___x___	___	___	___
Peter Stires	___x___	___	___	___
Randy Smith	___x___	___	___	___
Michael Impellizeri	___x___	___	___	___
Gail Quabeck	___x___	___	___	___
Robert Albano	___	___	___	___x___
Joseph Lifrieri	___	___	___	___x___

B. Board Meeting Closed Session Minutes – November 27, 2017

Upon Motion of Mr. Machala, Second of Mr. Stires, the Minutes of the November 27, 2017 Meeting (Closed Session) were approved by the following roll call vote:

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Todd Hay	___	___	___	___x___
Philip Petrone	___	___	___x___	___
Edward Machala	___x___	___	___	___
Carolann Garafola	___	___	___	___x___
Steven Mlenak	___	___	___x___	___
Richard Mathews	___x___	___	___	___
Louis Esposito, Jr.	___x___	___	___	___
Peter Stires	___x___	___	___	___
Randy Smith	___x___	___	___	___
Michael Impellizeri	___x___	___	___	___
Gail Quabeck	___x___	___	___	___
Robert Albano	___	___	___	___x___
Joseph Lifrieri	___	___	___	___x___

Minute 6 – Public Hearings – None

Minute 7 – Public Participation

Vice Chairman Mathews noted that no one from the public was in attendance for the meeting.

Minute 8 – Consent Resolutions for Consideration and Possible Formal Action

- (1) **Res. No. 17-1218-1** – Resolution Authorizing Sewer Extension For Proposed Residential Development On Haynes Street In Somerville Borough, Somerset County, New Jersey

Upon Motion of Mr. Machala, Second of Mr. Mlenak, the above Resolution was approved by the following roll call vote:

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Todd Hay	_____	_____	_____	_____x_____
Philip Petrone	_____x_____	_____	_____	_____
Edward Machala	_____x_____	_____	_____	_____
Carolann Garafola	_____	_____	_____	_____x_____
Steven Mlenak	_____x_____	_____	_____	_____
Richard Mathews	_____x_____	_____	_____	_____
Louis Esposito, Jr.	_____x_____	_____	_____	_____
Peter Stires	_____x_____	_____	_____	_____
Randy Smith	_____x_____	_____	_____	_____
Michael Impellizeri	_____x_____	_____	_____	_____
Gail Quabeck	_____x_____	_____	_____	_____
Robert Albano	_____	_____	_____	_____x_____
Joseph Lifrieri	_____	_____	_____	_____x_____

A copy of the Resolution is attached hereto and made part of the Official Minutes

- (2) **Res. No. 17-1218-2** – Resolution Approving Sewer Extension For Proposed Age Restricted Housing And Assisted Living Facility – The Delaney At Bridgewater In Bridgewater Township, Somerset County, New Jersey

Upon Motion of Mr. Machala, Second of Mr. Mlenak, the above resolution was approved by the following roll call vote:

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Todd Hay	_____	_____	_____	_____x_____
Philip Petrone	_____x_____	_____	_____	_____
Edward Machala	_____x_____	_____	_____	_____

Carolann Garafola	_____	_____	_____	_____x_____
Steven Mlenak	_____x_____	_____	_____	_____
Richard Mathews	_____x_____	_____	_____	_____
Louis Esposito, Jr.	_____x_____	_____	_____	_____
Peter Stires	_____x_____	_____	_____	_____
Randy Smith	_____x_____	_____	_____	_____
Michael Impellizeri	_____x_____	_____	_____	_____
Gail Quabeck	_____x_____	_____	_____	_____
Robert Albano	_____	_____	_____	_____x_____
Joseph Lifrieri	_____	_____	_____	_____x_____

A copy of the Resolution is attached hereto and made part of the Official Minutes

- (3) **Res. No. 17-1218-3** – Resolution Authorizing The Release Of Closing Funds In The Amount Of \$327,000.00 For The Conveyance Of Block 169, Lot 36.04 Situated In The Township Of Hillsborough From Lanwin Development Corporation To The County Of Somerset As Land And Tree Replacement Compensation For The County’s Green Acres Disposal/Diversion Of A Portion Of Block 300, Lot 13 Situated In The Township Of Bridgewater Necessary For The Authority’s Storm Control Treatment Facility

Upon Motion of Mr. Machala, Second of Mr. Mlenak, the above resolution was approved by the following roll call vote:

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Todd Hay	_____	_____	_____	_____x_____
Philip Petrone	_____x_____	_____	_____	_____
Edward Machala	_____x_____	_____	_____	_____
Carolann Garafola	_____	_____	_____	_____x_____
Steven Mlenak	_____x_____	_____	_____	_____
Richard Mathews	_____x_____	_____	_____	_____
Louis Esposito, Jr.	_____x_____	_____	_____	_____
Peter Stires	_____x_____	_____	_____	_____
Randy Smith	_____x_____	_____	_____	_____
Michael Impellizeri	_____x_____	_____	_____	_____
Gail Quabeck	_____x_____	_____	_____	_____
Robert Albano	_____	_____	_____	_____x_____
Joseph Lifrieri	_____	_____	_____	_____x_____

A copy of the Resolution is attached hereto and made part of the Official Minutes

- (4) **Res. No. 17-1218-4** – Resolution Accepting Interlocal Services Agreement With Two Rivers Water Reclamation Authority

Upon Motion of Mr. Machala, Second of Mr. Mlenak, the above resolution was approved by the following roll call vote:

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Todd Hay	_____	_____	_____	_____x_____
Philip Petrone	_____x_____	_____	_____	_____
Edward Machala	_____x_____	_____	_____	_____
Carolann Garafola	_____	_____	_____	_____x_____
Steven Mlenak	_____x_____	_____	_____	_____
Richard Mathews	_____x_____	_____	_____	_____
Louis Esposito, Jr.	_____x_____	_____	_____	_____
Peter Stires	_____x_____	_____	_____	_____
Randy Smith	_____x_____	_____	_____	_____
Michael Impellizeri	_____x_____	_____	_____	_____
Gail Quabeck	_____x_____	_____	_____	_____
Robert Albano	_____	_____	_____	_____x_____
Joseph Lifrieri	_____	_____	_____	_____x_____

A copy of the Resolution is attached hereto and made part of the Official Minutes

Minute 9 – Board Committees –

A. PERSONNEL COMMITTEE (PETRONE, Albano, Mathews, Quabeck)

- (1) **Res. No. 17-1218-5** – Resolution Endorsing And Approving Permanent Status To Jesse Burke As Solid Division Assistant Operator

Commissioner Petrone explained that Jesse Burke was hired as Solid Division Assistant Operator since Mark Hardgrove was promoted to Solid Division Operator and that created an opening in that department. Since no one from SRVSA applied for that position, it was advertised and Mr. Jesse Burke was hired. Based on recommendations from both Anthony Tambasco, Plant Superintendent, and Michal Ingenito, Chief Plant Operator, Mr. Burke has been recommended for permanent status.

Upon Motion of Mr. Petrone, Second of Mr. Mlenak, the above resolution was approved by the following roll call vote:

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Todd Hay	_____	_____	_____	_____x_____
Philip Petrone	_____x_____	_____	_____	_____
Edward Machala	_____x_____	_____	_____	_____
Carolann Garafola	_____	_____	_____	_____x_____
Steven Mlenak	_____x_____	_____	_____	_____
Richard Mathews	_____x_____	_____	_____	_____
Louis Esposito, Jr.	_____x_____	_____	_____	_____
Peter Stires	_____x_____	_____	_____	_____
Randy Smith	_____x_____	_____	_____	_____

Michael Impellizeri	<u> x </u>	<u> </u>	<u> </u>	<u> </u>
Gail Quabeck	<u> x </u>	<u> </u>	<u> </u>	<u> </u>
Robert Albano	<u> </u>	<u> </u>	<u> </u>	<u> x </u>
Joseph Lifrieri	<u> </u>	<u> </u>	<u> </u>	<u> x </u>

A copy of the Resolution is attached hereto and made part of the Official Minutes

B. PLANNING COMMITTEE (MACHALA, Garafola, Impellizeri, Stires, Hay)

- (1) Report and Recommendation on Award of the Professional Engineering Services for the Plant-wide Electrical Systems Upgrade Project

Commissioner Machala said that we had held an interview process for our two lowest bidders for the electrical systems upgrade. We had two presentations – one from CDM Smith and one from Morehouse Engineering. Both gave very good presentations and based on those presentations, we’re making some recommendations. I’m going to allow Ron to elaborate a little further with the details.

Executive Director Anastasio, the Planning Committee and staff felt that it’s in the best interest of the Authority to break the project up amongst the two firms. We’re looking to go forward with having Morehouse Engineering do the design work and having CDM Smith provide the construction services/inspection portion of the project. It seems to be the best combination of the two firms.

Mr. Anastasio also stated that a Finance Committee Meeting was held prior to the Board Meeting. Commissioner Quabeck said that the Finance Committee had some questions about the recommendations which the Planning Committee answered. The Planning Committee was impressed with the Morehouse Firm. We concur with their recommendation.

C. FINANCE COMMITTEE (QUABECK, Machala, Mathews, Impellizeri, Mlenak, Albano)

- (1) Recommendation on Award of the Professional Engineering Services for the Plant-wide Electrical Systems Upgrade Project
- (2) **Res. No. 17-1218-6** – Acceptance of Proposal from Morehouse Engineering Inc. for Engineering Design Services for the Plant-wide Electrical Systems Upgrade Project

Upon Motion of Ms. Quabeck, Second of Mr. Machala, the above Resolution was approved by the following roll call vote:

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Todd Hay	<u> </u>	<u> </u>	<u> </u>	<u> x </u>
Philip Petrone	<u> x </u>	<u> </u>	<u> </u>	<u> </u>
Edward Machala	<u> x </u>	<u> </u>	<u> </u>	<u> </u>

Carolann Garafola	_____	_____	_____	_____X_____
Steven Mlenak	_____X_____	_____	_____	_____
Richard Mathews	_____X_____	_____	_____	_____
Louis Esposito, Jr.	_____X_____	_____	_____	_____
Peter Stires	_____X_____	_____	_____	_____
Randy Smith	_____X_____	_____	_____	_____
Michael Impellizeri	_____X_____	_____	_____	_____
Gail Quabeck	_____X_____	_____	_____	_____
Robert Albano	_____	_____	_____	_____X_____
Joseph Lifrieri	_____	_____	_____	_____X_____

A copy of the Resolution is attached hereto and made part of the official Minutes.

- (3) **Res. No. 17-1218-7** – Acceptance of Proposal from CDM Smith for Engineering Services During Construction for the Plant-wide Electrical Systems Upgrade Project

Upon Motion of Ms. Quabeck, Second of Mr. Machala, the above Resolution was approved by the following roll call vote:

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Todd Hay	_____	_____	_____	_____X_____
Philip Petrone	_____X_____	_____	_____	_____
Edward Machala	_____X_____	_____	_____	_____
Carolann Garafola	_____	_____	_____	_____X_____
Steven Mlenak	_____X_____	_____	_____	_____
Richard Mathews	_____X_____	_____	_____	_____
Louis Esposito, Jr.	_____X_____	_____	_____	_____
Peter Stires	_____X_____	_____	_____	_____
Randy Smith	_____X_____	_____	_____	_____
Michael Impellizeri	_____X_____	_____	_____	_____
Gail Quabeck	_____X_____	_____	_____	_____
Robert Albano	_____	_____	_____	_____X_____
Joseph Lifrieri	_____	_____	_____	_____X_____

A copy of the Resolution is attached hereto and made part of the official Minutes.

D. NOMINATING COMMITTEE (PETRONE, Stires, Albano, Machala)

- (1) Report on Proposed Slate of Officers for 2018

Commissioner Petrone said that the Nominating Committee had discussed the individuals interested in the Offices for 2018

- For Chairperson – Carolann Garafola
- For Vice Chairman – Richard Mathews
- For Treasurer – Gail Quabeck
- For Secretary – Michael Impellizeri

Executive Director Anastasio explained that we would have the election of the above officers at our Reorganization Meeting on February 5, 2018.

Minute 10 – Chairperson – Nothing to report on at this meeting

Minute 11 – Reports

A. Executive Director’s Report:

(1.) Update on SSO Project:

We had been working this fall on preparing the applications for the Green Acres and getting it ready for the Statehouse Commission Meeting. They had their fall meeting on November 13th and we were not on that agenda. We were planning on being on the December Statehouse Commission Meeting agenda, and a meeting was held on December 7th, but no DEP requests were on that agenda. We’ll have a new Governor in January and we don’t expect that to change the schedule but we are now on the March schedule.

While we have this time, we plan to take care of few outstanding items that are concurrent with this. With the anticipation that we can hit the ground running once we get the Statehouse approval in March, we’re working on the update of the first amendment to the Administrative Consent Order (which we’ll talk about briefly in Closed Session). Also, the construction contract must be submitted to the Office of State Comptroller for review – any construction in the amount \$10,000,000 or over is required to be reviewed before it goes out to bid. We want to expedite things as soon as possible so that we can get it financed and out to bid possibly late spring/early summer.

(2.) Update on Incinerator Project:

Things are moving along rather nicely. The majority of the equipment that needs to be installed inside the existing R2 Building is in. They installed our primary heat exchanger today, which is a 35-foot long cylinder. The construction of the new building (which is next door to R2) is under progress. The steel frame is completed and they started laying the blocks last week. Just about all the supplies are here – probably 97%.

(3.) Update on Negotiations with Somerville Borough on the First Amendment to the ACO related to the SCTF Project (CLOSED SESSION – Contract Negotiations)

B. Engineer/Consultants – Thomas Laustsen, P.E. (CDM Smith) Engineer’s Report for November, 2017.

C. Attorney - Joseph J. Maraziti, Jr., Esq., Maraziti Falcon, LLP – No additional comments.

D. Department Reports –

E. Facility Engineer Reports – No additional comments.

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

Minute 12 – Communications

- A. NJDEP, Division of Water Quality; Residual Transfer Report; Re: Reporting Period: 10/01/17 through 10/31/17
- B. NJDEP, Division of Water Quality; Surface Water Discharge Monitoring Report; Re: Reporting Period: 10/01/17 through 10/31/17
- C. NJDEP, Division of Water Quality; Residuals DMR; Re: Reporting Period: 10/01/17 through 10/31/17

Minute 13 – Res. No. 17-1218-8 – Payroll

Upon Motion of Mr. Mlenak, Second of Mr. Esposito, the above resolution was approved by the following roll call vote:

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Todd Hay	_____	_____	_____	_____x_____
Philip Petrone	_____x_____	_____	_____	_____
Edward Machala	_____x_____	_____	_____	_____
Carolann Garafola	_____	_____	_____	_____x_____
Steven Mlenak	_____x_____	_____	_____	_____
Richard Mathews	_____x_____	_____	_____	_____
Louis Esposito, Jr.	_____x_____	_____	_____	_____
Peter Stires	_____x_____	_____	_____	_____
Randy Smith	_____x_____	_____	_____	_____
Michael Impellizeri	_____x_____	_____	_____	_____
Gail Quabeck	_____x_____	_____	_____	_____
Robert Albano	_____	_____	_____	_____x_____
Joseph Lifrieri	_____	_____	_____	_____x_____

A copy of the Resolution is attached hereto and made part of the Official Minutes

Minute 14 -- Cancelled Checks – None

Minute 15 – Resolution No. 17-1218-9 - Bills

Upon Motion of Mr. Stires, Second of Mr. Machala, the above Resolution was approved by the following roll call vote:

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Todd Hay	_____	_____	_____	___x___
Philip Petrone	___x___	_____	_____	_____
Edward Machala	___x___	_____	_____	_____
Carolann Garafola	_____	_____	_____	___x___
Steven Mlenak	___x___	_____	_____	_____
Richard Mathews	___x___	_____	_____	_____
Louis Esposito, Jr.	___x___	_____	_____	_____
Peter Stires	___x___	_____	_____	_____
Randy Smith	___x___	_____	_____	_____
Michael Impellizeri	___x___	_____	_____	_____
Gail Quabeck	___x___	_____	_____	_____
Robert Albano	_____	_____	_____	___x___
Joseph Lifrieri	_____	_____	_____	___x___

A copy of the Resolution is attached hereto and made part of the Official Minutes

Minute 16 – Adjournment to Closed Session

Res. No. 17-1218-10 – Resolution Authorizing Closed Session for the Purpose Of Contract Negotiations in Connection with the Administrative Consent Order as part of the Somerville Sanitary Sewer Overflow Issue in Connection with the Open Public Meetings Law

Upon Motion of Mr. Smith, Second of Mr. Esposito, the above resolution was approved by the following roll call vote:

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Todd Hay	_____	_____	_____	___x___
Philip Petrone	___x___	_____	_____	_____
Edward Machala	___x___	_____	_____	_____
Carolann Garafola	_____	_____	_____	___x___
Steven Mlenak	___x___	_____	_____	_____
Richard Mathews	___x___	_____	_____	_____
Louis Esposito, Jr.	___x___	_____	_____	_____
Peter Stires	___x___	_____	_____	_____
Randy Smith	___x___	_____	_____	_____
Michael Impellizeri	___x___	_____	_____	_____
Gail Quabeck	___x___	_____	_____	_____
Robert Albano	_____	_____	_____	___x___
Joseph Lifrieri	_____	_____	_____	___x___

A copy of the Resolution is attached hereto and made part of the Official Minutes

Minute 17 – Motion to Reconvene to Open Session

Upon Motion of Mr. Impellizeri, Second of Mr. Mlenak, the Board Meeting was reconvened back to Open Session at 7:54 p.m. by an “all in favor” vote:

Minute 18 – Adjournment

Upon Motion of Mr. Impellizeri, Second of Mr. Esposito, the Board Meeting was adjourned at 7:55 p.m. by an “all-in-favor” vote.

**NEXT REGULAR BOARD MEETING IN COMBINATION WITH
THE REORGANIZATION MEETING
WILL BE HELD ON
February 5, 2018**