

**MINUTES OF THE BOARD MEETING  
THE SOMERSET RARITAN VALLEY SEWERAGE AUTHORITY  
December 21, 2015**

**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 the Chairman, Peter Stires.

**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**

<u>  x  </u> <u>      </u>	Todd Hay
<u>  x  </u> <u>      </u>	Richard DeLuca
<u>  x  </u> <u>      </u>	Philip Petrone
<u>  x  </u> <u>      </u>	Edward Machala
<u>  x  </u> <u>      </u>	Carolann Garafola
<u>  x  </u> <u>      </u>	Steven Mlenak

**Present/Absent**

<u>  x  </u> <u>      </u>	Richard Mathews
<u>  x  </u> <u>      </u>	Michael Merdinger
<u>  x  </u> <u>      </u>	Joseph J. Lifrieri
<u>  x  </u> <u>      </u>	Michael Impellizeri
<u>  x  </u> <u>      </u>	Gail Quabeck
<u>  x  </u> <u>      </u>	Robert Albano
<u>  x  </u> <u>      </u>	Peter Stires

**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
Linda Hering, Human Resources Manager	Present
Donna O’Shea, Administrative Assistant	Present

**Others**

Thomas Laustsen, P.E. CDM Smith	Present
Joseph Maraziti, 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 – November 23, 2015 Regular Session**

Upon Motion of Mr. Impellizeri, Second of Mr. Mlenak, the Minutes of the November 23<sup>rd</sup> 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	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Richard DeLuca	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </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	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Steven Mlenak	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Richard Mathews	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Michael Merdinger	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Joseph Lifrieri	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
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>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Peter Stires	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>

**Minute 6 – Public Hearings:**

None

**Minute 7 – Resolutions for Consideration and Possible Formal Action -**

- A. **Res. No. 15-1221-1** – Sewer Extension – (3) Single-Family Dwelling Subdivision, Morning Glory Road, Block 65 Lot 9 in Warren Township / Block 98 Lot 10 in Green Brook Township

A question was raised by Commissioner Albano regarding Connection Fees. He asked why we didn't classify the above as commercial because of water usage. Executive Director Anastasio explained that when we calculate the connection charge, we don't do it based on the usage – that's the municipality's concern.

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

**Roll Call Vote:**

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Todd Hay	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Richard DeLuca	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </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	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Steven Mlenak	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Richard Mathews	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Michael Merdinger	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Joseph Lifrieri	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
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>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Peter Stires	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>

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

**Minute 8 - Board Committees –**

A. Personnel Committee (PETRONE, Albano, DeLuca, Mathews, Quabeck)

(1) Report on Retirement of Daniel Vuono

(2) Res. No. 15-1221-2 – Resolution Approving Daniel Vuono’s Retirement Payout

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

Commissioner Machala had a question regarding the payout and ratio for unused days. Mr. Anastasio and Commissioner Quabeck explained that Daniel Vuono is one of the last, long-time employees who accrued a lot of time and that time was paid based on being “grandfathered” in calculating his payout. December 31, 1995 was the date that we changed how the payout ratio was calculated.

**Roll Call Vote:**

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Todd Hay	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Richard DeLuca	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </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	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Steven Mlenak	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Richard Mathews	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>

Michael Merdinger	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Joseph Lifrieri	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
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>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>
Peter Stires	<u>  x  </u>	<u>      </u>	<u>      </u>	<u>      </u>

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

B. Chairperson

**Minute 9 – Public Participation** - NONE

**Minute 10 – Reports**

A. Executive Director’s Report

(1) Update on SSO Project Update

Executive Director Anastasio said that the design is moving along. Tony Tambasco, Sherwin Ulep and I had an Engineering Meeting today with Kleinfelder discussing details of the design of the proposed treatment plant. There are a lot of different nuances. We actually modified some drawings with them on the screens giving them a lot of input.

Last Thursday, we had a representative from Green Acres come out and visit. We have a pre-application required meeting with Green Acres. This is for the portion that lies in Somerville; so, we also had representatives from Somerville Borough in that meeting as well. The Site was also visited just to be able to discuss the Green Acres package which we discussed in the past. It was a good meeting with no issues. She is looking upon our application quite favorably and seems to be receptive to what we’re proposing.

You might remember that we talked about the two-acre piece that Somerset County is looking to obtain which we would utilize for this open space (the two acres on Church Street). We’re drafting an agreement for reimbursement for that property. I believe it’s \$24,000 for the two acres which meets our needs. It’s a very good opportunity for us.

While she was here, we gave her a tour of the land along the river in front of the SRVSA Plant. She got to see that as well. This is where we will fine-tune where the remaining lands will be; we’ll survey and appraise it and button that all up. It’s about 2.69 acres. It might be slightly more or less depending on how we finalize easements and such. Actually, today in our Engineering Meeting, we adjusted an easement which we’re taking off the County property. It’s not set in stone yet but it goes hand in hand with the design. We’re adjusting a few things concurrently as the design advances. We really did make a lot of gains today. We’ll keep working on designs throughout the winter.

The Temporary SSO is almost completed. Facility Engineer, Sherwin Ulep, has been out there running that job and it's gone very well. They're doing the grading right now. Manholes installed and it's getting to where they're now installing valves and pouring concrete. It's almost complete and should be done by next week.

(2) Update on Incinerator #2 Project

Our equipment contract documents are ready to go out to bid and we're awaiting authorization to advertise from DEP. Tom Laustsen says that they've had a couple of minor comments which we'll address. There will be an Addendum #1 that we'll hand out with the bid documents. We have an environmental decision document for that project that's been issued by DEP, which we're actually required to advertise in our newspaper (that will be done this week). We're moving along and we're hoping to get that authorization to advertise maybe tomorrow or Wednesday, December 23<sup>rd</sup>. DEP have been working very well with us. We'd like to get this out on the street before the end of the calendar year. Our target is to open bids on January 20<sup>th</sup>, 2016.

(3) Report on Headworks Bar Screen Replacement Project

You might remember that the Planning Committee reported on this a month ago. This Bar Screen is dilapidated and should have been replaced some years ago. Our Maintenance Department has done a great job in keeping it running; but it's long overdue. We've done the design on this in-house. Sherwin has done it and we've all commented, etc. The bid package is completed and we've advertised. It's been out on the street since last Friday, December 18<sup>th</sup>. We have a pre-bid walk-through next Wednesday, December 30<sup>th</sup>. We're opening the bids of January 15, 2016 with the idea that we'll award at the January meeting.

(4) Report on Six-Month Audit

You'll see the six-month Audit in the front pocket of your binders. As Gail always says – "the Audit is the Audit." If anyone has any questions, feel free to let us know and we'll be happy to talk to you about it. Commissioner Gail Quabeck added that the six-month Audit is done because of the agreement that we have with the municipalities and that it is a requirement. At least it gets half of their Audit done. She confirmed with CFO, Peter Wozniak that it doesn't really tell us a lot. She also explained that in order to eliminate the six-month Audit, we would have to have all seven municipalities do resolutions to make the change.

(5) Discussion of Sludge Hauling (Contract Negotiations) – in Closed Session

**B. Engineer/Consultants** – Thomas Laustsen, P.E. (CDM Smith) Engineer's Report for November, 2015– No additional comments.

- 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 11 – Communications** – No additional comments.

- A. NJDEP, Division of Water Quality; Residual Transfer Report; Re: Reporting Period: 11/1/15-11/30/15
- B. NJDEP, Division of Water Quality; Surface Water Discharge Monitoring Report; Re: Reporting Period: 11/1/15-11/30/15
- C. NJDEP, Division of Water Quality; Residuals DMR; Re: Reporting Period: 11/1/15-11/30/15

**Minute 12 – Res. No. 15-1221-3 -- Payroll**

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

**Roll Call Vote:**

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Todd Hay	x	_____	_____	_____
Richard DeLuca	x	_____	_____	_____
Philip Petrone	x	_____	_____	_____
Edward Machala	x	_____	_____	_____
Carolann Garafola	x	_____	_____	_____
Steven Mlenak	x	_____	_____	_____
Richard Mathews	x	_____	_____	_____
Michael Merdinger	x	_____	_____	_____
Joseph Lifrieri	x	_____	_____	_____
Michael Impellizeri	x	_____	_____	_____
Gail Quabeck	x	_____	_____	_____
Robert Albano	x	_____	_____	_____
Peter Stires	x	_____	_____	_____

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

**Minute 13 – CANCELLATION OF CHECKS:** None

**Minute 14 – Res. No. 15-1221-4 – Resolution – BILLS**

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

**Roll Call Vote:**

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Todd Hay	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Richard DeLuca	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </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	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Steven Mlenak	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Richard Mathews	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Michael Merdinger	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Joseph Lifrieri	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
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>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Peter Stires	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>

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

**Minute 15 – Motion to Adjourn to Closed Session**

Upon Motion of Mr. Impellizeri, Second of Ms. Garafola, the Regular Session was adjourned at 7:44 p.m

**Roll Call Vote:**

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Todd Hay	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Richard DeLuca	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </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	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Steven Mlenak	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Richard Mathews	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Michael Merdinger	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Joseph Lifrieri	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
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>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Peter Stires	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>

**Minute 16 – Motion to Reconvene to Open Session**

Upon Motion of Ms. Quabeck, Second of Ms. Garafola, Meeting was reconvened to Open Session at 7:58 p.m by the following roll call vote:

**Roll Call Vote:**

	<b><u>Yes</u></b>	<b><u>No</u></b>	<b><u>Abstain</u></b>	<b><u>Absent</u></b>
Todd Hay	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Richard DeLuca	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </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	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Steven Mlenak	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Richard Mathews	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Michael Merdinger	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Joseph Lifrieri	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
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>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Peter Stires	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>

**Minute 17 - ADJOURNMENT**

Upon Motion of Mr. Lifrieri, Second of Mr. Machala, Meeting was adjourned at 7:59 p.m by the following roll call vote:

**Roll Call Vote:**

	<b><u>Yes</u></b>	<b><u>No</u></b>	<b><u>Abstain</u></b>	<b><u>Absent</u></b>
Todd Hay	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Richard DeLuca	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </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	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Steven Mlenak	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Richard Mathews	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Michael Merdinger	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Joseph Lifrieri	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
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>x</u>	<u>    </u>	<u>    </u>	<u>    </u>
Peter Stires	<u>x</u>	<u>    </u>	<u>    </u>	<u>    </u>

**NEXT REGULAR BOARD MEETING – JANUARY 25, 2016**