



The
Somerset Raritan Valley
Sewerage Authority

MINUTES OF THE 814th MEETING
THE SOMERSET RARITAN VALLEY SEWERAGE AUTHORITY
June 23, 2014

Minute 1 - Opening of Meeting

The 814th 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 Assistant Executive Director/Facility Engineer, Ronald S. Anastasio.

Minute 3 - Roll Call

Todd Hay	Absent	Richard Mathews	Present
Richard DeLuca	Absent	Michael Merdinger	Present
Carlos Mosquera	Present	Joseph J. Lifrieri	Present
Philip Petrone	Present	Michael Impellizeri	Present
Edward Machala	Present	Gail Quabeck	Present
Carolann Garafola	Absent	Robert Albano	Absent
Steven Mlenak	7:35pm	Peter Stires	Present

Professional Staff

Ronald Anastasio, P.E., Executive Director	Present
Sherwin Ulep, P.E., Facility Engineer	Present
Anthony Tambasco, Plant Superintendent	Present
Michael Ingenito, Supervisor-Wet End	Present
Thomas Laustsen, CDM Smith, Consulting Engineer	Absent
Joseph J. Maraziti, Jr., Esq. MFH, General Counsel	Absent
Norma A. Smullen, Office/Human Resources Manager	Present
Peter Wozniak, Chief Financial Officer	Present

Others

Brent Carney, Esq. Maraziti, Falcon & Healey, LLP
John Rodgers, P.E., CDM Smith
Linda Hering, SRVSA Secretary/Receptionist

Minute 4 - Pledge of Allegiance

All in attendance saluted the flag.

Minute 5 - Approval of Minutes

a. 813th Meeting - May 19, 2014 - Regular Session

Upon motion of Ms. Quabeck, second of Mr. Mathews, the Minutes of the 813th Meeting (Regular Session) were approved by the following roll call vote:

Todd Hay	Absent	Richard Mathews	Yes
Richard DeLuca	Absent	Michael Merdinger	Yes
Carlos Mosquera	Abstain	Joseph Lifrieri	Yes
Philip Petrone	Yes	Michael Impellizeri	Yes
Edward Machala	Yes	Gail Quabeck	Yes
Carolann Garafola	Absent	Robert Albano	Absent
Steven Mlenak	Absent	Peter Stires	Yes

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

b. 813th Meeting - May 19, 2014 - Closed Session

Upon motion of Mr. Lifrieri, second of Mr. Mathews, the Minutes of the 813th Meeting (Closed Session) were approved by the following roll call vote:

Todd Hay	Absent	Richard Mathews	Yes
Richard DeLuca	Absent	Michael Merdinger	Yes
Carlos Mosquera	Abstain	Joseph Lifrieri	Yes
Philip Petrone	Yes	Michael Impellizeri	Yes
Edward Machala	Yes	Gail Quabeck	Yes
Carolann Garafola	Absent	Robert Albano	Absent
Steven Mlenak	Absent	Peter Stires	Yes

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

Minute 6 - Public Hearing (Including Public Notice/Support Information) None

Minute 7 - Resolutions for Consideration And Possible Formal Action

- a. Res. No. 14-0623-1 - Resolution Rejecting Bids For Purchase Of One (1) New, Current Production 250 HP Available Frequency Drive With By-Pass In A Nema 1 Enclosure And One (1) New, Current Production Motor Shaft Grounding System For A 250 HP Motor

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

Todd Hay	Absent	Richard Mathews	Yes
Richard DeLuca	Absent	Michael Merdinger	Yes

Carlos Mosquera	Yes	Joseph Lifrieri	Yes
Philip Petrone	Yes	Michael Impellizeri	Yes
Edward Machala	Yes	Gail Quabeck	Yes
Carolann Garafola	Absent	Robert Albano	Absent
Steven Mlenak	Absent	Peter Stires	Yes

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

b. Res. No. 14-0623-2 - Resolution Authorizing The Destruction of Payroll Checks

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

Todd Hay	Absent	Richard Mathews	Yes
Richard DeLuca	Absent	Michael Merdinger	Yes
Carlos Mosquera	Yes	Joseph Lifrieri	Yes
Philip Petrone	Yes	Michael Impellizeri	Yes
Edward Machala	Yes	Gail Quabeck	Yes
Carolann Garafola	Absent	Robert Albano	Absent
Steven Mlenak	Absent	Peter Stires	Yes

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

c. Res. No. 14-0623-3 - Resolution Authorizing The Destruction Of Various Operating Fund Checks

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

Todd Hay	Absent	Richard Mathews	Yes
Richard DeLuca	Absent	Michael Merdinger	Yes
Carlos Mosquera	Yes	Joseph Lifrieri	Yes
Philip Petrone	Yes	Michael Impellizeri	Yes
Edward Machala	Yes	Gail Quabeck	Yes
Carolann Garafola	Absent	Robert Albano	Absent
Steven Mlenak	Absent	Peter Stires	Yes

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

Minute 8 - Public Participation - Seeing no one from the Public, the Public Participation Portion of the meeting was Closed.

Minute 9 - Board Committees

- a. Finance Committee (QUABECK, Impellizeri, Machala, Mathews, Mosquera)
 (1) Report on Comprehensive Annual Financial Report For The Fiscal Year Ended December 31, 2013

Chairman Stires stated that the following resolution had been tabled from the May Board Meeting as Mr. Albano asked for additional time to read the entire report. Ms. Quabeck, as Finance Committee Chairman, reported that Mr. Albano spoke with Messrs. Anastasio and Wozniak, and it was her understanding that Mr. Albano was satisfied with their answers to the questions he had. Mr. Wozniak agreed with Ms. Quabeck, and Ms. Quabeck stated that it would be in order to pass this resolution.

The Authority's Counsel, Brent Carney, reported that it was in order to make a motion to adopt this resolution.

- (a) Res. No. 14-0623-4 - Resolution Accepting Comprehensive Annual Financial Report For The Fiscal Year Ended December 31, 2013

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

Todd Hay	Absent	Richard Mathews	Yes
Richard DeLuca	Absent	Michael Merdinger	Yes
Carlos Mosquera	Yes	Joseph Lifrieri	Yes
Philip Petrone	Yes	Michael Impellizeri	Yes
Edward Machala	Yes	Gail Quabeck	Yes
Carolann Garafola	Absent	Robert Albano	Absent
Steven Mlenak	Absent	Peter Stires	Yes

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

- b. Personnel Committee (PETRONE, Albano, DeLuca, Mathews, Quabeck)

- (1) Report on Permanent Status of Robert Ferraro

Commissioner Petrone reported that, based on the recommendations of Anthony Tambasco, Plant Superintendent, and Jeffrey Edwards, Solid Division Supervisor, stating that Mr. Ferraro has successfully completed his 90 day probationary period as Helper-Solid Division, the Personnel Committee was recommending that the following resolution be adopted.

- (a) Res. No. 14-0623-5 - Resolution Granting Permanent Status To Robert Ferraro As Helper-Solid Division

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

Todd Hay	Absent	Richard Mathews	Yes
Richard DeLuca	Absent	Michael Merdinger	Yes
Carlos Mosquera	Yes	Joseph Lifrieri	Yes

Philip Petrone	Yes	Michael Impellizeri	Yes
Edward Machala	Yes	Gail Quabeck	Yes
Carolann Garafola	Absent	Robert Albano	Absent
Steven Mlenak	Yes	Peter Stires	Yes

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

c. Chairperson - No additional comments.

Minute 10 - Reports

a. **Executive Director's Report**

- (1) Report on updating of Personnel Policies And Procedures Manual as required by the Joint Insurance Fund (JIF)

Mr. Anastasio stated that approximately every two (2) years the New Jersey Utility Authorities Joint Insurance Fund (JIF) requires that the Authority update its Personnel Manual to be in compliance with changes in labor laws, social media and technology in accordance with JIF requirements. He went on to state that the updated changes have been reviewed by the Authority's Labor Counsel who has determined that the revisions are in compliance with the latest JIF checklist. Ms. Quabeck stated that it is mainly to reflect changes in the law.

- (a) Res. No. 14-0623-6 - Resolution Adopting The Somerset Raritan Valley Sewerage Authority Personnel Policies And Procedures Manual

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

Todd Hay	Absent	Richard Mathews	Yes
Richard DeLuca	Absent	Michael Merdinger	Yes
Carlos Mosquera	Yes	Joseph Lifrieri	Yes
Philip Petrone	Yes	Michael Impellizeri	Yes
Edward Machala	Yes	Gail Quabeck	Yes
Carolann Garafola	Absent	Robert Albano	Absent
Steven Mlenak	Yes	Peter Stires	Yes

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

(2) Update on WQRF Project

Mr. Anastasio reported that a few months ago it was discussed that the Authority would meter up to June 30th, and it is felt that there is sufficient data to size the Project.

Additionally, it was reported that Kleinfelder/Omni feels they have enough data to calibrate the model. Mr. Anastasio went on to state that the metering would be coming to an end in about a week.

Mr. Anastasio reported that the archaeological work would be getting underway possibly in July. He also stated that a property survey has been done on the parcel in question, and the Authority will be preparing our property appraisal as part of the Authority's Green Acres application and to value the parcel for purchase.

Once the facility has been sized and an alternative has been selected, CDM Smith will complete their report on the alternative.

Mr. Anastasio went on to state that a progress report needed to be submitted to the State by June 30th and Mr. Cosgrove is currently finalizing the report.

- (3) Update on status of litigation with Carbro Constructors Corp. (**CLOSED SESSION-LITIGATION**)
- (4) Report on withdrawal of previous NJPDES Permit Appeal (**CLOSED SESSION- PENDING LITIGATION**)
 - (a) Res. No. 14-0623- Resolution Authorizing Withdrawal Of NJPDES Permit Appeal

- b. **Engineer/Consultants** - Thomas Laustsen, P.E. (CDM Smith) Engineer's Report for June 2014 - No additional comments.
- c. **Attorney** - Joseph J. Maraziti, Jr., Esq., Maraziti, Falcon & Healey, LLP (MFH)
- d. **Department Reports** - No additional comments.
 - (1) Operations
 - (2) Laboratory
 - (3) Maintenance/Electrical
 - (4) Special Projects
- 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: April 2014
- b. NJDEP, Division of Water Quality; Surface Water Discharge Monitoring Report; Re: Reporting Period: April 2014
- c. NJDEP, Division of Water Quality; Residuals DMR; Re: Reporting Period: April 2014
- d. NJDEP, Division of Water Quality; Residuals Waste Characterization Report; Re: Reporting Period: January 2013-December 2013

- e. NJDEP, Division of Water Quality; Surface Water Discharge Waste Characterization Report; Reporting Period: March 2014-August 2014 (Semi-Annual)
- f. NJDEP, Division of Water Quality; Surface Water Discharge Waste Characterization Report; Reporting Period: March 2014-February 2015 (Annual)

Minute 12 - Payroll (Res. No. 14-0623-7)

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

Todd Hay	Absent	Richard Mathews	Yes
Richard DeLuca	Absent	Michael Merdinger	Yes
Carlos Mosquera	Yes	Joseph Lifrieri	Yes
Philip Petrone	Yes	Michael Impellizeri	Yes
Edward Machala	Yes	Gail Quabeck	Yes
Carolann Garafola	Absent	Robert Albano	Absent
Steven Mlenak	Yes	Peter Stires	Yes

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

Minute 13 - Cancellation of Checks (Res. No. 14-0623-8)

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

Todd Hay	Absent	Richard Mathews	Yes
Richard DeLuca	Absent	Michael Merdinger	Yes
Carlos Mosquera	Yes	Joseph Lifrieri	Yes
Philip Petrone	Yes	Michael Impellizeri	Yes
Edward Machala	Yes	Gail Quabeck	Yes
Carolann Garafola	Absent	Robert Albano	Absent
Steven Mlenak	Yes	Peter Stires	Yes

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

Minute 14 - Bills (Res. No. (14-0623-9)

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

Todd Hay	Absent	Richard Mathews	Yes
Richard DeLuca	Absent	Michael Merdinger	Yes
Carlos Mosquera	Yes	Joseph Lifrieri	Yes
Philip Petrone	Yes	Michael Impellizeri	Yes
Edward Machala	Yes	Gail Quabeck	Yes
Carolann Garafola	Absent	Robert Albano	Absent
Steven Mlenak	Yes	Peter Stires	Yes

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. Lifrieri, second of Mr. Machala, the Regular Session was Adjourned at 7:43 p.m. and the meeting was Reconvened in Closed Session to discuss the Carbro Constructors Corp. Litigation and Pending Litigation in reference to the NJPDES Permit Appeal by the following roll call vote:

Todd Hay	Absent	Richard Mathews	Yes
Richard DeLuca	Absent	Michael Merdinger	Yes
Carlos Mosquera	Yes	Joseph Lifrieri	Yes
Philip Petrone	Yes	Michael Impellizeri	Yes
Edward Machala	Yes	Gail Quabeck	Yes
Carolann Garafola	Absent	Robert Albano	Absent
Steven Mlenak	Yes	Peter Stires	Yes

Minute 16 - Closed Session

Minute 17 - Motion to Reconvene in Open Session

Upon motion of Mr. Impellizeri, second of Mr. Mlenak, the Closed Session was Adjourned at 8:15 p.m. and the meeting was Reconvened in Open Session by the following roll call vote:

Todd Hay	Absent	Richard Mathews	Yes
Richard DeLuca	Absent	Michael Merdinger	Yes
Carlos Mosquera	Yes	Joseph Lifrieri	Yes
Philip Petrone	Yes	Michael Impellizeri	Yes
Edward Machala	Yes	Gail Quabeck	Yes
Carolann Garafola	Absent	Robert Albano	Absent
Steven Mlenak	Yes	Peter Stires	Yes

Prior to Adjournment, the following Resolution was adopted.

Res. No. 14-0623-10 - Resolution Authorizing Withdrawal Of NJPDES Permit Appeal

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

Todd Hay	Absent	Richard Mathews	Yes
Richard DeLuca	Absent	Michael Merdinger	Yes
Carlos Mosquera	Yes	Joseph Lifrieri	Yes
Philip Petrone	Yes	Michael Impellizeri	Yes
Edward Machala	Yes	Gail Quabeck	Yes
Carolann Garafola	Absent	Robert Albano	Absent
Steven Mlenak	Yes	Peter Stires	Yes

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

Minute 18 - Adjournment

Upon a motion of Ms. Quabeck, second of Mr. Mathews, the meeting was adjourned at 8:16 p.m. by the following roll call vote:

Todd Hay	Absent	Richard Mathews	Yes
Richard DeLuca	Absent	Michael Merdinger	Yes
Carlos Mosquera	Yes	Joseph Lifrieri	Yes
Philip Petrone	Yes	Michael Impellizeri	Yes
Edward Machala	Yes	Gail Quabeck	Yes
Carolann Garafola	Absent	Robert Albano	Absent
Steven Mlenak	Yes	Peter Stires	Yes