

**MINUTES OF THE BOARD MEETING  
THE SOMERSET RARITAN VALLEY SEWERAGE AUTHORITY  
December 16, 2019**

**Minute 1 – Opening of Meeting**

The Board Meeting of the Somerset Raritan Valley Sewerage Authority was called to order at 7:31 P.M. by Chairman Todd Hay

**Minute 2 – Open Public Meetings Announcement**

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

**Minute 3 – Roll Call**

Robert Albano	Present	Steven Mlenak	Present
Louis Esposito, Jr	Present	Philip Petrone	Absent
Michael Impellizeri	Present	Spencer Pierini	Present
Joseph Lifrieri	Present	Gail Quabeck	Absent
Edward Machala	Present	Randy Smith	Present
Richard Mathews	Absent	Peter Stires	Absent
		Todd Hay	Present

**Authority 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	Absent
Ellie Hoffman, P.E., RCO/Asst. Engineer	Absent
Linda Hering, Human Resources Manager	Present
Michele Haynberg, Administrative Asst.	Absent
Peter Wozniak, Chief Financial Officer	Present

**Professional Staff**

Thomas Laustsen, P.E., CDM Smith	Present
Brad Carney, Esq., Maraziti Falcon, LLP	Present

**Minute 4 – Pledge of Allegiance**

All in attendance saluted the flag.

**Minute 5 – Approval of Minutes**

1. Board Meeting Open Session Minutes – November 25, 2019

With the Motion of Mr. Albano, Second of Mr. Mlenak, the Minutes of the November 25, 2019 Meeting (Open Session), were approved by the following roll call vote:

**Roll Call Vote:**

Robert Albano	Yes	Steven Mlenak	Yes
Louis Esposito, Jr	<i>Abstain</i>	Philip Petrone	Absent
Michael Impellizeri	Yes	Spencer Pierini	Yes
Joseph Lifrieri	Yes	Gail Quabeck	Absent
Edward Machala	Yes	Randy Smith	Yes
Richard Mathews	Absent	Peter Stires	Absent
		Todd Hay	Yes

2. Board Meeting Closed Session Minutes – November 25, 2019

With the Motion of Mr. Machala, Second of Mr. Smith, the Minutes of the November 25, 2019 Meeting (Closed Session), were approved by the following roll call vote:

**Roll Call Vote:**

Robert Albano	Yes	Steven Mlenak	Yes
Louis Esposito, Jr	<i>Abstain</i>	Philip Petrone	Absent
Michael Impellizeri	Yes	Spencer Pierini	Yes
Joseph Lifrieri	Yes	Gail Quabeck	Absent
Edward Machala	Yes	Randy Smith	Yes
Richard Mathews	Absent	Peter Stires	Absent
		Todd Hay	Yes

**Minute 6 – Public Hearings** – NONE

**Minute 7 – Public Participation** – NONE

**Minute 8 – Consent Resolutions for Consideration and Possible Formal Action**

- 1) **Res. No. 19-1216-1** – Sewer Extension Resolution - Somerville Borough; Somerville Town Center, Proposed Mixed-Use Development, Block 117.01 Lots 1.03
- 2) **Res. No. 19-1216-2** – Sewer Extension Resolution - Township of Branchburg; York Village, Proposed 100-Unit Affordable Housing Development, Block 74 Lots 3, 3.01 and 3.02
- 3) **Res. No. 19-1216-3** – Resolution Awarding the Contract for Wastewater Flow Metering System Maintenance, Calibration & Repair Services - Contract No. B-20-4
- 4) **Res. No. 19-1216-4** - Resolution Awarding Contract for the Furnishing and Delivery of a New Internal Combustion Lift Truck – Contract A-19-10

Mr. Anastasio wanted to make clear that on Res. No. 19-1216-1 the Block and Lots have been changed and only includes this one Block/Lot. Mr. Albano asked a question on the Somerville Sewer Extension Res. No. 19-1216-1, Which collector does it go into? Mr. Anastasio informed that it goes into Meter Chamber #5(Tributary 2). Mr. Albano asked about the above Contract No. B-20-4, that we had no bids on this contract. Mr. Anastasio indicated that there are very limited companies doing this type of work and this contract was published twice with no bids. Therefore, allowing the Authority to negotiate the contract with the current service provider. Regarding the Affordable Housing Development in Branchburg, Mr. Pierini suggested that it be noted that the connection fee on each affordable housing unit will be 50% the current connection fee in accordance with NJ State statute. All agreed and Res. No. 19-1216-2 was changed to reflect current NJ State statute regarding connection fee rate as it applies to affordable housing units.

Upon Motion of Mr. Albano, Second of Mr. Lifrieri, the above Resolutions were approved by the following roll call vote:

**Roll Call Vote:**

Robert Albano	Yes	Steven Mlenak	Yes
Louis Esposito, Jr	Yes	Philip Petrone	Absent
Michael Impellizeri	Yes	Spencer Pierini	Yes
Joseph Lifrieri	Yes	Gail Quabeck	Absent
Edward Machala	Yes	Randy Smith	Yes
Richard Mathews	Absent	Peter Stires	Absent
		Todd Hay	Yes

**Minute 9 – Board Committees –**

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

- 1) Discussion of the Employment Status of Andrew Judd (**Closed Session – Personnel Matters**)
- 2) Report on Upcoming Personnel Changes within the Solids Division (**Closed Session – Personnel Matters**)
  - a) **Res. No. 19-1216-6** – Resolution Authorizing the Promotion of Eleanor Hoffman and a Change in Title to Regulatory Compliance Engineer

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

**Roll Call Vote:**

Robert Albano	Yes	Steven Mlenak	Yes
Louis Esposito, Jr	Yes	Philip Petrone	Absent
Michael Impellizeri	Yes	Spencer Pierini	Yes
Joseph Lifrieri	Yes	Gail Quabeck	Absent
Edward Machala	Yes	Randy Smith	Yes
Richard Mathews	Absent	Peter Stires	Absent
		Todd Hay	Yes

Mr. Anastasio asked for a motion from the floor to accept the retirement of Mr. Andrew Judd.

Upon Motion of Mr. Mlenak, Second of Mr. Albano, the above Resolutions were approved by the following roll call vote:

**Roll Call Vote:**

Robert Albano	Yes	Steven Mlenak	Yes
Louis Esposito, Jr	Yes	Philip Petrone	Absent
Michael Impellizeri	Yes	Spencer Pierini	Yes
Joseph Lifrieri	No	Gail Quabeck	Absent
Edward Machala	Yes	Randy Smith	Yes
Richard Mathews	Absent	Peter Stires	Absent
		Todd Hay	Yes

Mr. Anastasio asked for a motion from the floor to accept the retirement of Mr. James Capps.

Upon Motion of Mr. Albano, Second of Mr. Pierini, the above Resolutions were approved by the following roll call vote:

**Roll Call Vote:**

Robert Albano	Yes	Steven Mlenak	Yes
Louis Esposito, Jr	Yes	Philip Petrone	Absent
Michael Impellizeri	Yes	Spencer Pierini	Yes
Joseph Lifrieri	Yes	Gail Quabeck	Absent
Edward Machala	Yes	Randy Smith	Yes
Richard Mathews	Absent	Peter Stires	Absent
		Todd Hay	Yes

**Minute 10** – **Chairman** – SRVSA Holiday Party is scheduled for Friday, December 20, 2019

**Minute 11 – Reports -**

**A. Executive Director’s Report**

1. Update on Storm Control Treatment Facility Construction Project – Mr. Anastasio directed everyone’s attention to the monitors showing the updated pictures of the progress on the Storm Control Project. PKF has started to stone the bottom of the excavated holes. The hole on the left side which will be the effluent pump station the contractor has started to install the reinforcing steel. They are also working on the forming to start pouring the concrete on Thursday of this week. Question was asked if it was too cold to pour the concrete, Mr. Anastasio answered that they have insulated blankets and heaters; the cold would not be a problem with the current temperatures. Chairman Hay asked if we had encountered any unforeseen conditions. Commissioner Lifrieri mentioned that it did take them longer to excavate the rock bed since they only budgeted \$38 per yard for rock but their subcontracted charged \$250 per yard to excavate the rock bed. Therefore, PKF did the work themselves to keep the cost within budget since the contract had an existing rock pay item that limited the amount that could be charge to The Authority to what was in the bid contract. Mr. Anastasio stated that project is going well. He mentioned that Bridgewater Twp. wanted to have a compliance review which we complied with and they signed off on what was needed. We have the building and electrical permits issued to the contractor, PKF Mark III.
2. Report on Bid Results for the Electricity Basic Generation Service – Mr. Anastasio stated that Mr. Wozniak and he went to the bid opening on December 3, 2019. Mr. Wozniak put together a very detailed memo on the components of energy procurement. So, we procured electricity a rate of 6.6¢ per kWh, where this was a reduction from 7.11¢ per kWh in past years and we locked that lower rate in with PSE&G for 2 years. There is a FERC charge in January 2020 that will be applied to the current contract with PSE&G and will therefore flow into the new contract as well. A discussion among Board Commissioners and SRVSA staff ensued regarding

power generation, transmission and delivery as it pertains between PSE&G substation and the SRVSA plant.

**B. Engineer/Consultants** – Mr. Laustsen reported that he did the annual inspection of the plant a few weeks ago with Tony Tambasco and the plant looks great. The staff is doing a good job maintaining the operating facilities and he is in the process of preparing the report.

**C. Attorney** – No Report

**D. Department Reports** –

1. Operations – Question from Mr. Albano, the stack test took two extra days, did we have to truck sludge during those days? Mr. Tambasco answered, no.
2. Laboratory
3. Maintenance/Electrical
4. Special Projects

**E. Facility Engineer Reports** – Sherwin Ulep reported that the first phase of the Asbestos Abatement Project is completed and they are currently working on the 600 Building and should be completed within the next few weeks.

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: 10/01/19 through 10/31/19
- B. NJDEP, Division of Water Quality; Surface Water Discharge Monitoring Report; Re: Reporting Period: 10/01/19 through 10/31/19
- C. NJDEP, Division of Water Quality; Residuals Transfer Discharge Monitoring Report; Re: Reporting Period: 10/01/19 through 10/31/19

### **Minute 13 – Res. No. 19-1216-7 – Payroll**

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

**Roll Call Vote:**

Robert Albano	Yes	Steven Mlenak	Yes
Louis Esposito, Jr	Yes	Philip Petrone	Absent
Michael Impellizeri	Yes	Spencer Pierini	Yes
Joseph Lifrieri	Yes	Gail Quabeck	Absent
Edward Machala	Yes	Randy Smith	Yes
Richard Mathews	Absent	Peter Stires	Absent
		Todd Hay	Yes

**Minute 14 – Res. No. 19-1216-8 - Bills**

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

**Roll Call Vote:**

Robert Albano	Yes	Steven Mlenak	Yes
Louis Esposito, Jr	Yes	Philip Petrone	Absent
Michael Impellizeri	Yes	Spencer Pierini	Yes
Joseph Lifrieri	Yes	Gail Quabeck	Absent
Edward Machala	Yes	Randy Smith	Yes
Richard Mathews	Absent	Peter Stires	Absent
		Todd Hay	Yes

**Minute 15 – Res. No. 19-1216-9** – Resolution Authorizing Closed Session for the Purpose of Discussions Regarding Personnel Matters Relating to the Solids and Maintenance Divisions.

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

**Roll Call Vote:**

Robert Albano	Yes	Steven Mlenak	Yes
Louis Esposito, Jr	Yes	Philip Petrone	Absent
Michael Impellizeri	Yes	Spencer Pierini	Yes
Joseph Lifrieri	Yes	Gail Quabeck	Absent
Edward Machala	Yes	Randy Smith	Yes
Richard Mathews	Absent	Peter Stires	Absent
		Todd Hay	Yes

Open Session reconvened at 8:48pm

**Minute 17 – Adjournment**

Upon Motion of Mr. Impellizeri, Second of Mr. Smith, the meeting was adjourned at 8:51 p.m. by the following roll call vote:

**Roll Call Vote:**

Robert Albano	Yes	Steven Mlenak	Yes
Louis Esposito, Jr	Yes	Philip Petrone	Absent
Michael Impellizeri	Yes	Spencer Pierini	Yes
Joseph Lifrieri	Yes	Gail Quabeck	Absent
Edward Machala	Yes	Randy Smith	Yes
Richard Mathews	Absent	Peter Stires	Absent
		Todd Hay	Yes

**NEXT REGULAR BOARD MEETING WILL BE HELD ON  
FEBRUARY 3, 2020**