

**MINUTES OF THE BOARD MEETING
THE SOMERSET RARITAN VALLEY SEWERAGE AUTHORITY
July 27, 2020 – RESCHEDULED TO JULY 29, 2020**

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 (phone)	Steven Mlenak	<i>Absent</i>
Louis Esposito, Jr	Present	Philip Petrone	Present (phone)
Michael Impellizeri	Present (phone)	Spencer Pierini	Present (phone)
Joseph Lifrieri	Present	Gail Quabeck	Present (phone)
Edward Machala	Present	Randy Smith	Present (phone)
Richard Mathews	Present (phone)	Peter Stires	Present (phone)
		Todd Hay	Present

Authority Staff

Ronald Anastasio, P.E., Executive Director	Present
Sherwin Ulep, P.E., Facility Engineer	Present (phone)
Anthony Tambasco, Plant Superintendent	<i>Absent</i>
Michael Ingenito, Chief Plant Operator	<i>Absent</i>
Dennis Smith, Supervisor Liquid Division	<i>Absent</i>
Ellie Hoffman, P.E., Regulatory Compliance Engineer	<i>Absent</i>
Linda Hering, Human Resources Manager	Present
Peter Wozniak, Chief Financial Officer	Present (phone)

Professional Staff

Thomas Schoettle, P.E., CDM Smith	Present
Brad Carney, Esq., Maraziti Falcon, LLP	Present (phone)

Minute 4 – Pledge of Allegiance

All in attendance saluted the flag.

Minute 5 – Approval of Minutes

1. Board Meeting Open Session Minutes – June 22, 2020

Chairman Hay asked all Commissioners if there were any questions, amendments, or comments with respect to the Open Session Minutes and there were none. With the Motion of Mr. Machala, Second of Mr. Lifrieri, the Minutes of the June 22, 2020 (Open Session), were approved by the following roll call vote:

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

Minute 6 – Public Participation – NONE

Minute 7 – Consent Resolutions for Consideration and Possible Formal Action

- 1) **Res. No. 20-0727-1** – Resolution Authorizing the Reissuance of a Non-Domestic Wastewater Discharge Permit to Viscofan Collagen USA
- 2) **Res. No. 20-0727-2** – Resolution Endorsing and Approving Permanent Status to Brandon Ruhl as Assistant Operator in the Liquid Treatment Division
- 3) **Res. No. 20-0727-3** – Sewer Extension Resolution - Three Single-Family Dwelling; NJDOT Route 206 Road Project; Hillsborough Township; Block 182 Lots 39, 40 & 41
- 4) **Res. No. 20-0727-4** - Resolution Appointing the Executive Director and Facility Engineer to Serve as Representative and Alternate Respectively on the Somerset County Wastewater Management Planning Committee
- 5) **Res. No. 20-0727-5** – Resolution Authorizing the Purchase of (5) Hach Flo-Dar Area/Velocity Flowmeters Under the State Contract to Replace the Existing Accusonic Transit-Time Billing Flowmeters
- 6) **Res. No 20-0727-6** – Resolution Awarding Siphon Sewer Cleaning and Inspection Services to Standard Pipe Services, LLC

Mr. Anastasio indicated that there is a correction to Resolution No. 20-0727-5. This Resolution contains language that indicates “Under the State Contract”. That should read “Under the North Jersey Wastewater Cooperative Pricing System”. Anywhere “State Contract” appears, we are

going to add the words “or North Jersey Wastewater Cooperative Pricing System”. There was confusion with the vendor. He referred to it as the State Contract. We know it is in the North Jersey Wastewater Co-Op contract. We did not find it in the State Contract, but we will put one or the other, whichever is cheaper. That will be added to the Resolution.

Mr. Hay indicated we need to make a note that information for Res. No. 20-0727-6 was sent to all the Board Members recently so everyone should have it. Mr. Hay asked if there were any questions, comments, concerns, additions, or deletions concerning the Resolutions. There were none.

Upon Motion of Mr. Smith, Second of Ms. Quabeck, the above Resolutions were approved by the following roll call vote:

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

Minute 8 - Board Committees –

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

Mr. Hay indicated that we have two closed session items. However, is there anything else to add. Mr. Petrone indicated nothing else to add.

B. FINANCE COMMITTEE (Quabeck, Albano, Machala, Mathews, Impellizeri, Mlenak)

- a. **Res. No. 20-0727-8** – Resolution Accepting the FY 2019 Comprehensive Annual Financial Report and Year End Audits

Ms. Quabeck indicated that everyone received a copy of the Audit Report and a memo from our CFO, Peter Wozniak. You can see from the results that we had a very good year. She has no questions and indicated that she has not heard from any other Board Members with questions. If no one has questions now, she will introduce this Resolution.

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

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

Minute 9 – Chairman – Nothing to report but would like to thank Ron and the staff for continuing the good work and minimizing any type of COVID-19 related issues.

Minute 10 – Reports -

A. Executive Director’s Report

Mr. Anastasio indicated that before he continues with his reports, he would like to point out that as required by State Law, we are getting the signatures of all the Commissioners on an Affidavit that states you have received with Audit Report and accept the Audit Report. We have four Commissioners present at this meeting, and they will sign tonight. Ron will be in touch with the remaining members on the phone tonight, to arrange for signatures. He will email everyone to see who wants to stop in and sign. Otherwise, we can make trips to your homes to obtain your signatures. This will take place into early next week then we can wrap it all up. Messrs. Petrone, Albano, Impellizeri and Smith indicated they would stop into the office to sign. Ron indicated the Affidavit will be with either Linda or I, in case one of us is out.

1. Update on Storm Control Treatment Facility Construction Project – We are still working through the site easements issue. We’ve had a good discussion about that with our legal team and our engineering team, as well as Commissioner Lifrieri giving us a hand with that, based on his expertise in that subject. We have had some good developments. The way the waste was characterized by the original report from the Contracts LSRP (Licensed Site Remediation Professional), it characterized the waste as construction and demolition waste (otherwise known as C&D waste) but also referred to a lot of commercial and residential waste. But the evidence does not bear that out. I had a conversation with our LSFP at CDM Smith to get a clarification about that and they have amended their report and sent a clarifying letter which makes a lot of sense. Any time you have C&D waste, you will get a little bit of commercial/residential waste in the form of bottles, cans, things like that that appear on construction sites. It is predominately C&D waste which clears things up a little for disposal purposes. We are in the process of notifying the County official as required by the DEP, that we are looking to perform this work and giving them the opportunity to perform any sampling. We will also look to discuss the issue further with them. We still have not received a price from the Contractor proposing a method and a cost for removal of the waste in order to install the pipelines, so we will advise later. As we have further developments, I will let the Board know.

Meanwhile, we are constructing the plant on the main site, the property that we own that we used to call the “Nevada-shaped” piece of land, and the construction is going very well. We are coming out of the ground now with the three connected structures: the influent pump station, the main filter building and the effluent pump station. They have been backfilled. Construction will occur within these completed concrete structures and block walls will start to be constructed this fall, really making it look like real buildings, not just buildings sticking out of the ground by 1 foot. The contractor also started the excavation for the large clarifier which is part of the plant. This is a big milestone for us. We have been looking at these 3 square holes in the ground since October/November and now they are filled in with these structures that are really constructed meticulously. We are moving along quite well. We expect this to be starting up next May. There is a lot of work to happen yet and it was a lot of work to get to this point. For someone just walking onto the site it probably would not look like much but there is a lot of work and a lot of money in this project right now. We are very happy with the progress.

2. Update on the Plantwide Electrical Rehabilitation Project – We are also happy with the progress of this contractor. They are moving along, working methodically. Just this week they moved the motor control center equipment into the Administration Building, into a room that used to be a file room that we repurposed into a Motor Control Center room. It is nice to see big things happening on this project also. They are working every day and have improved since they showed up on this project. They have had some personnel changes and the current crew they have is quite competent. Ron asked Sherwin Ulep, with this payment to Thomas Controls Inc., we are about 20% done? Sherwin indicated probably closer to 16% or 17% complete. It is still early in the job. Even though the Notice to Proceed was December 1st, nothing really happened until the beginning of the spring because a lot of it was shop drawing reviews and submittals before they showed up on site. Tony Tambasco, Plant Superintendent and Sherwin are on top of that project. They know every detail, day-by-day.

B. Engineer/Consultants – Mr. Schoettle from CDM Smith stated he had nothing to add.

C. Attorney – Mr. Carney had no comments or reports.

D. Department Reports –

1. Operations
2. Regulatory Compliance
3. Laboratory
4. Maintenance
5. Special Projects

E. Facility Engineer Reports –

1. Facility Engineer’s Monthly Report
2. Capacity Allocation
3. Capacity Assurance
4. Monthly Flow Report

Minute 11 – Communications

- A. NJDEP, Division of Water Quality; Residual Transfer Report; Reporting Period 5/1/20-5/31/20
- B. NJDEP, Division of Water Quality; Surface Water Discharge Monitoring Report Reporting Period 5/1/20-5/31/20
- C. NJDEP, Division of Water Quality; Residuals Discharge Monitoring Report; Reporting Period 5/1/20-5/31/20

Minute 12 – Res. No. 20-0727-9 – Payroll

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

Roll Call Vote:

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

Minute 13 – Res. No. 20-0727-10 – Cancellation of Checks

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

Roll Call Vote:

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

Minute 14 – Res. No. 20-0727-11 – Bills

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

Roll Call Vote:

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

Minute 15 – Res. No. 20-0727-12 – The purpose of this Resolution Authorizing Closed Session for the Purpose of Discussions Regarding Personnel Matters Relating to the Layoff of Part-Time Administrative Assistant Michele Haynberg and the Termination of Solid Division Operator Assistant Jozef Sudnik.

Mr. Hay confirmed that we will hold Res. No. 20-0727-7 until we return into Open Session.

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

Roll Call Vote:

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

Open Session reconvened at 7:56 p.m.

Minute 16 – Res. No. 20-0727-7 – Resolution Authorizing the Layoff of Employee Part-Time Administrative Assistant Michele Haynberg.

Mr. Hay asked if there any questions or comments with this resolution. None were noted.

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

Roll Call Vote:

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

Minute 17 – Adjournment

Upon Motion of Edward Machala, Second of Louis Esposito, the meeting was adjourned at 7:58 p.m. by the following roll call vote:

Roll Call Vote:

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

**NEXT REGULAR BOARD MEETING WILL BE HELD ON
AUGUST 24, 2020**