

**MINUTES OF THE BOARD MEETING  
THE SOMERSET RARITAN VALLEY SEWERAGE AUTHORITY  
November 26, 2018**

**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 Chairperson, Carolann Garafola.

**Minute 2 – Open Public Meetings Announcement**

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

**Minute 3 – Roll Call**

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

\*arrived at 7:31 p.m.

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

**Professional Staff**

Thomas Laustsen, CDM Smith	Present
Brent Carney, Esq., Maraziti Falcon, LLP	Present

**Minute 4 – Pledge of Allegiance**

All in attendance saluted the flag.

## **Minute 5 – Approval of Minutes**

### A. Board Meeting Open Session Minutes – October 30, 2018

Ms. Garafola noted that there is a correction in the minutes. In Minute #9, the vote for Resolution 18-1030-8, which was the 2019 Salary and Wage Increases for the employees was voted on after we came back in from Closed Session. The minutes do not reflect that. We will make this change and move it to after the meeting reconvened from Closed Session and those will be the official Minutes. With your change, if the Board voted the approval, we will take care of that correction.

Upon Motion of Mr. Impellizeri, Second of Mr. Lifrieri, the Minutes of the October 30, 2018 Meeting (Open Session), with the above referenced correction, were approved by the following roll call vote:

#### **Roll Call Vote:**

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

### B. Board Meeting Closed Session Minutes – October 30, 2018

Upon Motion of Mr. Mathews, Second of Mr. Albano, the Minutes of the October 30, 2018 Meeting (Closed Session) were approved by the following roll call vote:

#### **Roll Call Vote:**

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

**Minute 6 – Public Hearings –**

A. Public Hearing regarding the Adoption of the Authority’s FY 2019 Budget

Upon Motion of Mr. Albano, Second of Mr. Impellizeri, the meeting was open to the public by the following roll call vote:

**Roll Call Vote:**

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

Chairperson Garafola noted that no one from the public was in attendance for the meeting.

Upon Motion of Mr. Machala, Second of Mr. Albano, the public portion of the meeting was closed by the following roll call vote:

**Roll Call Vote:**

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

**Res. No. 18-1126-1** – Resolution Approving the Adoption of the Authority’s FY 2019 Budget

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

**Roll Call Vote:**

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

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

**Minute 10 – Chairperson** – Chairperson Garafola indicated that the SRVSA Holiday Party is scheduled for Friday, December 21<sup>st</sup> at noon in the Administration Building Conference Room.

Chairperson Garafola wanted to report on the Affordable Housing settlement in Warren. She feels that Warren got a good deal but they are getting beat up pretty bad in Warren. They ended up with 362 affordable units, after all the credits and what have you. Out of the 362, 65 are going to be for special needs, so they did very well there. There will be no cars, no kids, and will have less of an impact. There will about 1,000 units total, which will be a 2:1 ratio, 2 market rates for every 1 affordable. A discussion regarding the affordable housing settlement in Warren Township ensued.

Chairperson Garafola added that Warren has empty office buildings which would have gone into SRVSA, all along Mt. Bethel Road, and it would have seemed to be perfectly logical to have those developed into condo units. When there is empty office, you never know what you can turn it into. Mr. Hay noted that a lot of urban municipalities are doing that right now with their affordable housing obligations because there is no market for office anymore. Too many people are working from home.

## **Minute 11 – Reports**

### **A. Executive Director’s Report**

#### (1) Update on SSO Project:

We are working on getting our authorization to advertise to go out to bid for the project. On the loan front, the Board passed the Bond Resolution and we are working with Bond Counsel and CDM to finalize the projected draw schedule for the money and other things are requirements by the iBank (formerly the NJEIT or the trust). We should close the construction loan towards the end of the year, or the beginning of 2020.

Brent and I are working on adding some small language regarding the ACO and the time schedule, how inflexible it is, more like red flag to a contractor that they are under the gun to get this done. There may be fines and penalties that they could responsible for if they’re late. We want to make sure that is clear and the bidders understand that going in to it. Mostly small, last minute changes, before we get this ready to go out to bid. We received the approval from the Office of the State Comptroller. They looked at the contract and had some minor edits. Brent and Tim Bradley from Kleinfelder took care of those. We are making good progress. Also, Diane Alexander, Esq. had received comments from NJDEP on the ACO and we’re having a conference call on Wednesday just to talk about those. Hopefully the ACO is something we can bring to the Board, optimistically at the December meeting. We want to include it in contract when we go out to bid so that the bidders have all the information that this ACO is out there.

We are also working with the County towards getting the land transactions regarding the County owned land, as well as talking to Somerville regarding a small easement that we have to finalize the conveyance of the easement with a Deed of Easement. There are some small funds that need to change hands, approximately \$2,500. They need to tell the State what they are going to do with it, i.e. plant trees, etc. In the Contract, we are indicating it is a 20-month project.

(2) Update on Incinerator Project:

On Wednesday, we have our Stack Test, which is the compliance test for the incinerator. Normally, I really like having rain like this because it is revenue for the Authority, but it taxes the plant and does have a negative impact on the ability for the sludge to settle, although we are still having some good results. Dennis Smith, Liquid Division Supervisor, indicated that our sludge levels are good. Mr. Anastasio indicated we would have enough sludge and the right composition of sludge. It is a nerve-wracking week. We are dealing with some last-minute program issues on our PLCs (programmable logic computers).

Mr. Anastasio indicated that we do add a little magnesium hydroxide to the sludge, which conditions it to pH buffer and is a coagulant. Mr. Smith indicated that we are adding a good amount. We normally shut it off during high water since we've been getting hit with some heavy rain. But we've been preparing for the stack test for about a week. We've been slowing down our primaries, the pumps, so that we can thicken the primary because that really helps in the stack test. Mr. Anastasio indicated that sometimes when we had Reactor 1 up, we would have to test them both and it would have to be at least a whole week. Sometimes we can run out of good sludge or run out of sludge period. When you run the incinerator during a stack test, it's running at twice of what we would normally run it at because we are setting the high limit for all the emissions and the capacity. We want to make sure we can "hit the high note" and we need sludge to do that. We've been through it before and it will all work out.

(3) Review of the Authority's Professional Staff (Closed Session)

In closed session, we will just sit and talk about the review of our professional staff since we will be going out for the 2019 Request for Proposals for Professional Services.

**B. Engineer/Consultants** – Thomas Laustsen, P.E. (CDM Smith) Engineer's Report for October 2018.

**C. Attorney** – Brent Carney, Esq., Maraziti Falcon, LLP – No additional comments.

**D. Department Reports** –

- (1) Operations
- (2) Laboratory
- (3) Maintenance/Electrical
- (4) Special Projects

**E. Facility Engineer Reports** –

- (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: 9/01/18 through 9/30/18
- B. NJDEP, Division of Water Quality; Surface Water Discharge Monitoring Report; Re: Reporting Period: 9/01/18 through 9/30/18
- C. NJDEP, Division of Water Quality; Residuals Transfer Discharge Monitoring Report; Re: Reporting Period: 9/01/18 through 9/30/18

**Minute 13 – Res. No. 18-1126-2 – Payroll**

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

**Roll Call Vote:**

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

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

**Minute 14 – Cancelled Check(s) – None**

**Minute 15 – Bills – Res. No. 18-1126-3**

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

**Roll Call Vote:**

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

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

**Minute 16 – Res. No. 18-1126-4 – Resolution Authorizing Closed Session for the purpose of Reviewing the Authority’s Professional Staff in Connection to the Open Public Meetings Act**

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

**Roll Call Vote:**

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

**Minute 17 – Motion to Continue in Open Session**

Upon Motion of Mr. Albano, Second of Mr. Lifrieri, the meeting reconvened in Open Session at 8:12 p.m. by the following roll call vote:

**Roll Call Vote:**

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

**Minute 18 – Adjournment**

Upon Motion of Mr. Impellizeri, Second of Mr. Hay, the meeting was adjourned at 8:13 p.m. by the following roll call vote

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

**NEXT REGULAR BOARD MEETING WILL BE HELD ON  
DECEMBER 17, 2018**