

**MINUTES OF THE BOARD MEETING
THE SOMERSET RARITAN VALLEY SEWERAGE AUTHORITY
NOVEMBER 27, 2023**

Minute 1 - Opening of Meeting

The Board Meeting of the Somerset Raritan Valley Sewerage Authority was called to order at 7:01 P.M. by Chairman Joseph Lifrieri.

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	Edward Machala	Present
Pamela Borek	Present	Richard Mathews	Present
Nicolas Carra	Present	Michael Pappas	Present (Teams)
Gary DiNardo	Absent	Philip Petrone	Present
Vincent Dominach	Present	Reinhard Pratt	Present
Louis Esposito, Jr	Present	Frank Scarantino	Absent
		Joseph Lifrieri	Present

Authority Staff

Ronald Anastasio, P.E., Executive Director	Present
Anthony Tambasco, Plant Superintendent	Present (Teams)
Michael Ingenito, Chief Plant Operator	Present (Teams)
Sherwin Ulep, P.E., Manager of Engineering	Present
Ellie Hoffman, P.E., Regulatory Compliance Engineer	Present (Teams)
Linda Hering, Human Resources Manager	Present
Peter Wozniak, Chief Financial Officer	Present
Christian Santiago, Staff Engineer	Present (Teams)
Joseph Loughlin, A/P Clerk	Absent
Gerry Zielonka, Maintenance Supervisor	Present (Teams)

Professional Staff

Thomas Schoettle, 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 – October 23, 2023

Ms. Borek noted a few corrections that needed to be made to the Minutes. On page 3, at the very bottom, change “Chairman Impellizeri” to “Chairman Lifrieri”. Also, on page 12, under Mr. Carney’s report, the date of Maraziti Falcon’s Open House should be October 26th.

With the Motion of Mr. Esposito, Second of Mr. Albano, the Minutes of the October 23, 2023 Meeting (Open Session), as amended, were approved, by the following Roll Call Vote:

Roll Call Vote:

Robert Albano	Yes	Edward Machala	Yes
Pamela Borek	Yes	Richard Mathews	Yes
Nicolas Carra	Yes	Michael Pappas	Yes
Gary DiNardo	Absent	Philip Petrone	Yes
Vincent Dominach	Yes	Reinhard Pratt	Yes
Louis Esposito, Jr	Yes	Frank Scarantino	Absent
		Joseph Lifrieri	Yes

2. Board Meeting Closed Session Minutes – October 23, 2023

With the Motion of Mr. Albano, Second of Ms. Borek, the Minutes of the October 23, 2023 Meeting (Closed Session), were approved, by the following Roll Call Vote:

Roll Call Vote:

Robert Albano	Yes	Edward Machala	Yes
Pamela Borek	Yes	Richard Mathews	Yes
Nicolas Carra	Yes	Michael Pappas	Yes
Gary DiNardo	Absent	Philip Petrone	Yes
Vincent Dominach	Yes	Reinhard Pratt	Yes
Louis Esposito, Jr	Yes	Frank Scarantino	Absent
		Joseph Lifrieri	Yes

Minute 6 – Public Hearings

A. Adoption of the Authority’s FY 2024 Budget

Mr. Lifrieri indicated that we would open the hearing to the public and close it but will not vote on the FY 2024 Budget Resolution until after we vote on the Resolution Authorizing Salary and Wage Increases for Supervisory Employees for 2024. As was noted by Mr. Albano, we can’t vote on the budget unless the salaries have been approved. No one had any objections to this. For the vote, see Minute #17.

Upon Motion of Mr. Albano, Second of Ms. Borek, the hearing was open to the public by the following Roll Call Vote:

Roll Call Vote:

Robert Albano	Yes	Edward Machala	Yes
Pamela Borek	Yes	Richard Mathews	Yes
Nicolas Carra	Yes	Michael Pappas	Yes
Gary DiNardo	Yes	Philip Petrone	Yes
Vincent Dominach	Absent	Reinhard Pratt	Yes
Louis Esposito, Jr	Yes	Frank Scarantino	Absent
		Joseph Lifrieri	Yes

Chairman Lifrieri noted that there was no one from the public in attendance at the meeting nor was there anyone online.

Upon Motion of Mr. Albano, Second of Ms. Borek, this Public Hearing was closed by the following Roll Call Vote:

Roll Call Vote:

Robert Albano	Yes	Edward Machala	Yes
Pamela Borek	Yes	Richard Mathews	Yes
Nicolas Carra	Yes	Michael Pappas	Yes
Gary DiNardo	Yes	Philip Petrone	Yes
Vincent Dominach	Absent	Reinhard Pratt	Yes
Louis Esposito, Jr	Yes	Frank Scarantino	Absent
		Joseph Lifrieri	Yes

Minute 7 – Public Participation - None

Minute 8 – Consent Agenda: Resolutions for Consideration and Possible Formal Action

Mr. Lifrieri asked if anyone had any issues with or comments about any of the Resolution on the Consent Agenda. Mr. Albano had a question on Res. No. 23-1127-6, does Bridgewater need to be notified if any additional sewers go into that common fund that they share with Branchburg? Mr. Anastasio answered that if there is another treatment works approval that connects into it (Branchburg), then that application would then be sent to Bridgewater for their consideration and approval before it comes here. Mr. Pratt also had a question on Res. No. 23-1127-6, it is not the content of the Resolution but just a procedural matter. Whenever I see anything from Branchburg, I think that I should be able to speak about this intelligently. Should I be getting a heads-up ahead of time? Do any of your individual communities reach out to you as Commissioners that they are submitting an application on something? Am I shirking my responsibilities here? Should I contact the township? Mr. Lifrieri stated that everyone received

the Board book 3 days prior to the meeting so they can become familiar with its contents. If you have an issue with it, you should call your Administrator. Mr. Pratt asked, as a Commissioner from Branchburg, should I hear about this weeks or months in advance? Mr. Anastasio stated that your job as a Commissioner here is to consider whether we have the plant capacity, and whether it is in our service area. Land Use decisions are for Branchburg’s Planning Board and they decided that they want this built. Then the application was sent to Bridgewater Township for them to consider the capacity available in the North Branch trunk, which all of Branchburg is served through. They have reviewed it and they have signed off on the Consent Form and then it comes to us, and we do our review through the Engineering Department. You are not doing anything wrong by hearing about this at this minute and not in advance. This is just the normal process. If there is a problem with something, by all means, bring it up.

- (1) **Res. No. 23-1127-2** – Resolution Rejecting All Bids for the Liquid Sludge Hauling Service – Contract B-24-4
- (2) **Res. No. 23-1127-3** – Resolution Awarding Contract for the Sludge Cake Hauling Service to Environmental Protection & Improvement Company, LLC – Contract B-24-5
- (3) **Res. No. 23-1127-4** – Resolution Authorizing Permanent Status of David Ciculya as Operator in the Liquid Division
- (4) **Res. No. 23-1127-5** – Resolution Authorizing the Renewal of a Flood Insurance Policy for the Storm Control Pumping Station
- (5) **Res. No. 23-1127-6** – Sewer Extension Resolution - Stony Brook Road - Sanitary Main Extension - Township of Branchburg

Upon a Motion by Mr. Machala and a Second by Mr. Carra, the above Resolutions were approved by the following Roll Call Vote:

Roll Call Vote:

Robert Albano	Yes	Edward Machala	Yes
Pamela Borek	Yes	Richard Mathews	Yes
Nicolas Carra	Yes	Michael Pappas	Yes
Gary DiNardo	Yes	Philip Petrone	Yes
Vincent Dominach	Absent	Reinhard Pratt	Yes
Louis Esposito, Jr	Yes	Frank Scarantino	Absent
		Joseph Lifrieri	Yes

Minute 9 – Board Committees –

A. Personnel Committee: (PETRONE, Mathews, Albano, Lifrieri)

1. Report on Proposed FY 2024 Salary Increases for Supervisory Personnel
(Closed Session – Personnel Matters)
 - a. **Res. No. 23-1127-7** - Resolution Authorizing Salary and Wage Increases for Supervisory Employees for FY 2024

For the vote on this Resolution, see **Minute 17**.

Minute 10 – Chairman – Chairman Lifrieri had nothing further to add but just wanted to add that the AEA Conference was a good conference and encourages other Commissioners to attend these when you have the opportunity to attend.

Minute 11 - Reports

A. Executive Director’s Report

1. Update on the Proposed Administration Building Project

We are still evaluating the architectural responses that we got. We had a call with the lowest priced proposal submission. Mr. Lifrieri joined Sherwin and I on that call with the architect, to get a little insight into what was behind their pricing and what is involved. We learned some things on that call. We did discuss going to get a few more prices and doing a second round just to prepare correctly. One thing that the company with the apparent low proposal so far pointed out was that it is only a 7,500 square foot addition plus we are doing some renovation in this building. If it was a 40,000 square foot building, it is about the same amount of work. It brings the percentage of the architectural costs versus the construction costs down. They did confirm for us that our planned budgetary number for the addition cost was in the mid \$2M range. That was in our range of this construction. So, it was good to get confirmation that way, without doing a detailed analysis. We are in the process of sending out the RFP to three more local firms and we’ll see what we get. Then we will come back to the Planning Committee and see where we’re at and move things along. There was discussion about the smaller the building, the more the cost goes up for the architect. A percentage of the architect services goes down if the building is bigger and more expensive.

2. Update on the Plantwide Mechanical Rehabilitation Project

Things are moving along. CDM has done some structural evaluations, some concrete cores in the final clarifiers and the T-3 thickening tank. We did a cleanout last week of the existing aeration basin that we are going to convert to a sludge holding basin. They perform a cleanout there and are going to come back in a couple weeks and do a concrete core in that basin so they can do their structural evaluation of the tank and make sure everything is ok. They are also going to come back and do a structural core of junction chamber 2 which is near the primary clarifiers. They have to get through these structural evaluations so that they can hang their hat on what they need to do for modifications.

There is more description in Sherwin and Tom Schoettle's reports.

3. Update on the Main Interceptor & Forcemain Rehabilitation Project

Things are moving along here as well. The wetlands delineation work has been done. The surveyor is out there doing a topographic survey of the entire easement. CDM is still compiling the information and investigation of the existing information stage.

Again, there is more information in Sherwin and Tom's reports.

4. Update on the Storm Control Pumping Station Relocation Project

We are further refining the design with that and working with the DEP on our environmental permits. We are also evaluating the purchase of the emergency generator. We may be able to purchase that through one or two co-op pricing systems that we are looking at. We are looking at getting quotes from Caterpillar. We'd like to match that generator to the existing one that is out there. It is the same size as the existing one at the storm control treatment facility. It would be advantageous to have one set of parts for two generators. We also started work on the bid document that will go out early next year.

5. Update on the PSE&G Energy Audit

Sherwin had a kickoff meeting with PSE&G. They want to gather some information and we will turn over all the information we have. CDM Smith did a 2016 energy audit of the blowers. We are going to turn that over to them as well. They are going to start to come in and look at motors, nameplate data and will gather all that information around the plant so they do their audit.

6. Update on Headworks Grit Collectors Equipment Replacement Project

This is going on now. We are waiting for the delivery of the equipment, which should happen sometime in January. This was awarded to Iron Hills Construction, and they have already mobilized and started working. Everything will be ready for them to install it at that time. They are doing the electrical work now and also the concrete demolition repair work.

Mr. Pratt asked that in the document of the Staff Engineer Report, section 6, asbestos survey, do we know that the asbestos on site does not present a hazard to personnel? It looks

like we are looking for a proposal for remediation and we have asbestos now. Is it in that friable condition? Do we know it is not presenting a hazard to our personnel. Mr. Ulep stated that it does not present any danger to the staff because it is encapsulated. It is in a tile form and not a powder form and is also under an existing carpet. We did that evaluation because we want to know that and do the remediation after the construction of the new Administration building. After we move out, we'll have that taken out and the contractor will start his work and we will be asbestos free. Mr. Lifrieri stated that of course, when they move it, they will be dressed in Tyvek suits, and it will be an exclusion zone which no one can go in. It is not like ancient pipe insulation where it is just falling out.

Mr. Anastasio also wanted to mention that we are having our Holiday Party on Thursday, December 21st. We have our Board meeting on December 18th, so we'll see everyone before then but wanted to get it on everyone's calendars.

B. Engineer/Consultants – Mr. Thomas Schoettle, P.E., (CDM Smith)

Mr. Schoettle stated he did not have anything further to add unless any one any questions for him.

C. Attorney – Mr. Brad Carney, Esq., Maraziti Falcon, LLP – No report this evening.

Mr. Carney stated he had no report.

D. Department Reports:

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

E. Facility Engineer Reports:

1. Facility Engineers Monthly Report
2. Capacity Allocation
3. Capacity Assurance
4. Monthly Flow Report

Mr. Albano stated that he was at a Bridgewater Planning Board meeting last week and the company that was being approved will definitely be a contributor. How do we keep track of the fact that this company, at a minimum, will be a categorical insignificant contributor. I did not bring anything up about the sewer, but I was listening to them saying they are going to build a 100,000 sf. Manufacturing location involving chemicals. How are we in the loop to make sure

that they know that it has to come here, and we have to inspect it. Mr. Anastasio indicated that we just have to keep an eye on what's going on and knock on their door. If they don't get to us first, that's what we do. Ellie Hoffman stated that a lot of times, if they apply for a connection fee, if they are really changing the use of the building, then we'll know. Mr. Albano said that they are changing the use of the building, but it is an existing building. It is the old AT&T Data Center off of 202/206. Mr. Anastasio stated that if it is a change in use, they will have to do another one and see if they'll be an increase in flow. Then they'll have an increase charge. It is a little bit of detective work though. We pick it up in that connection review or we keep our eyes on what is going on. We get Planning Board notices from the Planning Board activity and if we don't hear from them, we go to them. Mr. Albano stated he would forward the information.

Minute 12 – Communications – Standard monthly communication submittals to the State are in the Board book.

Minute 13 - Res. No. 23-1127-8 – Payroll

Upon Motion of Mr. Machala, Second of Mr. Mathews, the above Resolution was approved by the following Roll Call Vote:

Roll Call Vote:

Robert Albano	Yes	Edward Machala	Yes
Pamela Borek	Yes	Richard Mathews	Yes
Nicolas Carra	Yes	Michael Pappas	Yes
Gary DiNardo	Absent	Philip Petrone	Yes
Vincent Dominach	Yes	Reinhard Pratt	Yes
Louis Esposito, Jr	Yes	Frank Scarantino	Absent
		Joseph Lifrieri	Yes

Minute 14- Res. No. 23-1127-9 – Cancellation of Checks

Upon Motion of Mr. Albano, Second of Mr. Mathews, the above Resolution was approved by the following Roll Call Vote:

Roll Call Vote:

Robert Albano	Yes	Edward Machala	Yes
Pamela Borek	Yes	Richard Mathews	Yes
Nicolas Carra	Yes	Michael Pappas	Yes

Gary DiNardo	Absent	Philip Petrone	Yes
Vincent Dominach	Yes	Reinhard Pratt	Yes
Louis Esposito, Jr	Yes	Frank Scarantino	Absent
		Joseph Lifrieri	Yes

Minute 15- Res. No. 23-1127-10 – Bills

Upon Motion of Mr. Mathews, Second of Mr. Machala, the above Resolution was approved by the following Roll Call Vote:

Roll Call Vote:

Robert Albano	Yes	Edward Machala	Yes
Pamela Borek	Yes	Richard Mathews	Yes
Nicolas Carra	Yes	Michael Pappas	Yes
Gary DiNardo	Absent	Philip Petrone	Yes
Vincent Dominach	Yes	Reinhard Pratt	Yes
Louis Esposito, Jr	Yes	Frank Scarantino	Absent
		Joseph Lifrieri	Yes

Mr. Lifrieri indicated that the next item on the agenda is to go to Closed Session. We had a Closed Session on the matter before us which is the Personnel Matter regarding the Supervisory Personnel Salary increases. We’ve already discussed that in Closed Session at the last meeting. Because of a procedural issue, we had to remove it and table it. Does anyone feel that we need to go into Closed Session to discuss this again. There were no responses.

Mr. Albano asked since we did issue Rice Notices, do we have to go into Closed Session and have no discussion and come back out? Mr. Carney indicated that we do not have to do that. We have the option to do that, but we don’t need to. It was a good catch by Mr. Pappas on the Rice Notices not being issued. Everyone has now been issued a Rice Notice and no one has any objection to us speaking about them or their work. Mr. Borek asked, no one wanted to be present, correct? Yes, that is correct.

Minute 16 - Res. No. 23-1127-13 - Resolution Authorizing Salary and Wage Increases for Supervisory Employees for FY 2024

Mr. Petrone indicated as Chairman of the Personnel Committee, he had nothing else to discuss. Everything we need to know is in the Board Book.

Robert Albano	Yes	Edward Machala	Yes
Pamela Borek	Yes	Richard Mathews	Yes
Nicolas Carra	Yes	Michael Pappas	Yes
Gary DiNardo	Absent	Philip Petrone	Yes
Vincent Dominach	Yes	Reinhard Pratt	Yes
Louis Esposito, Jr	Yes	Frank Scarantino	Absent
		Joseph Lifrieri	Yes

At some point, the Teams meeting was disconnected, and reconnection was made, and the vote continued as indicated above.

Minute 17 - Res. No. 23-1127-1 – Adoption of the Authority’s FY 2024 Budget

Upon motion of Mr. Albano Second of Mr. Mathews, the above Resolution was approved by the following Roll Call Vote:

Roll Call Vote:

Robert Albano	Yes	Edward Machala	Yes
Pamela Borek	Yes	Richard Mathews	Yes
Nicolas Carra	Yes	Michael Pappas	Yes
Gary DiNardo	Yes	Philip Petrone	Yes
Vincent Dominach	Absent	Reinhard Pratt	Yes
Louis Esposito, Jr	Yes	Frank Scarantino	Absent
		Joseph Lifrieri	Yes

Adjourn Meeting at 7:30 p.m.

Upon Motion of Mr. Machala, Second of Mr. Carra, the meeting was adjourned at 7:30 p.m.

Roll Call Vote:

Robert Albano	Yes	Edward Machala	Yes
Pamela Borek	Yes	Richard Mathews	Yes
Nicolas Carra	Yes	Michael Pappas	Yes
Gary DiNardo	Absent	Philip Petrone	Yes
Vincent Dominach	Yes	Reinhard Pratt	Yes
Louis Esposito, Jr	Yes	Frank Scarantino	Absent
		Joseph Lifrieri	Yes