

**MINUTES OF THE BOARD MEETING
THE SOMERSET RARITAN VALLEY SEWERAGE AUTHORITY
October 28, 2019**

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 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	Absent
Louis Esposito, Jr	Present	Philip Petrone	Present
Michael Impellizeri	Present	Spencer Pierini	Present
Joseph Lifrieri	Present	Gail Quabeck	Present
Edward Machala	Present	Randy Smith	Present
Richard Mathews	Present	Peter Stires	Present
		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	Present
Dennis Smith, Supervisor Liquid Division	Present
Ellie Hoffman, P.E., RCO/Asst. Engineer	Present
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.

Roll Call Vote:

Robert Albano	Yes	Steven Mlenak	Absent
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

(1) **Res. No. 19-1028-1** Resolution Establishing the Authority's 2019 Sewer Connection Fee

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	Steven Mlenak	Absent
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

B. Public Hearing Regarding the Recalculation of the Industrial Pretreatment Program (IPP) Administration Fee.

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

Roll Call Vote:

Robert Albano	Yes	Steven Mlenak	Absent
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

Chairman Hay noted that no one from the public was in attendance for the meeting.

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

Roll Call Vote:

Robert Albano	Yes	Steven Mlenak	Absent
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

- (1) **Res. No. 19-1028-2** Resolution for Re-Calculation of the 2018 IPP Administration Fee

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	Steven Mlenak	Absent
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 7 – Public Participation – NONE

Minute 8 – Consent Resolutions for Consideration and Possible Formal Action

- (1) **Res. No. 19-1028-3** – Resolution Authorizing the Executive Director, Chief Financial Officer, Facility Engineer, RCO/Assistant Engineer, and Commissioners Petrone, Machala and Impellizeri To Attend the AEA Annual Conference in Atlantic City, November 19th & 20th, 2019

- (2) **Res. No. 19-1028-5** – Sewer Extension Resolution - Hillsborough Mixed Use Project, 871 Route 206 N, Hillsborough Township, Block 202 Lot 4
- (3) **Res. No. 19-1028-6** – Resolution Awarding the Plantwide Electrical Rehabilitation Project Contract No. C-19-2 to Thomas Controls, Inc.
- (4) **Res. No. 19-1028-7**– Resolution Authorizing an Energy Agent Contract with Gabel Associates, Inc., and Authorizing Executive Director Anastasio or in his Absence Chief Financial Officer Wozniak to Award a Contract and/or Reject Bids in Response to the Request for Bids for Electric Generation Service Issued on Behalf of the New Jersey Sewerage and Municipal Utility Authority Electrical Supply Aggregation
- (5) **Res. No. 19-1028-8** - Resolution Consenting to the Modification to the Middlebrook Sewer Service Area of the Warren Township Sewerage Authority

Chairman Hay announced that Res. No. 19-1028-4 will be removed from the Consent Agenda and tabled for another meeting. He also asked if any Commissioners had any questions on the above listed Resolutions.

Mr. Albano asked a question on Res. No. 19-1028-8; How are those affected Warren residents going into the Middlebrook Sewer Service Area and how are they currently being served? Mr. Pierini answered that these residents are currently on the border between the two sewer systems and that is the only way to move them from the current septic to public sewer system.

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

Roll Call Vote:

Robert Albano	Yes	Steven Mlenak	Absent
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 – Board Committees

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

- 1. Report on Proposed FY 2020 Salary Increases for Supervisory and Non-Union Personnel (Closed Session – Personnel Matters)

(a) **Res. No. 19-1028-9** - Resolution Authorizing Salary and Wage Increases for Supervisory Employees (Continued after Closed Session see page 12 below)

2. **Res. No. 19-1028-10** - Resolution Authorizing Permanent Status of Michael Denaster as Maintenance Mechanic in Maintenance Department.

Mr. Petrone stated that there was an opening in the Maintenance Department and Mr. Zielonka recommended that Mr. Denaster for permanent status.

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

Roll Call Vote:

Robert Albano	Yes	Steven Mlenak	Absent
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

3. **Res. No. 19-1028-11** - Resolution Authorizing Permanent Status of Nicholas Boyle as Assistant Operator in the Liquid Treatment Division.

Mr. Petrone stated that Nicholas Boyle applied for the position and was determined to be qualified.

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

Roll Call Vote:

Robert Albano	Yes	Steven Mlenak	Absent
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

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

1. Report and Recommendation of Proposed (Introduced) FY 2020 Budget

(a) Res. No. 19-1028-12 - Resolution Introducing the FY 2020 Budget

Ms. Quabeck states that this is the resolution that introduces the FY 2020 Budget, which has been provided to all commissioners. The Finance committee had a meeting last week to review the entire budget. The budget looks sound and doesn't require any rate increases. This would allow for the budget to be sent to Trenton for their review and approval and then establish a public hearing on the FY 2020 Budget for November 25, 2019. Ms. Quabeck asked if there were any questions. None were asked.

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

Roll Call Vote:

Robert Albano	Yes	Steven Mlenak	Absent
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

2. Report on the Bond Resolution for the Various Treatment Plant Improvements

(a) Res. No. 19-1028-13 - Resolution Authorizing the Issuance of Not Exceeding \$6,000,000 Subordinate Bonds (Plant Projects) of The Somerset Raritan Valley Sewerage Authority and Providing for Their Sale to The New Jersey Infrastructure Bank and The State Of New Jersey and Authorizing the Execution and Delivery of Certain Agreements in Connection Therewith

Ms. Quabeck gave a general overview of the above Resolution for Bond Issuance and stated that it was reviewed by the Finance Committee. Ms. Quabeck asked if there were any questions. None were asked.

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

Roll Call Vote:

Robert Albano	Yes	Steven Mlenak	Absent
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

3. Report on Establishment of a Debt Service Reserve for Capital Projects.

- (a) **Res. No. 19-1028-14** - Resolution Designating up to \$2,000,000 of Unrestricted Net Position for the Purpose of Providing Security to The Junior Lien Bondholders in the Event of Potential Cash Flow Shortages Before the Scheduled Debt Repayment

Ms. Quabeck gave a general overview of the above Resolution and stated that after discussion and consideration that it was determined that when funds were available to establish this reserve to cover debt service payment in case of a cash flow shortfall. This resolution authorizes the designation of \$2,000,000 for this purpose. Ms. Quabeck asked if there were any questions. A question was asked about the difference between a Senior and Junior Lien Bondholder. Ms. Quabeck and Mr. Anastasio both clarified that in this case The Authority would be the Junior Bondholder since the Authority didn't sell the bonds, and we would be subordinate to the State of New Jersey since they issued the bonds and therefore is the borrower. Our bond covenant doesn't cover Junior Lien Bonds so this would establish a reserve for these Junior Lien Bonds.

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

Roll Call Vote:

Robert Albano	Yes	Steven Mlenak	Absent
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

4. Renewal of Storm Control Pumping Station Flood Insurance Policy

- (b) **Res. No. 19-1028-18** - Resolution Authorizing the Renewal of a Flood Insurance Policy for the Storm Control Pumping Station.

Ms. Quabeck gave a general overview of the above Resolution and stated that the flood insurance was required for FEMA funds in needed. Ms. Quabeck asked if there were any questions. Ron added that once this plant is built, we would seek out FEMA mitigation funding for the Storm Control Pumping Station relocation project.

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

Roll Call Vote:

Robert Albano	Yes	Steven Mlenak	Absent
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 11 – Chairman - NONE

Minute 12 – Reports -

A. Executive Director’s Report

1. Update on Storm Control Treatment Facility Construction Project – Ron directed everyone’s attention to the monitors to view pictures of the construction progress. On October 2, 2019 we started clearing trees on the build site. PKF started on the excavation and staked out the job. Ron also pointed out areas on the monitors where the pump station was dug out. Mr. Lifrieri asked how deep would the pump station. Ron stated that it was about forty feet. Mr. Lifrieri then asked if there any problems as of now. Ron stated that there were no problems. Ron mentioned that at some point they would encounter ground water and that they would filter it and then send it to the plant to be treated, adding that PKF is on schedule. Mr. Lifrieri asked why the groundwater would be sent to the plant. Ron stated that based on our results from Phase 1 Environmental we didn’t find any hot spots but it was just prudent to treat the water first instead of just discharging it to the river untreated. An additional question on the soil disposition was asked. Ron stated that the soil has been tested and is clean and will go to off-site disposition. We are 3% complete on the Project. A Commissioner asked if there are any response from neighbors. Ron said that they have made contact with the neighbors and there are no issues. Additionally, PKF has put up a privacy fence and has had street sweepers to keep the road cleared and clean. Mr. Lifrieri asked when the commissioners could go out to the site to look at the progress. Ron said anytime just let us know when you would like to go.

2. Report on Labor contract Negotiation with UWUA Local 423 (Closed Session – Personnel Matters) – continued after Closed Session see page 13 below.

B. Engineer/Consultants – Mr. Laustsen reported an Update on the Facility Operation Maintenance Manual Update, final copies were provided to Tony tonight. This allows us to submit the final certificate to the trust for the Mercury Emission Control System. Ron signed them and CDM will submit them on behalf of The Authority tomorrow which will close out all the paperwork for this project.

C. Attorney – No Comments

D. Department Reports – No comments

1. Operations
2. Laboratory
3. Maintenance/Electrical
4. Special Projects

E. Facility Engineer Reports – No comments

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

Minute 13 – Communications

- A. NJDEP, Division of Water Quality; Residual Transfer Report; Re: Reporting Period: 8/01/19 through 8/31/19
- B. NJDEP, Division of Water Quality; Surface Water Discharge Monitoring Report; Re: Reporting Period: 8/01/19 through 8/31/19
- C. NJDEP, Division of Water Quality; Residuals Transfer Discharge Monitoring Report; Re: Reporting Period: 8/01/19 through 8/31/19

Minute 14 – Res. No. 19-1028-15 – 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	Steven Mlenak	Absent
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. 19-1028-16 - 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	Steven Mlenak	Absent
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 16 – Res. No. 19-1028-17 - Bills

Ron passed out an amended bill resolution to include one additional bill and this was the resolution that was voted on.

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

Roll Call Vote:

Robert Albano	Yes	Steven Mlenak	Absent
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 – Res. No. 19-1028-19 – Resolution Authorizing Closed Session for the Purpose of Discussions Regarding the 2019 Supervisory & Non -Union Personnel Salary Increases and Labor Contract Negotiation with UWUA Local 423.

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	Absent
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 8:12pm

Minute 9 – Board Committees – Continued

C. PERSONNEL COMMITTEE (PETRONE, Albano, Mathews, Quabeck)

4. Report on Proposed FY 2020 Salary Increases for Supervisory and Non-Union Personnel (Closed Session – Personnel Matters)

(b) Res. No. 19-1028-9 - Resolution Authorizing Salary and Wage Increases for Supervisory Employees

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

Roll Call Vote:

Robert Albano	Yes	Steven Mlenak	Absent
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 12 – Reports – Continued

D. Executive Director’s Report

- 2. Report on Labor contract Negotiation with UWUA Local 423 (Closed Session – Personnel Matters).

Chairman Hay asked for a Motion to authorize our Executive Director to execute the Memorandum of Agreement, dated October 24, 2019, with our Labor Council.

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

Roll Call Vote:

Robert Albano	Yes	Steven Mlenak	Absent
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 Mr. Stires, Second of Mr. Smith, the meeting was adjourned at 8:14 p.m. by the following roll call vote:

Roll Call Vote:

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

**NEXT REGULAR BOARD MEETING WILL BE HELD ON
NOVEMBER 25, 2019**