

**MINUTES OF THE BOARD MEETING  
THE SOMERSET RARITAN VALLEY SEWERAGE AUTHORITY  
OCTOBER 25, 2021**

**Minute 1 - Opening of Meeting**

The Board Meeting of the Somerset Raritan Valley Sewerage Authority was called to order at 7:00 P.M. by Vice 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	Philip Petrone	Present
Louis Esposito, Jr	Present	Spencer Pierini	Present (Teams)
Joseph Lifrieri	Present	Gail Quabeck	Present (Teams)
Edward Machala	Present	Randy Smith	Present (Teams)
Richard Mathews	Present	Peter Stires	Present(Teams)*
Michael Pappas	<i>Absent</i>	Michael Impellizeri	<i>Absent</i>

\*Mr. Stires entered the meeting via Teams at 7:13 pm

\*Mr. Stires and Mr. Smith had connectivity issues with Teams. Although Present on Teams, there are some votes where they were not able to respond and therefore, are indicated as Absent.

**Authority Staff**

Ronald Anastasio, P.E., Executive Director	Present
Sherwin Ulep, P.E., Facility Engineer	Present (Teams)
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 (Teams)

**Professional Staff**

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

**Minute 4 – Pledge of Allegiance**

All in attendance saluted the flag.

**Minute 5 – Approval of Minutes**

1. Board Meeting Open Session Minutes – September 27, 2021

Upon Motion by Mr. Machala, Second of Mr. Esposito, the Minutes of the September 27, 2021 Meeting (Open Session), were approved by the following roll call vote:

**Roll Call Vote:**

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

**Minute 6 – Public Hearings**

**A. Establishment of the Authority’s 2021 Sewer Connection Fee**

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

**Roll Call Vote:**

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

Vice Chairman Lifrieri noted that there was no one from the public in attendance at the meeting.

Mr. Anastasio was sworn in under oath by Mr. Carney, for his testimony as to the 2021 Connection Fees.

Mr. Anastasio indicated that the 2021 Sewer Connection Fee is calculated in accordance with Statue and it is reasonable and necessary. Ms. Quabeck commented that the Connection Fee has not changed from last year. Mr. Anastasio confirmed that the amount has not changed although the calculation figures have changed but the fee is the same.

Upon Motion of Mr. Machala, Second of Mr. Albano, this Public Hearing was closed by the following roll call vote:

**Roll Call Vote:**

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

**Res. No. 21-1025-1** – Resolution Establishing the 2021 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	Philip Petrone	Yes
Louis Esposito, Jr	Yes	Spencer Pierini	Yes
Joseph Lifrieri	Yes	Gail Quabeck	Yes
Edward Machala	Yes	Randy Smith	Yes
Richard Mathews	Yes	Peter Stires	<i>Absent*</i>
Michael Pappas	<i>Absent</i>	Michael Impellizeri	<i>Absent</i>

**B. Recalculation of the Industrial Pretreatment Program (IPP) Administration Fee**

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

**Roll Call Vote:**

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

Vice Chairman Lifrieri noted that no one from the public was in attendance for this hearing.

Mr. Anastasio stated the fee is calculated based on the actual cost to run the program and the fee is reasonable and necessary.

Upon Motion of Mr. Machala, Second of Mr. Mathews, this public hearing was closed by the following roll call vote:

**Roll Call Vote:**

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

**Res. No. 21-1025-2** – Resolution Authorizing The 2020 Industrial Pretreatment Program Administration Fee

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

**Roll Call Vote:**

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

**Minute 7 – Public Participation** -No Public Present

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

- 1) **Res. No. 21-1025-3** – Resolution Authorizing the Reissuance of a Non-Domestic Wastewater Discharge Permit to Henkel Corporation
- 2) **Res. No. 21-1025-4** – Resolution Authorizing the Modification of the Non-Domestic Wastewater Discharge Permit to Nestle Healthcare Nutrition, Inc.

- 3) **Res. No. 21-1025-5** – Resolution Authorizing Permanent Status of Robert Ferraro as Operator in the Incineration Division
- 4) **Res. No. 21-1025-6** – Resolution Authorizing the Permanent Status of Richard Hadley as Floater (Dayshift) in the Liquid Treatment Division
- 5) **Res. No. 21-1025-7** – Resolution Awarding the Contract for Furnishing and Delivery of Polymer to SNF Polydyne, Inc.
- 6) **Res. No. 21-1025-8** – Resolution Awarding the Contract for Furnishing and Delivery of Liquid Sodium Bisulfite to PVS Chemicals, Inc.
- 7) **Res. No. 21-1025-9** – Resolution Awarding the Contract for Furnishing and Delivery of Liquid Sodium Hypochlorite to Kuehne Chemicals Co., Inc.
- 8) **Res. No. 21-1025-10** – Resolution Awarding the Contract for Furnishing and Delivery of Liquid Sodium Hydroxide (50% Solution) to Kuehne Chemical Co., Inc.
- 9) **Res. No. 21-1025 – 11** – Resolution Authorizing the Executive Director, Chief Financial Officer, Chairman Impellizeri, Vice Chairman Lifrieri and Commissioners Petrone and Machala to Attend the AEA Annual Conference in Atlantic City, November 16th & 17th 2021 and the Plant Superintendent to Attend the League of Municipalities Expo November 15<sup>th</sup> & 16th 2021
- 10) **Res. No. 21-1025-12** – Resolution Authorizing and Emergency Contract to Robinson Fans, Inc. for the Purchase and Installation of a New Induced Draft Fan Impeller and Shaft Assembly Related to the R2 Incinerator System

Mr. Lifrieri asked if anyone had any additional questions or comments, and there were none.

With no further questions or comments, and upon Motion of Ms. Quabeck, Second of Mr. Petrone, the above Resolutions were approved by the following roll call vote:

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

### **Minute 9 – Board Committees**

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

- (1) Report on Proposed FY 2022 Salary Increases for Supervisory Personnel (**Closed Session – Personnel Matters**)

**Res. No. 21-1025-13** - Resolution Authorizing Salary and Wage Increases for Supervisory Employees for FY 2022 (**See vote on this Resolution at the conclusion of the Closed Session**)

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

- (1) Report and Recommendation of Proposed (Introduced) FY 2022 Budget

**Res. No. 21-1025-14** – Resolution Introducing the FY 2022 Budget

Ms. Quabeck stated that in the agenda items, there is quite a detailed memorandum which talks about the proposed Budget. The Finance Committee has met and reviewed this and the staff, led by Mr. Anastasio, has done an excellent job as usual. They have provided a lot of details and asked if there were any questions. The Budget is based on no increase in the billing rate, but it also includes our first long-term financing debt payment to the Storm Control Treatment Facility and it utilizes funding from the Storm Control Treatment Facility Debt Service Fund and the Rate Stabilization Fund. Both of those funds were set up some time back in anticipation that at some point, we would be looking at a rate increase if we didn't establish those funds as reserves. She stated it is a very good budget and supplies the staff with everything they will need.

A discussion ensued and questions were raised: Are going to need any more people to run the Storm Control Treatment Facility? Mr. Anastasio stated that we are going to wait and see how things go. We are hoping not to, but we'll just wait for now. It does not have to be staffed every moment but when it is in operation. We are going to keep an eye on it but depending on what's going on, we may use a person or two from the Maintenance Department. The Maintenance Department will be handling the screenings removal anyway, like they do here at this plant. They would be there for that purpose. We'll get a little experience under our belt and see how it goes. Before we would resort to that we could always pull people in on overtime, but we don't want to overwork people, but that's an option.

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

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

**Minute 10 – Chairman** – Vice Chairman Lifrieri indicated he does not have anything else to share with the Board.

## **Minute 11 - Reports**

### A. Executive Director's Report

#### 1. Update on Storm Control Treatment Facility Construction Project

We can really see the finish line now. Mr. Ulep has scheduled with the contractor the required factory training/start-up and operation of the equipment and the entire plant. Mr. Ulep indicated that the individual equipment start-up has already been completed by the contractor. Now we are doing the training for our staff. After the training of the staff, we will do a full plant start-up and that will involve the Authority's staff to run the whole plant. The training sessions are scheduled for this week and on the 27<sup>th</sup>. We have to do several sessions because people work different shifts, but everyone will eventually get trained on everything. The site fencing has been completed, as well as the entrance gate. The site is really shaping up. A question was raised as to how the staff gains access. Does the staff use the same card they use to get into the main plant? Mr. Anastasio stated that it is a manual gate that will be locked except when we need to go out there. It is not an automatic or card access gate.

We are having some issues with the sedimentation basin, the detention pond. What we are looking to do is handle that outside of the scope of this contract, to seek a credit for the replacement of the correct soils that should have been in there in the first place, and not have this contractor address it. He doesn't have those people on-site and we feel we can do it easier, quicker and cheaper with an outside smaller contractor. It is a pretty simple thing to do. We are already having conversations with NJDEP and also the Soil Conservation District, about performing that in the spring because as the contractor advised, they are going to put the topcoat of pavement on this week and he doesn't recommend putting any load on it with a machine like that. We could potentially tear it up. The temperatures are cooling off and we have time. In the meantime, it still acts as a detention pond and almost performs exactly like it was supposed to perform. Our engineering team feels that we can live with that.

Commissioner Mathews asked, with respect to the training, is it going to be in operation, is it going to work? Yes, we are going to be getting the keys to it very soon and then it will be in operation. In your training, are you going to run it, so you are actually putting stuff in the river? The contractor filled the clarifier first with river water, but then he had to let that go during Hurricane Ida, but he then filled it with city water to use for training purposes and testing purposes. Mr. Ulep stated, that is correct. When he did the start up for the individual equipment, he filled the plant with city water and right now while their doing the training, the clarifiers are already filled with city water, but it is more the controls. For example, they will have to know how to operate the bar screens, which our staff is already familiar with. The most important part of this is the compressible media filters and the Ultraviolet (UV) Infection System. The plant has water but for the training purposes, it doesn't really need to be an actual flow. To answer your questions, we are going to wait until the keys are turned over to us before we treat and when

we do that, we are not going to release to the river right away. We want to treat water and discharge to the interceptor, grab samples and verify the performance. Mr. Mathews indicated that he was just afraid that we would end up seeing something other than regular water in river and people aren't going to be very happy with that. When people do see discharge from this, it will look like regular water.

This project should wrap up in November. We do not have the exact date that we will get the keys. It all depends on the equipment manufacturers, and it is hard to get these people to come in for training, like everything else during the pandemic. We are trying to do it on a week-by-week basis, getting our staff trained. Once that is done, we will put the facility online and that's when we get the keys.

A commissioner raised a question about security. This may be a magnet for silly children. In addition to the facility and the buildings being locked, we will install site-wide cameras inside and outside of the building. We did not include those in this contract. Our electrical engineer felt we could do that cheaper and easier on our own. We will do it the same we did when we installed security cameras around here. Mr. Lifrieri asked if we would be online before the next meeting. Possibly, but we really can't tell because it is hard to get the factory people out here. The contract requires factory training and we don't want to give that up and get the keys too early. The contractor said if we needed it, we could use it but it's not exactly ours yet and we haven't been trained.

## 2. Update on the Plantwide Electrical Rehabilitation Project

Mr. Anastasio stated that we are done with all the base contract work. At the last board meeting, the Board approved Change Order #7 which included a wide variety of lighting improvements and other little things and the contractor is starting to work on. Also, they did finish the required base contract paving work last Friday. Is there other base contract work that is still outstanding Mr. Ulep? Mr. Ulep stated that it is mostly punch list items like cleanup. We do have individual punch list items for every work group and will have a walk-thru next week to go back to the punch list items and see if they are complete. The base contract is done. The only thing that we are talking about right now are additional items and trying to get a price from TCI. If their prices are not acceptable, we might have to consider additional change order work because they are already here and mobilized. These change orders are more electrical and that's perfect for what they are doing. Mr. Anastasio stated that what Mr. Ulep is referring to is, like Change Order #7, we were so focused on the complexity of doing all this large switchgear work. There is little stuff that we thought would be great to do. Change Order #7 included a slew of work for a good price. There are still a few other outstanding items that we might want to get done plus we're also having them take a look at a SCADA which is a related electrical item, an update of our PLCs in our Liquid Division because they are about 20 years old. We are exploring that and we will come to the Board with any of these things. Any large items we will go to the Planning and Finance Committees, then the Board. We will have to wait and see what we get back from the contractor. Using the word "punch list", we are beyond substantial completion now so all the base contract work is completed and is being used for its intended purpose. Everything is running which is a nice milestone, and everything is working well. Now it is relatively small items. At night here while it is getting dark early, you can see the site lit up much better than it



was in the past. We're happy with the results and will keep on working on Change Order #7 items.

### 3. Update on the Hurricane Ida Recovery

The recovery is going well. With regard to the storm control pumping station, we have all the circuit breakers. We have 2 out of 3 of the variable frequency drives to run the pumps. The generator transfer switch installation was started today. We are working on getting in touch with PSE&G and we have already talked to the Bridgewater Township Construction Department about getting a cut-in card to reestablish the power to the station. We hope by the next meeting, the station will be functioning, and we can run pumps. We have a conversation with the DEP just about every week on this. They are eager to see us get that up and running. Beyond that, we are working with Cummins on restoring the condition of the generator. We understand that the parts are still available, and we are working on that. That is a little longer lead process, but we don't need the generator to run the station with utility power, which is normally the case. We are continuing to make progress. Now that we are getting the budget done and submitted, Mr. Wozniak and I are going to start working on the FEMA claim, beyond filing the initial paperwork. Now that we are wrapping up the expenses, we are getting to know all the real costs. We will give you a better update on that next month when we have the numbers for the claims.

Mr. Albano asked that he read somewhere that someone into a building and the door slammed shut and he had to use a roof hatch to get out? Mr. Anastasio stated that there is no roof hatch and we are looking to make some flood mitigation efforts for next time. Since we've had this 3 times in 22 years, it will happen again. We need to further strengthen the plant. We've come a long way in the last 20 years since Floyd, but we have to do more because this one went higher. We have to actually plan for higher. We are trying to do that mainly in the operating budget, picking at it as we go.

### 4. Update on the Request to Somerset County for Funds from the American Rescue Plan

Mr. Anastasio mentioned to the Finance Committee that Somerset County has set up a application process for the American Recovery Act funds that we discussed in the summer. We had sent the County a letter and Mr. Ulep, Mr. Wozniak and I had a meeting with the County Administrator and Engineer, and it was a very good meeting. We are going to be submitting applications. It is one application per project so we are going to submit a few applications and see what happens. The deadline is December 5<sup>th</sup>, I think. Now that we're done with wrapping the budget up and getting it into the State, this is our next thing.

#### B. Engineer/Consultants – CDM Smith

Mr. Schoettle stated that he has nothing to add to his report but would be happy to answer any questions. None were raised.

#### C. Attorney – Brad Carney, Esquire for Maraziti Falcon, LLP

Mr. Carney indicated he had no report this evening.

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

**12. Communications**

- A. NJDEP, Division of Water Quality; Residual Transfer Report; Reporting Period 9/1/21-9/30/21 **(SEPTEMBER 2021 NOT INCLUDED – TO BE SUBMITTED BY 10/25/21)**
- B. NJDEP, Division of Water Quality; Surface Water Discharge Monitoring Report; Reporting Period 9/1/21-9/30/21 **(SEPTEMBER 2021 NOT INCLUDED – TO BE SUBMITTED BY 10/25/21)**
- C. NJDEP, Division of Water Quality; Residuals Discharge Monitoring Report; Reporting Period 8/1/21-8/31/21 **(SEPTEMBER 2021 NOT INCLUDED – TO BE SUBMITTED BY 10/25/21)**

**13. Payroll – Res. No. 21-1025-15**

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

**Roll Call Vote:**

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

**14. Bills – Res. No. 21-1025-16**

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

**Roll Call Vote:**

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

**15. Adjournment to Closed Session**

**Res. No. 21-1025-17** – Resolution Authorizing Closed Session for the Purposes of Personnel Matters Discussion Regarding the 2022 Supervisory Personnel Salary Increases and Staffing Discussions

Upon Motion of Mr. Albano, Second of Mr. Esposito, the meeting went into Closed Session at 7:31 p.m., with the following roll call vote:

**Roll Call Vote:**

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

Opened Session reconvened at 7:36 p.m.

**Res. No. 21-1025-13** - Resolution Authorizing Salary and Wage Increases for Supervisory Employees for FY 2022

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

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

**16. Adjournment**

Upon Motion of Mr. Esposito, Second of Mr. Petrone, the meeting was adjourned at 7:39 p.m.

**Roll Call Vote:**

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

**NEXT REGULAR BOARD MEETING WILL BE HELD ON  
NOVEMBER 22, 2021**