

**MINUTES OF THE BOARD MEETING  
THE SOMERSET RARITAN VALLEY SEWERAGE AUTHORITY  
OCTOBER 24, 2022**

**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 Michael Impellizeri.

**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	Absent	Philip Petrone	Absent *
Louis Esposito, Jr	Absent	Reinhard Pratt	Present
Joseph Lifrieri	Present	Gail Quabeck	Present (Teams)
Edward Machala	Present	Randy Smith	Present
Richard Mathews	Present (Teams)	Peter Stires	Absent
Michael Pappas	Present (Teams)	Michael Impellizeri	Present

\*Mr. Petrone joined the Teams Meeting at 7:04 pm

**Authority Staff**

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

**Professional Staff**

Thomas Schoettle, P.E., CDM Smith	Present
Joseph Maraziti, Esq., Maraziti Falcon, LLP	Present
Robert Beinfield, Esq., Hawkins, Delafield & Wood	Present (Teams)
Michelle Loucopolos, Esq., Hawkins, Delafield & Wood	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 26, 2022

With the Motion of Mr. Machala, Second of Mr. Impellizeri, the Minutes of the September 26, 2022 Meeting (Open Session) were approved by the following roll call vote:

**Roll Call Vote:**

Robert Albano	Absent	Philip Petrone	Yes
Louis Esposito, Jr	Absent	Reinhard Pratt	Yes
Joseph Lifrieri	Yes	Gail Quabeck	Yes
Edward Machala	Yes	Randy Smith	Yes
Richard Mathews	Yes	Peter Stires	Absent
Michael Pappas	Yes	Michael Impellizeri	Yes

2. Board Meeting Closed Session Minutes – September 26, 2022

With the Motion of Mr. Smith, Second of Mr. Lifrieri, the Minutes of the September 26, 2022 Meeting (Closed Session) were approved by the following roll call vote:

**Roll Call Vote:**

Robert Albano	Absent	Philip Petrone	Yes
Louis Esposito, Jr	Absent	Reinhard Pratt	Yes
Joseph Lifrieri	Yes	Gail Quabeck	Yes
Edward Machala	Yes	Randy Smith	Yes
Richard Mathews	Yes	Peter Stires	Absent
Michael Pappas	Yes	Michael Impellizeri	Yes

**Minute 6 – Public Hearing**

**A. Establishment of the Authority’s 2022 Sewer Connection Fee**

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

**Roll Call Vote:**

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

Chairman Impellizeri noted that there was no one from the public in attendance at the meeting. There were no questions or comments.

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

**Roll Call Vote:**

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

Mr. Maraziti noted that part of the record on the hearing is the memo that is attached to the Resolution that explains the basis for the calculation of the new fee, which is now part of the record.

**Res. No. 22-1024-1 – Resolution Establishing the 2022 Connection Fee**

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

**Roll Call Vote:**

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

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

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

**Roll Call Vote:**

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

Chairman Impellizeri noted that no one from the public was in attendance for this hearing. There were no questions or comments.

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

**Roll Call Vote:**

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

**Res. No. 22-1024-2** – Resolution Authorizing The 2021 Industrial Pretreatment Program Administration Fee

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

Mr. Maraziti once again noted that it should be reflected on the record as part of the Public Hearing, is the memos that are attached to the Resolution that explain the calculation of the new fee for the IPP.

**Roll Call Vote:**

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

**Minute 7 – Public Participation:** NONE

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

Mr. Pappas asked that Res. No. 22-1024-10 be removed from the Consent Agenda and voted on separately.

- 1) **Res. No. 22-1024-3** – Resolution Authorizing the Executive Director, Chief Financial Officer, the Chairman Impellizeri, Vice Chairman Lifrieri and Commissioner Machala to Attend the AEA Annual Conference in Atlantic City, November 15<sup>th</sup> & 16<sup>th</sup> 2022 and the Plant Superintendent to Attend the League of Municipalities Expo November 16<sup>th</sup> & 17<sup>th</sup> 2022
- 2) **Res. No. 22-1024-4** – Resolution Awarding the Contract for Furnishing and Delivery of Liquid Sodium Hydroxide to Kuehne Chemical Co. Inc.
- 3) **Res. No. 22-1024-5** – Resolution Awarding the Contract for Furnishing and Delivery of Liquid Sodium Hypochlorite to Kuehne Chemical Co. Inc.
- 4) **Res. No. 22-1024-6** – Resolution Awarding the Contract for Sludge Cake Hauling Services to SpectraServ Inc.
- 5) **Res. No. 22-1024-7** – Resolution Authorizing the Modification of Non-Domestic Wastewater Discharge Permit 23G Issued to Symrise Inc.
- 6) **Res. No. 22-1024-8** – Resolution Authorizing Permanent Status of Brandon Sigarroa to Solid Division Operator
- 7) **Res. No. 22-1024-9** - Sewer Extension Resolution Approval - Multi-Family Residential Development; 4 Campus Drive, Hillsborough Township; Block 58 Lot 1.05

Mr. Impellizeri asked there were any further comments or questions with regard to the resolutions.

Mr. Pappas requested that Resolution No. 22-1024-10 be pulled from the Consent Agenda and be voted on separately. Mr. Maraziti noted that this takes Resolution No. 22-1024-10 be removed from the Consent Agenda and be handled separately.

Mr. Pratt had a question regarding Resolution No. 22-1024-6. Regarding the Sludge Cake Hauling Services. I understand that we incinerate here at the facility. Did something change? Mr. Anastasio indicated that our backup to incineration is sludge hauling since our backup incinerator is offline.

Upon hearing no other questions or comments, and amending their motions to approve Resolutions No. 22-1024-3 through and including Resolution No. 22-1024-9 as the Consent Agenda, the Motion of Mr. Lifrieri, Second of Mr. Machala, the above Resolutions were approved by the following roll call vote:

**Roll Call Vote:**

Robert Albano	Absent	Philip Petrone	Yes
Louis Esposito, Jr	Absent	Reinhard Pratt	Yes
Joseph Lifrieri	Yes	Gail Quabeck	Yes
Edward Machala	Yes	Randy Smith	Yes
Richard Mathews	Yes	Peter Stires	Absent
Michael Pappas	Yes	Michael Impellizeri	Yes

**Res. No. 22-1024-10** – Treatment Works Approval Resolution - Bridgewater Laundromat; 600 East Main Street, Bridgewater Township; Block 315 Lots 3

Upon no further questions or comments, and upon Motion of Mr. Smith, Second of Mr. Impellizeri, the above Resolution was approved by the following roll call vote:

**Roll Call Vote:**

Robert Albano	Absent	Philip Petrone	Yes
Louis Esposito, Jr	Absent	Reinhard Pratt	Yes
Joseph Lifrieri	Yes	Gail Quabeck	Yes
Edward Machala	Yes	Randy Smith	Yes
Richard Mathews	Yes	Peter Stires	Absent
Michael Pappas	Abstain	Michael Impellizeri	Yes

**Minute 9 – Board Committees –**

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

Mr. Anastasio indicated because we have a Closed Session for Personnel and we have a Closed Session for another topic in my report section, we will postpone Personnel and Finance and we can just go to the Planning Committee Report. We can then get through the rest of the Open Session and then go to Closed Session with these two Resolutions being voted on after Closed Session.

### **C. PLANNING COMMITTEE (MACHALA, Lifrieri, Smith, Stires, Impellizeri, Pratt)**

#### **1. Discussion of Proposed Storm Control Pumping Station Relocation Project Scope**

Mr. Machala indicated that the Planning Committee met prior to this meeting tonight and discussed a few things and I'll let Mr. Anastasio give a brief recap.

Mr. Anastasio stated that we wanted to update the Board. Obviously, we all know the County has granting us the \$3.8 million for the Storm Control Pump Station relocation. I wanted to explain the actual scope of work. We put together a memo. Engineer Sherwin Ulep, Anthony Tambasco and I got together and created this scope of work for this project. That is all contained in the memo which is in your book. We just wanted to show the Board what the project entails. What we plan to do is get out an RFP for engineering services for this project, hopefully as early as this week. The County sent the agreements last week and they were signed and returned to them. We want to keep moving forward to stay ahead of things. We can move on unless anyone has any other questions. The memo contained behind the Board Committee section, is the scope of work.

#### **2. Liquid Division SCADA Upgrade - Engineering Services during Construction – Morehouse Engineering proposal**

Mr. Anastasio stated that the Liquid Division SCADA Upgrade, is an existing project that the Board awarded a few months ago. We have a proposal from our electrical engineer, Sky Morehouse from Morehouse Engineering for engineering services during construction. Normally it is the Board's practice and policy to not award any work over \$15,000 without multiple prices, but we feel that given the nature of this work, if we were to award this work to another firm, we would still have to pay Morehouse Engineering to participate in discussions as the contractor goes through the work. The nature of the work is computer hardware and software and a lot of computer programming for the SCADA system. Mr. Morehouse has an advantage with knowing the functional description of the processes that are being affected by this project. We save a step by granting this work to Mr. Morehouse. Otherwise, we would have to educate some other firm in performing this work, and Mr. Morehouse would have to do that educating of the system so we would have to pay two firms rather than one. It wouldn't be more efficient and given the nature of the work, this isn't like a designed facility where you are inspecting pipe being buried and pumps stations being constructed. This is mainly computer programming and given the nature of it, it makes sense that the designer has the conversations with the contractor who is going to perform the programming work. There are going to be many discussions and it just makes a lot of sense to go this way. The Planning Committee felt that it would be ok to

deviate from our practice and recommend awarding this. There is not a resolution tonight for this award. I want to run it through the Finance Committee in early November and then we would look to place it on the Agenda for November's Board Meeting.

There were no other questions.

**Minute 10 – Chairman** – Mr. Impellizeri has nothing to report.

### **Minute 11 - Reports**

#### A. Executive Director's Report

1. Update on Discussions with Somerset County Regarding Request of Funds from the American Rescue Plan

I'm giving an update on the request of funds from the American Rescue Plan, we have obviously received the Grant. Like I mentioned, we received the Agreement for the funds last week and we signed them and got them back out. In the front of the Reports Section, is the Agreement between the Authority and the County which includes the terms for the loan. The terms do include that the money is only for hard construction costs not engineering or other soft costs relating to a project. That, we will have to pay for on our own. Obviously, this is still such a great deal for the ratepayers because we are getting the \$3.8 million towards the construction. We figure that should about cover the project with the scope of work we have. Although, with inflation I've heard that some bid prices these days are pretty crazy. This is where we are heading, and we will go out and get engineering proposals and prices. I will report back to the Board at that time.

Ms. Quabeck mentioned, and a discussion ensued, that the copy of the Agreement between the Authority and the County, which was enclosed in our books, the fourth WHEREAS says "to defray the costs of designing and constructing." Mr. Anastasio stated that reading the terms, it appeared only to be for construction. The Agreement does not say that so that is why I'm concerned. It should be checked out and Mr. Anastasio stated that it seemed to indicate that it was only for hard construction costs but if not, that's better for us. There are two spots in the agreement that say, "the cost of designing and constructing improvements" and the other one says, "in total for design and construction". Just please clarify that.

The other item that we are going to discuss in Closed Session relates to the sale of the Somerville Borough Sanitary Collection System to NJ American Water. Commissioner Pappas has some questions, and we have our bond counsel present here tonight, so we hold off on that until Closed Session

2. Further Discussion on the Sale of the Somerville Borough Sanitary Connection System to New Jersey American Water (**Closed Session – Attorney/Client Privileged**)



B. Engineer/Consultants – Mr. Schoettle stated that he had nothing further to add.

C. Attorney – Maraziti Falcon, LLP – Mr. Carney indicated he had nothing further to add.

D. Department Reports:

1. Operations
2. Regulatory Compliance
3. Laboratory
4. Maintenance/Electrical

E. Facility Engineer Reports:

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

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

**Minute 13 - Res. No. 22-1024-13– 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	Absent	Philip Petrone	Absent
Louis Esposito, Jr	Absent	Reinhard Pratt	Yes
Joseph Lifrieri	Yes	Gail Quabeck	Yes
Edward Machala	Yes	Randy Smith	Yes
Richard Mathews	Yes	Peter Stires	Absent
Michael Pappas	Yes	Michael Impellizeri	Yes

**Minute 14 - Res. No. 22-1024-14 – Bills**

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

**Roll Call Vote:**

Robert Albano	Absent	Philip Petrone	Yes
Louis Esposito, Jr	Absent	Reinhard Pratt	Yes
Joseph Lifrieri	Yes	Gail Quabeck	Yes
Edward Machala	Yes	Randy Smith	Yes
Richard Mathews	Yes	Peter Stires	Absent
Michael Pappas	Yes	Michael Impellizeri	Yes

**Res. No. 22-1024-15** – Resolution Authorizing Closed Session for the Purposes of Personnel Matters Discussion Regarding the 2023 Supervisory Personnel Salary Increases and Staffing Discussions and for Attorney Client-Privileged Discussion Regarding the Sale of the Somerville Borough Sanitary Collection System

Upon Motion of Mr. Lifrieri, Second of Mr. Mathews, the meeting adjourned to Closed Session at 7:21 p.m.

**Roll Call Vote:**

Robert Albano	Absent	Philip Petrone	Yes
Louis Esposito, Jr	Absent	Reinhard Pratt	Yes
Joseph Lifrieri	Yes	Gail Quabeck	Yes
Edward Machala	Yes	Randy Smith	Yes
Richard Mathews	Yes	Peter Stires	Absent
Michael Pappas	Yes	Michael Impellizeri	Yes

Open Session reconvened at 7:55.

- (1) Report on Proposed FY 2023 Salary Increases for Supervisory Personnel (**Closed Session – Personnel Matters**)
  - a. **Res. No. 22-1024-11** - Resolution Authorizing Salary and Wage Increases for Supervisory Employees for FY 2023

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

**Roll Call Vote:**

Robert Albano	Absent	Philip Petrone	Absent
Louis Esposito, Jr	Absent	Reinhard Pratt	Yes
Joseph Lifrieri	Yes	Gail Quabeck	Yes
Edward Machala	Yes	Randy Smith	Yes
Richard Mathews	Yes	Peter Stires	Absent
Michael Pappas	Yes	Michael Impellizeri	Yes

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

1. Report and Recommendation of Proposed (Introduced) FY 2023 Budget (see front cover of binder)

a. **Res. No. 22-1024-12** – Resolution Introducing the FY 2023 Budget

Ms. Quabeck stated that the Finance Committee is reporting and recommending the proposed FY 2023 Budget. A copy of the complete budget is in the front cover of your binder, and you also have a very good report from Mr. Anastasio in your packet. The Financing Committee met and went over these things with both Ron and Mr. Wozniak, our Chief Financial Officer, who has done an excellent job again, as he always does. Unfortunately, with inflation being what it is and the impact on the cost of our goods and services, we have concluded that we have no choice but to have a rate increase. If you read through this, you'll see that some of our costs, due to inflation, went up as much as 34%; chemicals, fuel, electric utilities up 20%, maintenance costs up 24%. There is just no way to get around the fact that we have to have a rate increase. If you have any questions, we will review everything with you, but we are recommending a 5% increase. We haven't had an increase in quite some time. In 2010, we had a 5.9% increase and in 2017 we had 5%, but that was solely to make up for the loss of the Pfizer flow. It's been a while since we've had an increase. We are fortunate enough that we thought ahead and had some debt service reserve funds put aside which we can utilize in this budget and also that we had a rate stabilization fund that we can utilize. Both of those things have enabled us to keep the recommended increase to 5%. If there are any questions, I'm sure Mr. Anastasio will be happy to answer them, or any members of the Finance Committee will also be willing.

Mr. Pratt commented that he commends everyone in the Finance Committee for keeping the rates pretty good. I know every year I send my money into Branchburg and its only gone up a tiny bit. If we are going to do this, is there any reason to go a little higher, 10% or something like that? Are there any expenses or capital coming up that we need? Are we allowed to plan for the future and have a nest egg? Mr. Impellizeri stated that if something like that happened we could address it. Things are tough for everyone. Because we have a responsibility to keep this facility healthy and strong, 5% keeps us going. Ms. Quabeck stated that one of the reasons we

only have to go up 5% is because some years ago, we established what we call the “rate stabilization fund”. We are using some of that for this budget but there will still be about \$3 million left in that fund should we need to use it again next year. I don’t think that we have to go more than 5% for this year. That will be enough of a surprise to some of the towns. They are hoping there won’t be any increase, but we don’t have much of a choice. I would definitely not be in favor of going beyond that. Mr. Lifrieri stated that many of the towns had a sewage authority, and the sewage authority utility billed the customers, the residents. They have already increased the value way beyond 5%. If we went to 10%, they would have to re-adjust their numbers and I’m sure the residents wouldn’t be too happy. Mr. Pratt thanked Ms. Quabeck for her explanation. She stated that we have a responsibility to keep the rates as stable as we can, and our history will show that we have done that over the years which is the reason we created the stabilization fund. If 5% will do it for us, then that is all we should ask for.

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

**Roll Call Vote:**

Robert Albano	Absent	Philip Petrone	Absent
Louis Esposito, Jr	Absent	Reinhard Pratt	Yes
Joseph Lifrieri	Yes	Gail Quabeck	Yes
Edward Machala	Yes	Randy Smith	Yes
Richard Mathews	Yes	Peter Stires	Absent
Michael Pappas	Yes	Michael Impellizeri	Yes

**Minute 17 - Adjournment**

Upon Motion of Mr. Lifrieri, Second of Mr. Smith, the meeting was adjourned at 8:05 p.m.

**Roll Call Vote:**

Robert Albano	Absent	Philip Petrone	Absent
Louis Esposito, Jr	Absent	Reinhard Pratt	Yes
Joseph Lifrieri	Yes	Gail Quabeck	Yes
Edward Machala	Yes	Randy Smith	Yes
Richard Mathews	Yes	Peter Stires	Absent
Michael Pappas	Yes	Michael Impellizeri	Yes

**NEXT REGULAR BOARD MEETING WILL BE HELD ON  
NOVEMBER 28, 2022**