

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

**Present/Absent**

<u>  x  </u>	<u>      </u>
<u>  x  </u>	<u>      </u>
<u>      </u>	<u>  x  </u>
<u>  x  </u>	<u>      </u>
<u>      </u>	<u>  x  </u>
<u>  x  </u>	<u>      </u>
<u>  x  </u>	<u>      </u>

Todd Hay  
Louis Esposito, Jr.  
Philip Petrone  
Edward Machala  
Steven Mlenak  
Richard Mathews  
Peter Stires

**Present/Absent**

<u>  x  </u>	<u>      </u>
<u>  x  </u>	<u>      </u>
<u>  x  </u>	<u>      </u>
<u>  x  </u>	<u>      </u>
<u>  x  </u>	<u>      </u>
<u>  x  </u>	<u>      </u>
<u>  x  </u>	<u>      </u>

Randy Smith  
Michael Impellize  
Gail Quabeck  
Robert Albano  
Joseph Lifrieri  
Carolann Garafola

**Professional 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
Peter Wozniak, Chief Financial Officer	Present
Donna O’Shea, Administrative Assistant	Absent

**Others**

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 – August 27, 2018**

Upon Motion of Mr. Lifrieri, Second of Mr. Stires, the Minutes of the August 27, 2018 Meeting (Open Session) were approved by the following roll call vote:

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Todd Hay	<u>x</u>	_____	_____	_____
Louis Esposito, Jr.	<u>x</u>	_____	_____	_____
Philip Petrone	_____	_____	_____	<u>x</u>
Edward Machala	_____	_____	<u>x</u>	_____
Steven Mlenak	_____	_____	_____	<u>x</u>
Richard Mathews	_____	_____	<u>x</u>	_____
Peter Stires	<u>x</u>	_____	_____	_____
Randy Smith	_____	_____	<u>x</u>	_____
Michael Impellizeri	<u>x</u>	_____	_____	_____
Gail Quabeck	<u>x</u>	_____	_____	_____
Robert Albano	<u>x</u>	_____	_____	_____
Joseph Lifrieri	<u>x</u>	_____	_____	_____
Carolann Garafola	<u>x</u>	_____	_____	_____

**B. Board Meeting Closed Session Minutes – August 27, 2018**

Upon Motion of Mr. Albano, Second of Mr. Stires, the Minutes of the August 27, 2018 Meeting (Closed Session) were approved by the following roll call vote:

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Todd Hay	<u>x</u>	_____	_____	_____
Louis Esposito, Jr.	<u>x</u>	_____	_____	_____
Philip Petrone	_____	_____	_____	<u>x</u>
Edward Machala	_____	_____	<u>x</u>	_____
Steven Mlenak	_____	_____	_____	<u>x</u>
Richard Mathews	_____	_____	<u>x</u>	_____
Peter Stires	<u>x</u>	_____	_____	_____
Randy Smith	_____	_____	<u>x</u>	_____
Michael Impellizeri	<u>x</u>	_____	_____	_____
Gail Quabeck	<u>x</u>	_____	_____	_____
Robert Albano	<u>x</u>	_____	_____	_____
Joseph Lifrieri	<u>x</u>	_____	_____	_____
Carolann Garafola	<u>x</u>	_____	_____	_____

**Minute 6– Public Hearings – None**

**Minute 7 – Public Participation** – Commissioner Garafola noted that there was no one in attendance for the public participation.

**Minute 8 – Resolutions for Consideration and Possible Formal Action**

- (1) **Res. No. 18-0924-1** – Resolution Rejecting All Bids And Ratification Of The Advertisement For Rebid For The Furnishing And Delivering Of Polymer

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

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Todd Hay	<u>x</u>	_____	_____	_____
Louis Esposito, Jr.	<u>x</u>	_____	_____	_____
Philip Petrone	_____	_____	_____	<u>x</u>
Edward Machala	<u>x</u>	_____	_____	_____
Steven Mlenak	_____	_____	_____	<u>x</u>
Richard Mathews	<u>x</u>	_____	_____	_____
Peter Stires	<u>x</u>	_____	_____	_____
Randy Smith	<u>x</u>	_____	_____	_____
Michael Impellizeri	<u>x</u>	_____	_____	_____
Gail Quabeck	<u>x</u>	_____	_____	_____
Robert Albano	<u>x</u>	_____	_____	_____
Joseph Lifrieri	<u>x</u>	_____	_____	_____
Carolann Garafola	<u>x</u>	_____	_____	_____

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

- (2) **Res. No. 18-0924-2** – Resolution Awarding The Bid For Furnishing And Delivery Of Sodium Hypochlorite – A-19-2

Commissioner Albano stated that he noticed that with the Bid Awards (Res. No. 18-0924-2 through Res. No. 18-0924-5) they are unconscionably high over last year’s amounts – an increase of 10% up to 40%. He said he was just curious about the justification of these numbers and why we shouldn’t put these out to bid again.

Executive Director Anastasio answered that we could put them out to bid again but we’re not likely to get a different result. There are only a few suppliers out there. The chemical suppliers attribute their cost increases on the price of oil. Mr. Anastasio asked our Chief Plant Operator, Michael Ingenito, for his input since he works closely with these distributors. He stated that they all confirmed that prices were going up. We had multiple parties taking out bid documents and then not actually bidding on them. There’s only a handful of suppliers out there and it seems like that’s where the numbers are right now. We’re not happy about it; it’s a lot of money. In working with our CFO, Peter Wozniak, on the 2019 Budget, we tabulated chemical costs are up

by \$17,000 on about \$500,000 or so of chemicals. We can go out to bid again if the Board wishes to do that. We do have to have these Contracts in place by January, 2019.

Discussion ensued among the Board Commissioners. Chemical prices have stayed pretty much the same over the last five years or so and the price jump is probably a sling-shot affect.

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

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Todd Hay	<u>x</u>	_____	_____	_____
Louis Esposito, Jr.	<u>x</u>	_____	_____	_____
Philip Petrone	_____	_____	_____	<u>x</u>
Edward Machala	<u>x</u>	_____	_____	_____
Steven Mlenak	_____	_____	_____	<u>x</u>
Richard Mathews	<u>x</u>	_____	_____	_____
Peter Stires	<u>x</u>	_____	_____	_____
Randy Smith	<u>x</u>	_____	_____	_____
Michael Impellizeri	<u>x</u>	_____	_____	_____
Gail Quabeck	<u>x</u>	_____	_____	_____
Robert Albano	_____	<u>x</u>	_____	_____
Joseph Lifrieri	<u>x</u>	_____	_____	_____
Carolann Garafola	<u>x</u>	_____	_____	_____

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

**(3) Res. No. 18-0924-3 – Resolution Awarding The Bid For Furnishing And Delivery Of Liquid Ammonium Hydroxide – A-19-3**

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

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Todd Hay	<u>x</u>	_____	_____	_____
Louis Esposito, Jr.	<u>x</u>	_____	_____	_____
Philip Petrone	_____	_____	_____	<u>x</u>
Edward Machala	<u>x</u>	_____	_____	_____
Steven Mlenak	_____	_____	_____	<u>x</u>
Richard Mathews	<u>x</u>	_____	_____	_____
Peter Stires	<u>x</u>	_____	_____	_____
Randy Smith	<u>x</u>	_____	_____	_____
Michael Impellizeri	<u>x</u>	_____	_____	_____
Gail Quabeck	<u>x</u>	_____	_____	_____
Robert Albano	_____	<u>x</u>	_____	_____
Joseph Lifrieri	_____	<u>x</u>	_____	_____

Carolann Garafola                      x          \_\_\_\_\_

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

**(4) Res. No. 18-0924-4 – Resolution Awarding The Bid For Furnishing And Delivery Of Liquid Sodium Bisulfite – A-19-4**

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

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Todd Hay	<u>  x  </u>	_____	_____	_____
Louis Esposito, Jr.	_____	_____	<u>  x  </u>	_____
Philip Petrone	_____	_____	_____	<u>  x  </u>
Edward Machala	<u>  x  </u>	_____	_____	_____
Steven Mlenak	_____	_____	_____	<u>  x  </u>
Richard Mathews	<u>  x  </u>	_____	_____	_____
Peter Stires	<u>  x  </u>	_____	_____	_____
Randy Smith	<u>  x  </u>	_____	_____	_____
Michael Impellizeri	<u>  x  </u>	_____	_____	_____
Gail Quabeck	<u>  x  </u>	_____	_____	_____
Robert Albano	_____	<u>  x  </u>	_____	_____
Joseph Lifrieri	_____	<u>  x  </u>	_____	_____
Carolann Garafola	<u>  x  </u>	_____	_____	_____

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

**(5) Res. No. 18-0924-5 – Resolution Awarding The Bid For Furnishing And Delivery Of Liquid Sodium Hydroxide 50% Solution – A-19-5**

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

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Todd Hay	<u>  x  </u>	_____	_____	_____
Louis Esposito, Jr.	_____	_____	<u>  x*  </u>	_____
Philip Petrone	_____	_____	_____	<u>  x  </u>
Edward Machala	<u>  x  </u>	_____	_____	_____
Steven Mlenak	_____	_____	_____	<u>  x  </u>
Richard Mathews	<u>  x  </u>	_____	_____	_____
Peter Stires	<u>  x  </u>	_____	_____	_____
Randy Smith	<u>  x  </u>	_____	_____	_____
Michael Impellizeri	<u>  x  </u>	_____	_____	_____
Gail Quabeck	<u>  x  </u>	_____	_____	_____
Robert Albano	_____	<u>  x  </u>	_____	_____
Joseph Lifrieri	_____	<u>  x  </u>	_____	_____

Carolann Garafola   x   \_\_\_\_\_

\*Commissioner Esposito left the room during the above roll call vote due to conflict of interest.

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

**Minute 9 – Consent Resolutions for Consideration and Possible Formal Action**

- (1) **Res. No. 18-0924-6** – Resolution Authorizing the Issuance of A Non-Domestic Wastewater Discharge Permit to Allergan
- (2) **Res. No. 18-0924-7** – Resolution Authorizing The Modification Of The Non-Domestic Wastewater Discharge Permit 27E Issued To RathGibson North Branch LLC
- (3) **Res. No. 18-0924-8** – Resolution Adopting the Updated Somerset Raritan Valley Sewerage Authority Employee Handbook
- (4) **Res. No. 18-0924-9** – Resolution Awarding Change Order No. 3 to Hankin Environmental Systems, Inc. For A Monetary Credit To The Authority Related To The Mercury Emission Control System Equipment Procurement Contract– No. C-16-1

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

	<b><u>Yes</u></b>	<b><u>No</u></b>	<b><u>Abstain</u></b>	<b><u>Absent</u></b>
Todd Hay	<u>  x  </u>	_____	_____	_____
Louis Esposito, Jr.	<u>  x  </u>	_____	_____	_____
Philip Petrone	_____	_____	_____	<u>  x  </u>
Edward Machala	<u>  x  </u>	_____	_____	_____
Steven Mlenak	_____	_____	_____	<u>  x  </u>
Richard Mathews	<u>  x  </u>	_____	_____	_____
Peter Stires	<u>  x  </u>	_____	_____	_____
Randy Smith	<u>  x  </u>	_____	_____	_____
Michael Impellizeri	<u>  x  </u>	_____	_____	_____
Gail Quabeck	<u>  x  </u>	_____	_____	_____
Robert Albano	<u>  x  </u>	_____	_____	_____
Joseph Lifrieri	<u>  x  </u>	_____	_____	_____
Carolann Garafola	<u>  x  </u>	_____	_____	_____

Copies of the above Resolutions are attached hereto and made part of the Official Minutes

**Minute 10 – Board Committees -- None**

**Minute 12 – Reports**

**A. Executive Director’s Report**

(1) Update on SSO Project:

Finally, the Statehouse Commission Meeting is taking place this Thursday, September 27th. I plan to attend along with Engineer Cosgrove just to head off any questions that might come up about the project. We don’t expect any issues with it. We’ve been talking with our various professionals and now it’s “go time.” We’re going to look to do what we have to; i.e., the land transaction where the Authority will take Title of the Plant Site once the Statehouse Commission approval is received. We will execute the minor sub-division and a number of other things. We’ll also be talking to DEP to work towards getting the authorization advertised.

Attorney Brent Carney added that this is a huge accomplishment. It’s been a long time in the running.

Mr. Anastasio said that the plans and specs are basically finalized. Sherwin, Tony and I have gone through them and we’re ready. We’ll be coming back to the Board with the Bond Resolution as well as getting the financing side lined up. We’re looking towards getting this out to bid.

Attorney Brent Carney added that there is still the issue of completing the ACO. We’ve gotten our comments back to the State and we’ll be pushing now. Attorney Diane Alexander will be working on this.

Commissioner Albano inquired as to how many projects are lined up for the Statehouse Commission to vote on. Mr. Anastasio said that he saw the Agenda and SRVSA is #22. There were several pages after us.

(2) Update on Incinerator Project:

The system is running. It’s been commissioned. For the most part, bugs have been worked out. Our people are getting very familiar with it and our Supervisors and Engineers have been spending a lot of time up in the Incinerator and everyone is working together and making sure everyone understands everything.

The Contractor is also being supportive. Commissioner Impellizeri asked if our Operators using the system are happy with it. Mr. Anastasio answered that they’ve taken very well to it. It’s gone very smoothly. We’re also working on commissioning a computer recording system as well.

Mr. Anastasio asked Michael Ingenito, Chief Plant Operator, how many readings get recorded per shift? Mr. Ingenito answered 145 per hour, in an eight-hour shift. So, now we're integrating a computer system to take over that. It's a tremendous amount of data. Even when the computer system is running, we'll still probably record hourly.

Every day (without fail) they have to clean a pH probe and recalibrate it. We install the probe down by the scrubber drain which measures the pH of the scrubber water. We really had to up our game for the new rules and we're meeting the challenge.

I want to recognize everyone (our Managerial Staff and our Operational Staff) for their efforts. I especially want to single out Sherwin because if it wasn't for him, this thing would not be as successful as it is. Tom Laustsen and his assistant, Baris of CDM Smith worked with Sherwin and they've done a great job keeping this on track. Sherwin has really been on top of it. I know how busy the Facility Engineer's job is because I used to have that job. It takes that one person who is really the guru of the project and Sherwin is definitely the guru of this one.

We're going to finish this project out shortly and do our compliance testing the week after Thanksgiving. We expect everything to go well. We used the firm who will be doing the testing for our Stack Testing in April with EPA. Karl Monninger of KEMS has been a huge help with this and he'll oversee that testing on site. We expect everything to go well.

On another note, Commissioner Albano wanted to know how the Schwing Pumps are going. Mr. Anastasio answered that we're kicking off that project on Friday, September 28<sup>th</sup>. We'll be meeting with the representatives. We've signed the contracts. We'll be discussing schedules, etc.

- B. Engineer/Consultants** – Thomas Laustsen, P.E. (CDM Smith) Engineer's Report for August, 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** -- Tom Laustsen complimented the team that he works with here at SRVSA

- (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: 7/01/18 through 7/31/18
- B. NJDEP, Division of Water Quality; Surface Water Discharge Monitoring Report; Re: Reporting Period: 7/01/18 through 7/31/18
- C. NJDEP, Division of Water Quality; Residuals Transfer Discharge Monitoring Report; Re: Reporting Period: 7/01/18 through 7/31/18

**Minute 14 – Res. No. 18-0924-10 – Payroll**

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

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Todd Hay	<u>x</u>	_____	_____	_____
Louis Esposito, Jr.	<u>x</u>	_____	_____	_____
Philip Petrone	_____	_____	_____	<u>x</u>
Edward Machala	<u>x</u>	_____	_____	_____
Steven Mlenak	_____	_____	_____	<u>x</u>
Richard Mathews	<u>x</u>	_____	_____	_____
Peter Stires	<u>x</u>	_____	_____	_____
Randy Smith	<u>x</u>	_____	_____	_____
Michael Impellizeri	<u>x</u>	_____	_____	_____
Gail Quabeck	<u>x</u>	_____	_____	_____
Robert Albano	<u>x</u>	_____	_____	_____
Joseph Lifrieri	<u>x</u>	_____	_____	_____
Carolann Garafola	<u>x</u>	_____	_____	_____

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

**Minute 15 – Cancelled Check(s) -- None**

**Minute 16 – Bills – Res. No. 18-0924-11**

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

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Todd Hay	<u>x</u>	_____	_____	_____
Louis Esposito, Jr.	<u>x</u>	_____	_____	_____
Philip Petrone	_____	_____	_____	<u>x</u>
Edward Machala	<u>x</u>	_____	_____	_____
Steven Mlenak	_____	_____	_____	<u>x</u>
Richard Mathews	<u>x</u>	_____	_____	_____
Peter Stires	<u>x</u>	_____	_____	_____
Randy Smith	<u>x</u>	_____	_____	_____
Michael Impellizeri	<u>x</u>	_____	_____	_____
Gail Quabeck	<u>x</u>	_____	_____	_____
Robert Albano	<u>x</u>	_____	_____	_____
Joseph Lifrieri	<u>x</u>	_____	_____	_____
Carolann Garafola	<u>x</u>	_____	_____	_____

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

**Minute 17 – Adjournment**

Upon Motion of Mr. Albano, Second of Mr. Lifrieri, the meeting was adjourned at 8:00 p.m. by the following roll call vote

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Todd Hay	<u>x</u>	_____	_____	_____
Louis Esposito, Jr.	<u>x</u>	_____	_____	_____
Philip Petrone	_____	_____	_____	<u>x</u>
Edward Machala	<u>x</u>	_____	_____	_____
Steven Mlenak	_____	_____	_____	<u>x</u>
Richard Mathews	<u>x</u>	_____	_____	_____
Peter Stires	<u>x</u>	_____	_____	_____
Randy Smith	<u>x</u>	_____	_____	_____
Michael Impellizeri	<u>x</u>	_____	_____	_____
Gail Quabeck	<u>x</u>	_____	_____	_____
Robert Albano	<u>x</u>	_____	_____	_____
Joseph Lifrieri	<u>x</u>	_____	_____	_____
Carolann Garafola	<u>x</u>	_____	_____	_____

**NEXT REGULAR BOARD MEETING WILL BE HELD ON  
OCTOBER 22, 2018**