

THE LINDEN ROSELLE SEWERAGE AUTHORITY

The minutes of the regular meeting held on Tuesday, August 25, 2020 at 12:00 P.M. in the office of the Linden Roselle Sewerage Authority.

Chairman Strano announced that the Public Notice of time and date of the Public Meeting has been duly executed in accordance with the Open Public Meeting Act, P.L., 1975, Ch. 231, notification being mailed 12/26/19 and 1/13/20 to the Local Source, Star Ledger, Home News Tribune, and to the municipal Clerks of Linden and Roselle for posting in a public place.

Present: Ralph Strano, Chairman; Edward Mikolajczyk, Treasurer;

Virtual: Jamel C. Holley, Vice-Chairman; Derek Armstead, Secretary; James Moore, Alternate Member;

Late: Reginald Atkins, Alternate Member - virtual

Attending: Jeffrey A. Williams, Acting Executive Director; Gautam Patwardhan, Authority's Engineer; and **Virtual:** Sean McGowan, Authority's Attorney;

All Attendees Salute to the Flag.

Recognition of Visitors – No visitors in attendance.

MOTION: Upon motion of Mr. Armstead, seconded by Mr. Mikolajczyk, the Board unanimously approved the Agenda set forth below.

Recorded Vote: Mr. Strano – Yes; Mr. Armstead – Yes;
Mr. Mikolajczyk – Yes; Mr. Holley – Yes;

MOTION: Upon motion of Mr. Mikolajczyk, seconded by Mr. Strano, the Board unanimously approved the minutes of the July 28, 2020 Regular Monthly Meeting.

Recorded Vote: Mr. Strano – Yes; Mr. Armstead – Yes;
Mr. Mikolajczyk – Yes; Mr. Holley – Yes;

MOTION: Upon motion of Mr. Strano, seconded by Mr. Mikolajczyk, the Board unanimously approved the minutes of the July 28, 2020 Executive Session.

Recorded Vote: Mr. Strano – Yes; Mr. Armstead – Yes;
Mr. Mikolajczyk – Yes; Mr. Holley – Yes;

MOTION: Upon motion of Mr. Armstead, seconded by Mr. Strano, the Board unanimously approved the minutes of the August 13, 2020 Special Meeting.

Recorded Vote: Mr. Strano – Yes; Mr. Armstead – Yes;
Mr. Mikolajczyk – Yes; Mr. Holley – Yes;

MOTION: Upon motion of Mr. Armstead, seconded by Mr. Mikolajczyk, the Board unanimously approved the minutes of the August 13, 2020 Executive Session.

Recorded Vote: Mr. Strano – Yes; Mr. Armstead – Yes;
Mr. Mikolajczyk – Yes; Mr. Holley – Yes;

LINDEN ROSELLE SEWERAGE AUTHORITY

MEETING MINUTES

August 25, 2020

MOTION: Upon motion of Mr. Mikolajczyk, seconded by Mr. Strano, the Board unanimously accepted Treasury Report as read.

Recorded Vote: Mr. Strano – Yes; Mr. Armstead – Yes;
Mr. Mikolajczyk – Yes; Mr. Holley – Yes;

ACTING EXECUTIVE DIRECTOR'S MONTHLY REPORT

The Acting Executive Director presented to the Board his monthly report (see attached report). No questions of the Director's report.

Mr. Atkins signed into the meeting virtually at 12:24 P.M.

ENGINEERS REPORT

Engineer presented to the Board his monthly report (see attached report). No questions of the Engineer's report.

BUSINESS AGENDA

Resolution #59-20

Authorizing the Execution of a Fourth Addendum to Use and Occupancy Agreement between LRSA and Aries Linden, LLC.

Attorney stated that at the June meeting the Board passed prior version of the Fourth Addendum to the Use and Occupancy Agreement between LRSA and Aries Linden, LLC, however before it was executed Aries noticed that they had provided Authority with the incorrect map as an exhibit. Attorney said that this addendum is to expand the licensed area, therefore this is another revision to the map as an exhibit to the Use and Occupancy Agreement to Aries.

MOTION: Upon motion of Mr. Armstead, seconded by Mr. Mikolajczyk the Board unanimously approved Resolution #59-20 as presented.

RECORDED VOTE: Mr. Strano – Yes; Mr. Armstead – Yes;
Mr. Mikolajczyk – Yes; Mr. Holley – Yes;

BIDS & PURCHASES

Resolution #58-20

Authorizing Change Order No. 2 to Building Improvements Project Phase V / carry from last month meeting

The Director stated that the Authority went back looking into the change order No. 2, as it was requested by the Chairman due to a 10% increase of the total contract amount. Director stated that the biggest expense of \$91,000 was for repointing of the building. Director said that the loan approved by NJDEP was slightly smaller than Authority expected, therefore repointing of the Hudson building will be pushed to the next phase VI project. Further Director said that Change Order No.1 was a decrease to the contract in the amount of \$2,951.97, however this Change Order No. 2 is an increase in the amount of \$4,578.60, bringing the total contract amount to \$989,626.63.

MOTION: Upon motion of Mr. Strano, seconded by Mr. Holley the Board unanimously approved Resolution #58-20 as presented.

RECORDED VOTE: Mr. Strano – Yes; Mr. Armstead – Yes;
Mr. Mikolajczyk – Yes; Mr. Holley – Yes;

LINDEN ROSELLE SEWERAGE AUTHORITY

MEETING MINUTES

August 25, 2020

Resolution #60-20

Authorizing Amendment of Contract for Information Technology Consultant Services

Chairman read Resolution #60-20; see attached.

MOTION: Upon motion of Mr. Holley, seconded by Mr. Armstead the Board unanimously approved Resolution #60-20 as read and presented.

RECORDED VOTE: Mr. Strano – Yes; Mr. Armstead – Yes;
Mr. Mikolajczyk – Yes; Mr. Holley – Yes;

PUBLIC COMMENT – No public present.

EXECUTIVE SESSION – Nothing to report.

BILLS AND CLAIMS

Certification and recommendation received from the Acting Executive Director, Purchasing/Contract Manager, and Financial Manager.

Operating Fund

MOTION: Upon motion of Mr. Armstead, seconded by Mr. Holley the Board unanimously approved payment of the Operating Bills in the amount of \$516,567.99 (Resolution attached).

RECORDED VOTE: Mr. Strano – Yes; Mr. Armstead – Yes;
Mr. Mikolajczyk – Yes; Mr. Holley – Yes;

Renewal and Replacement Fund

MOTION: Upon motion of Mr. Armstead, seconded by Mr. Holley the Board unanimously approved payments of the Renewal and Replacement Bills in the amount of \$225,980.21 (Resolution attached).

RECORDED VOTE: Mr. Strano – Yes; Mr. Armstead – Yes;
Mr. Mikolajczyk – Yes; Mr. Holley – Yes;

ADJOURNMENT

MOTION: Upon motion of Mr. Holley, seconded by Mr. Strano, the meeting was adjourned at 12:40 P.M. and it was ordered that the monthly Board Meeting of the LRSA be held on Tuesday, September 22, 2020 at 12:00 P.M. in the office of the Authority and/or virtual / via phone conference call.

RECORDED VOTE: Mr. Strano – Yes; Mr. Armstead – Yes;
Mr. Mikolajczyk – Yes; Mr. Holley – Yes;

Submitted by: Urszula Luzny

THE LINDEN ROSELLE SEWERAGE AUTHORITY

MONTHLY RECEIPTS

July 1, 2020 - July 31, 2020

REVENUE FUND

City of Linden 688,133.14

Non-Major User

Safety Kleen (Clean Harbors) 16,474.83

Panos Brands (Walden Farms) 15,327.54

Buckeye Partners 1,771.91

Municipality

0.00

Major Industry Users

Merck (Cass Information Systems) 163,453.57

Linden Bulk 103,074.37

Miscellaneous

PSE&G (Mo. Effluent June & July-20) 42,340.00

Aries - Use & Occupancy Agreement (July 2020) 10,847.42

City of Linden Shared Services (3rd Qtr. 2020) 3,000.00

Total Revenue Fund \$1,044,422.78

OPERATING FUND

Northfield Transfer 675,000.00

Aries Clean Energy (Reimbursement) 4,439.50

Total Operating Fund \$679,439.50

Escrow Account

Greek Development (formerly LPH) 63,986.55

JVM Sales 16,384.63

IMTT Pipeline 14,422.50

Linden Renewable Energy 9,120.26

EWA Linden 4050 LLC (formerly Accordia) 6,574.45

Geosyntec NuStar 5,000.00

Aries Clean Energy 0.00

Ending Balance as of 07/31/20 \$115,488.39

Report to the Board

August 2020

Highlighting Departments

Administrative

We are starting to put together the 2021 budget.

Our Computer server suffered an electric spike and went down Teliapp did a great job of getting the data of the damaged drive.

To prevent future work loss and data problems we are migrating infrastructure to google cloud for government. It meets all compliance standards for government. In doing our cyber security analysis we found that many of our computers were Windows 7 based, they could not meet the demands of todays software and programs that we use. They are also a major security risk as they are no longer supported by Microsoft. We are in the process of replacing these computers.

Once the migration is complete to google office LRSA will be able to terminate several service and licensing plans in which it is currently engaged. It should save the Authority over \$400 net per month.

Construction projects

- Project #1: Phase V Building Improvements (T&M Associates)
- Project #2: Flood Mitigation (Alaimo)
- Project #3: Thickening Facilities
- Project #4: Bar Screen Replacement (RVE)
- Project #5: UV Disinfection (CDM Smith)
- Project #6: Emergency Generator Switchgear
- Project #8: Aries Sludge Gasification (ARIES)

Operations:

1. Plant performance – The plant operated well during July 2020 meeting all permit limits.
2. Flows were an average 11.09 MGD with maximum daily flow of 22.1 MGD.
3. We were able to shut off one of our two aeration tanks this will save on electricity.
4. We are seeing some our best plant effluent with an average TSS of 2 mg/l and BOD of 2 mg/l both with a 99% removal rate.
5. Electric surge shut the polymer system down . The CPU needed to be replaced
6. Had to run generator for several days as we lost phase on the service lines .

Maintenance:

1. Performed Monthly Preventive Maintenance, SPCC, electrical safety checks and normal packing maintenance.
2. Serviced Blowers
3. J2 pumps need to be cleaned out
4. Pumping stations were checked
- 5 Extensive grounds keeping done around plant and pump stations
6. tested generators at plant and pump stations
7. methane equipment rebuilding continued

Laboratory:

1. The two lab positions were filled they will start 8-31
2. The mercury samples were all non-detect
3. The monthly quality control was completed Quarter quality control is underway

Monitoring

Permit:

Priority Pollutants monitored august 13 and 14 in conjunction with the barge sludge removal.

Working on air permit language with NJDEP RVE is working on it.

RVE is working on our Sludge permit,

IPP

No annual IPP inspections of the major permitted industries were conducted due to precaution for the virus Virtual inspections will begin in September

The TRNG Energy draft permit is in skeleton format and is awaiting an evaluation by Mott MacDonald.

A notice of violation was issued to Unitex on July 15, 2020 for an oil and grease exceedance. Unitex has been accusing their contract laboratory of poor quality.

The Aries discharge permit is in draft form Aris will need to issue an addendum to discharge an additional waste stream which is the LRSA decant from the dewatered sludge.

Industrial flow contribution in May was 14.27% was about the same as the previous month.

Collection System:

The color and manhole checks in areas were conducted in late May.

Health and Safety

No new accidents have been reported

An employee is out on a 14-day quarantine as a precautionary action tested negative.

Audit

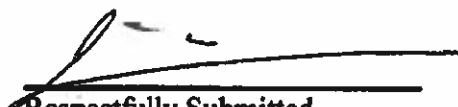
The 2019 Audit has been completed. No comments or recommendations were found. The reports have been sent to the appropriate Municipalities and Governmental agencies.

Business Department
Expenditures

Currently O &M expenses YTD as of July 31, 2020 were \$4921142 or approximately 53.2% of the annually budgeted 2020 O&M. We are in a better place this year than in previous years at this point. This is mostly due to the reduction of sludge.

Budget requests have been received from the Industries for the 2021 projections.

Collections have been going well All industrial and commercial users have already paid except for one.



Respectfully Submitted,
Jeffrey A. Williams Acting Executive Director



**REMINGTON
& VERNICK
ENGINEERS**

RVE HQ:
232 Kings Highway East
Haddonfield, NJ 08033
O: (856) 795-9595
F: (856) 795-1882

August 19, 2020

Mr. Jeffrey A. Williams
Superintendent
Linden Roselle Sewerage Authority (LRSA)
P.O. Box 4118
5005 South Wood Avenue
Linden, NJ 07036

**Re: Linden Roselle Sewerage Authority
Engineer's Report for July 2020**

Dear Jeff:

Enclosed for review by the Board and Authority staff is our Engineer's Report covering activities and events that have transpired since our July report.

Should you have any questions, please do not hesitate to contact me.

Sincerely yours,

REMINGTON & VERNICK ENGINEERS

By

Gautam S. Patwardhan, PhD., P.E.
Project Manager

LINDEN ROSELLE SEWERAGE AUTHORITY
MEETING DATE: August 25, 2020

1. **TRUST AGREEMENT SERVICES**

No active projects at this time.

2. **STUDY & REPORT SERVICES**

Air Permit Modifications

RVE contacted DEP and has had several discussions to determine specific requirements for the proposed permit modifications. Mr. Nabris Mir, from DEP, is currently reviewing the current permit. The current situation due to COVID-19 is delaying responses. Additionally, RVE has reached out to CME Associates to discuss the GBT upgrades and grit washer upgrades. The upgrades to the units will need to be noted on the revised air permit. Lastly, RVE has reached out to Aries Energy & Pennoni Associates to discuss changes to the sludge process moving forward. The changes in the sludge handling will need to be noted in the modified air permit. RVE will submit a proposal to modify the air permit and include all the changes discussed above prior to the August Board Meeting.

General Permit Modifications

RVE is working with Pennoni Associates to identify changes that would be needed to the Authority's General Permit (to handle sludge) as a result of the proposed sludge transfer to Aries starting next year. Aries Energy will be responsible for collecting samples from the dedicated sludge storage tank as part of the Aries General Permit. LRSA will need to change their current sludge sampling plan. RVE is talking with DEP to identify any synergies between LRSA and Aries sludge sampling plans moving forward. A proposal to modify the Authority's General Permit will be submitted following a response from DEP.

3. **DESIGN/BID SERVICES**

Bar Screen Replacement

A hard copy of the 95% compete drawings was provided to LRSA for review on July 28th, 2020. This project will be funded through a HUD CDBG-DR grant. A call with CDM Smith has been scheduled for August 27th, 2020 to discuss Section 3 requirements for CDBG-DR funding. RVE will finalize the drawings and specifications following discussions with CDM Smith.

4. **CONSTRUCTION SERVICES**

No active construction services being provided at this time.

5. **PROPOSALS**

None pending.