

## ANNUAL ORGANIZATIONAL MEETING

**TIME:** 12:10 P.M. February 25, 2020

**PLACE:** Board Room of the Linden Roselle Sewerage Authority

**PURPOSE:** To elect Officers of the Board and appoint Professional Consultants

### **CALL TO ORDER**

Chairman announced that public notice of time and date of the Organizational Meeting has been duly executed in accordance with the Open Public Meeting Act at least 48 hours prior to the meeting. Notification was given to The Star Ledger, The Local Source, 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; Derek Armstead, Secretary; James Moore, Alternate Member;

**Absent:** Jamel Holley, Vice-Chairman; Mr. Atkins, Alternate Member;

**Attending:** David G. Brown, Executive Director; Jeffrey A. Williams, Superintendent; Sean McGowan, Authority's Attorney;

**Visitors:** Mr. Wendell Bibbs, Principal and Gautam Patwardhan, Project Manager from Remington & Vernick Engineers; Mr. Nathan Burroughs, Managing Director from Taurus Advisory Group;

**MOTION:** Upon motion of Mr. Armstead, seconded by Mr. Mikolajczyk, the Board unanimously approved appointment of Mr. Moore as a voting Member for this meeting.

**Recorded Vote:** Mr. Strano - Yes; Mr. Armstead - Yes;  
Mr. Mikolajczyk - Yes; Mr. Moore -Yes;

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

**Recorded Vote:** Mr. Strano - Yes; Mr. Armstead - Yes;  
Mr. Mikolajczyk - Yes; Mr. Moore -Yes;

### **ELECTION OF OFFICERS**

#### **Resolution #08-20**

The Chairman read Resolution #08-20, which said the By-Laws of the Authority provides that the Chairman, Vice-Chairman and Treasurer shall be elected from among the Members of the Authority and the Secretary can be appointed from outside the membership. Whereas, the following Slate of Officers has been proposed for the year 2020: Mr. Strano, Chairman; Mr. Holley, Vice Chairman; Mr. Mikolajczyk, Treasurer; Mr. Armstead, Secretary;

**MOTION:** Upon motion of Mr. Armstead, seconded by Mr. Strano, the Board unanimously approved Resolution #08-20 (attached) and accepted the following Slate of Officers for 2020 - 2021.

**Recorded Vote:** Mr. Strano - Yes; Mr. Armstead - Yes;  
Mr. Mikolajczyk - Yes; Mr. Moore -Yes;

**PROFESSIONAL SERVICES**

**Resolution #09-20**

**Awarding Annual Professional Engineering Services**

The Executive Director is recommending that the Board award the contract to provide Annual Engineering Services in 2020 - 2021 for the amount of not to exceed \$121,695.00 to Remington & Vernick.

**MOTION:** Upon motion of Mr. Moore, seconded by Mr. Strano, the Board unanimously approved the Resolution and the recommendation of the Executive Director that Remington & Vernick be awarded the contract as the Authority's Annual Engineering Consultant in 2020 - 2021 for the amount of not to exceed \$121,695.00 (Resolution #09-20 attached)

**Recorded Vote:** Mr. Strano - Yes; Mr. Armstead - Yes;  
Mr. Mikolajczyk - Yes; Mr. Moore -Yes;

**Resolution #10-20**

**Qualifying Consultants for General Engineering Services**

**MOTION:** Upon motion of Mr. Strano, seconded by Mr. Moore, the Board unanimously approved the Resolution for Qualification of Consultants for General Engineering Services qualifying those Consultants who submitted proposals. (Resolution #10-20 attached)

**Recorded Vote:** Mr. Strano - Yes; Mr. Armstead - Yes;  
Mr. Mikolajczyk - Yes; Mr. Moore -Yes;

**Resolution #11-20**

**Qualifying Firms for Professional Legal Services**

**MOTION:** Upon motion of Mr. Mikolajczyk, seconded by Mr. Armstead, the Board unanimously approved the Resolution qualifying those firms who submitted proposals. (Resolution #11-20 attached)

**Recorded Vote:** Mr. Strano - Yes; Mr. Armstead - Yes;  
Mr. Mikolajczyk - Yes; Mr. Moore -Yes;

**Resolution #12-20**

**Awarding Professional Legal Services**

The Executive Director is recommending to award a Professional Legal Services contract to Bertone Piccini, LLP in the amount not to exceed \$100,000.00 for Annual Legal Services in 2020 - 2021.

**MOTION:** Upon motion of Mr. Armstead, second by Mr. Moore, the Board unanimously approved the Resolution and recommendation of the Executive Director that the Law Firm of Bertone Piccini, LLP be awarded a contract for Annual Legal Services in 2020-2021 for a not to exceed amount of \$100,000.00 (Resolution #12-20 attached).

**Recorded Vote:** Mr. Strano - Yes; Mr. Armstead - Yes;  
Mr. Mikolajczyk - Yes; Mr. Moore -Yes;

**Resolution #13-20**

**Information Technology Consulting Services**

The Executive Director is recommending to award the contract for Information Technology Consultant Services to TeliApp Corporation in the amount not to exceed of \$11,650.00 in 2020 - 2021.

**MOTION:** Upon motion of Mr. Moore, seconded by Mr. Mikolajczyk, the Board unanimously approved the Resolution and the recommendation of the Executive Director to use TeliApp Corporation as the Authority's Information Technology Consultants for the contract amount of not to exceed \$11,650.00 in 2020 - 2021. (Resolution #13-20 attached)

**Recorded Vote:** Mr. Strano - Yes; Mr. Armstead - Yes;  
Mr. Mikolajczyk - Yes; Mr. Moore - Yes;

**Resolution #14-20**

**Awarding Professional Safety Consultant Services**

The Executive Director is recommending to award the contract for Professional Safety Consultant Services in 2020-2021 to T&M Associates, for a not to exceed amount of \$10,650.00.

**MOTION:** Upon motion of Mr. Mikolajczyk, seconded by Mr. Moore, the Board unanimously approved the Resolution and the recommendation of the Executive Director to award an Annual Services Contract for Safety Consultant Services in 2020 - 2021 to T&M Associates in the sum of not to exceed of \$10,650.00 (Resolution #14-20 attached)

**Recorded Vote:** Mr. Strano - Yes; Mr. Armstead - Yes;  
Mr. Mikolajczyk - Yes; Mr. Moore - Yes;

**Resolution #15-20**

**Awarding Bond Counsel Services**

The Executive Director is recommending to award the contract for Bond Counsel Services to Gibbons P.C., in a sum not to exceed \$20,000.00 in 2020 - 2021.

**MOTION:** Upon motion of Mr. Mikolajczyk, seconded by Mr. Moore, the Board unanimously approved the Resolution and the recommendation of the Executive Director to award a contract for Bond Counsel Services to Gibbons P.C., in the sum of not to exceed of \$20,000.00. (Resolution #15-20 attached)

**Recorded Vote:** Mr. Strano - Yes; Mr. Armstead - Yes;  
Mr. Mikolajczyk - Yes; Mr. Moore - Yes;

**ORGANIZATIONAL RESOLUTIONS FOR ADOPTION**

**Resolution #16-20**

**Designated signatures for Authority checks -**

**MOTION:** Upon motion of Mr. Moore, seconded by Mr. Armstead, the following persons are designated to sign Authority's checks: Mr. Strano, Chairman; Mr. Holley, Vice Chairman; Mr. Mikolajczyk, Treasurer; Mr. Armstead, Secretary and Mr. David G. Brown II, Executive Director. In addition Authority's Alternate Member Mr. Atkins and Mr. Moore are designated when properly acting as Chairman, Vice Chairman, Secretary or Treasurer in that individual officer's absence. (Resolution #16-20 attached)

**Recorded Vote:** Mr. Strano - Yes; Mr. Armstead - Yes;  
Mr. Mikolajczyk - Yes; Mr. Moore - Yes;

**ORGANIZATIONAL RESOLUTIONS FOR ADOPTION (continued)**

**Resolution #17-20**

**Designated signatures for payment of salaries and wages -**

**MOTION:** Upon motion of Mr. Strano, seconded by Mr. Moore, the Executive Director is authorized and designated to sign such checks; and that in his absence the Authority's Chairman, Vice Chairman, Treasurer, or Secretary are authorized and designated as such signatory. Alternate Board Members are not authorized to sign unless they are acting as a Secretary, Treasurer, Vice-Chairman or Chairman. (Resolution #17-20 attached)

**Recorded Vote:**                        Mr. Strano - Yes;                        Mr. Armstead - Yes;  
   Mr. Mikolajczyk - Yes;                        Mr. Moore -Yes;

**Resolution #18-20**

**Designated Banks -**

**MOTION:** Upon motion of Mr. Armstead, seconded by Mr. Mikolajczyk, the Board unanimously approved the Resolution designating the Authority's depository banks as Northfield Bank and US Bank as Trustee under the Trust Agreement dated June 7, 1984. (Resolution #18-20 attached)

**Recorded Vote:**                        Mr. Strano - Yes;                        Mr. Armstead - Yes;  
   Mr. Mikolajczyk - Yes;                        Mr. Moore -Yes;

**Resolution #19-20**

**Newspapers -**

**MOTION:** Upon motion of Mr. Strano, seconded by Mr. Armstead, the Board unanimously approved the Resolution designating The Local Source, The Star Ledger and Home News Tribune as the Authority's official newspapers. (Resolution #19-20 attached)

**Recorded Vote:**                        Mr. Strano - Yes;                        Mr. Armstead - Yes;  
   Mr. Mikolajczyk - Yes;                        Mr. Moore -Yes;

**Adjournment -**

Upon motion of Mr. Mikolajczyk, seconded by Mr. Moore, the Organizational Meeting was adjourned at 12:25 P.M.

## THE LINDEN ROSELLE SEWERAGE AUTHORITY

The minutes of the regular meeting held on Tuesday, February 25, 2020 commenced thereafter an Organizational Meeting at 12:25 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; Mayor Armstead, Secretary; James Moore, Alternate Member

**Absent:** Jamel Holley, Vice-Chairman; Reginald Atkins, Alternate Member;

**Attending:** David G. Brown II, Executive Director; Jeffrey A. Williams, Superintendent; Sean McGowan, Authority's Attorney;

**Visitors:** Mr. Wendell Bibbs, Principal and Gautam Patwardhan, Project Manager from Remington & Vernick Engineers; Mr. Nathan Burroughs, Managing Director from Taurus Advisory Group;

**MOTION:** Upon motion of Mr. Strano, seconded by Mr. Armstead, the Board unanimously approved appointment of Mr. Moore as a voting Member for this meeting.

**Recorded Vote:** Mr. Strano - Yes; Mr. Armstead - Yes;  
Mr. Mikolajczyk - Yes; Mr. Moore - Yes;

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

**Recorded Vote:** Mr. Strano - Yes; Mr. Armstead - Yes;  
Mr. Mikolajczyk - Yes; Mr. Moore - Yes;

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

**Recorded Vote:** Mr. Strano - Yes; Mr. Armstead - Yes;  
Mr. Mikolajczyk - Yes; Mr. Moore - Yes;

**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. Moore - Yes;

### **EXECUTIVE DIRECTOR'S REPORT**

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

**LINDEN ROSELLE SEWERAGE AUTHORITY**

**MEETING MINUTES**

February 25, 2020

**SUPERINTENDENT'S REPORT**

Superintendent presented to the Board his monthly report (see attached report).

Superintendent added to his report that when the dock was hit by barge there was concern if there was any damage done to the dock under the water. Upon inspection of the dock it was reported that there is no damage at all to the structure under the water, the damage is only on the upper deck and the railing. It is recommended that Spectraserv hire Brayco to make that repair. No questions of the Superintendent's report.

**ENGINEERS REPORT**

Engineer submitted written report (see attached report).

No questions of the Engineer's report.

**BUSINESS AGENDA**

**Resolution #20-20**

**Authorizing the Issuance of Project Notes of the Linden Roselle Sewerage Authority in connection with the Water Bank Construction Financing Loan Program of the New Jersey Infrastructure Bank**

The Executive Director stated that this Resolution of 40 pages of document and Notes was prepared by the Bond Counsel. This is a legal requirement that the Authority has to do in order to receive money from New Jersey Infrastructure Bank for Authority's various projects.

**MOTION:** Upon motion of Mr. Strano, seconded by Mr. Mikolajczyk the Board unanimously approved Resolution #20-20 as read and presented. (Resolution #20-20 attached)

**RECORDED VOTE:**

Mr. Strano - Yes;  
Mr. Moore - Yes;

Mr. Armstead - Yes;  
Mr. Mikolajczyk - Yes;

**Resolution #21-20**

**Appointing Steven Glickman, Esq. as litigation counsel for matters entitled Eldridge v. LRSA and Cascarelli v. LRSA**

Attorney stated that as he mentioned previously litigation was filed against the Authority by two of the Authority's employees. They are separate matters but contained duplicate claims against Authority related to injuries sustained while employed at LRSA. Originally, Authority submitted complaints to liability insurer, Gladfeltter Insurance and requested liability defense and defense coverage for the litigation. Gladfeltter Insurance declined to provide liability coverage and defense coverage due to exclusions under the LRSA's insurance policies since the litigation is related to workers' compensation claims. Then, the Authority submitted Summons and Complaints to New Jersey Manufacturers Insurance Company and requested the same, however they declined as well due to the nature of the claims, among other reasons. Due to the fact that both insurances declined to provide defense coverage on behalf of LRSA, the LRSA must file an Answer to the litigation or otherwise defend the litigation. Therefore, at the recommendation of Sean R. McGowan Esq., the LRSA desires to hire Lite DePalma Greenberg, LLC to serve as its Special Litigation Counsel to defend it against the claims made in the litigation for a one-year contract term in a sum not to exceed \$10,000.

**MOTION:** Upon motion of Mr. Armstead, seconded by Mr. Mikolajczyk the Board unanimously approved Resolution #21-20 as read and presented. (Resolution #21-20 attached)

**RECORDED VOTE:**

Mr. Strano - Yes;  
Mr. Mikolajczyk - Yes;

Mr. Armstead - Yes;  
Mr. Moore - Yes;

**LINDEN ROSELLE SEWERAGE AUTHORITY**

**MEETING MINUTES**

February 25, 2020

**BIDS & PURCHASES**

**Resolution #22-20**

**Authorize, Ratify and Confirm Emergency Repair of Heat Exchanger #1**

The Executive Director stated that inspection of the Authority's boilers is required annually by the State of New Jersey. During the inspection leaking fire tubes were found in Heat Exchanger #1, which had to be removed and replaced. Therefore the boilers did not pass inspection. There was a need for an immediate repair as, without a properly functioning heat exchanger, the Authority's digesters operate inefficiently, and the processing of sludge becomes interrupted. After solicitation of quotes, Manhattan Welding Company, Inc. an authorized vendor under the Educational Services Cooperative of New Jersey for Boiler Maintenance and Repair was authorized to perform said repair work. The contract repair amount of \$22,500 exceeded the Executive Director's approval limit, therefore authorization by the Board is required. A purchase Order in the sum of \$22,500 to Manhattan Welding Company, Inc. for the repair of Heat Exchanger #1, is hereby approve, ratified and confirmed and payment is authorized.

**MOTION:** Upon motion of Mr. Armstead, seconded by Mr. Moore the Board unanimously approved Resolutions #22-20 as read and presented. (Resolution #22-20 attached)

**RECORDED VOTE:** Mr. Strano - Yes; Mr. Armstead - Yes;  
Mr. Mikolajczyk - Yes; Mr. Moore - Yes;

**PUBLIC COMMENT**

Nathan Burroughs, Managing Director from Taurus Advisory Group introduced his company. TAG proposes to assist the Authority in the investigation and potential engagement of a Demand Response program (see attached).

Visitors left the meeting at 12:45 P.M.

**EXECUTIVE SESSION**

**MOTION:** Upon motion of Mr. Mikolajczyk, seconded by Mr. Moore the Board unanimously approved the Resolution to hold an Executive Session to discuss "Litigation Matters" and any other matters as may come before the Members. (At 12:45 P.M., Resolution #01E-20 attached)

**RECORDED VOTE:** Mr. Strano - Yes; Mr. Armstead - Yes;  
Mr. Mikolajczyk - Yes; Mr. Moore - Yes;

**MOTION:** Upon motion of Mr. Mikolajczyk, seconded by Mr. Moore, the Executive Session was closed 12:58 P.M. and the regular business meeting resumed.

**RECORDED VOTE:** Mr. Strano - Yes; Mr. Armstead - Yes;  
Mr. Mikolajczyk - Yes; Mr. Moore - Yes;

Meeting open to the public.

No action has to be taken due to Executive Session.

**BILLS AND CLAIMS**

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

**LINDEN ROSELLE SEWERAGE AUTHORITY**

**MEETING MINUTES**

*February 25, 2020*

**Operating Fund**

**MOTION:** Upon motion of Mr. Mikolajczyk, seconded by Mr. Moore the Board unanimously approved payment of the Operating Bills in the amount of **\$418,184.21** (Resolution attached)

**RECORDED VOTE:**            Mr. Strano - Yes;                    Mr. Armstead - Yes;  
   Mr. Mikolajczyk - Yes;            Mr. Moore - Yes;

**Renewal and Replacement Fund**

**MOTION:** Upon motion of Mr. Strano, seconded by Mr. Armstead the Board unanimously approved payments of the Renewal and Replacement Bills in the amount of **\$224,797.60** (Resolution attached).

**RECORDED VOTE:**            Mr. Strano - Yes;                    Mr. Armstead - Yes;  
   Mr. Mikolajczyk - Yes;            Mr. Moore - Yes;

**ADJOURNMENT**

**MOTION:** Upon motion of Mr. Moore, seconded by Mr. Strano, the meeting was adjourned at **1:05 P.M.** and It was ordered that the monthly Board Meeting of the LRSA be held on **Tuesday, March 24, 2020 at 12:00 P.M.** in the office of the Authority.

**RECORDED VOTE:**            Mr. Strano - Yes;                    Mr. Armstead - Yes;  
   Mr. Mikolajczyk - Yes;            Mr. Moore - Yes;



**THE LINDEN ROSELLE SEWERAGE AUTHORITY**

**MONTHLY RECEIPTS**

**January 1, 2020 - January 31, 2020**

**REVENUE FUND**

**Non-Major User**

City of Linden \$ 74,372.35

**Total Non-Major User \$ 74,372.35**

**Municipality**

\$ -

**Total Municipality \$ -**

**Major Industry Users**

\$ -

**Total Major Industry Users \$ -**

**Miscellaneous**

Aries - Use & Occupancy Agreement (Nov, Dec, Jan.) \$ 32,542.26

PSE&G (Mo. Effluent December-19) \$ 20,892.50

Blue Apron (Fine for Rules Violation) \$ 2,250.00

ST Linden Terminal - Easement \$ 1,900.77

**Total Miscellaneous \$ 57,585.53**

**Total Revenue Fund \$ 131,957.88**

**OPERATING FUND**

Northfield Transfer \$ 950,000.00

Miscellaneous (copies, bids, etc.) \$ 234.00

**Total Operating Fund \$ 950,234.00**

**ESCROW ACCOUNT**

Greek Development (formerly LPH) \$ 65,011.03

JVM Sales \$ 16,384.63

IMTT Pipeline \$ 15,000.00

EWA Linden 4050 LLC (formerly Accordia) \$ 12,952.14

Linden Renewable Energy \$ 10,000.00

Geosyntec NuStar \$ 5,000.00

Aries Clean Energy \$ -

**Escrow Bal. as of 1/31/20 \$ 124,347.80**

**LINDEN ROSELLE SEWERAGE AUTHORITY  
EXECUTIVE DIRECTOR'S REPORT  
February 25, 2020**

**DEPARTMENTS**

**A. MONITORING DEPARTMENT**

1. All Annual Sludge Reports were filed on time with the NJDEP and EPA.
2. All annual IPP inspections have been conducted.
3. The rainfall for January 2020 was 1.73", which is less than the December 2019 total of 5.77". The rainfall for 2020 to date is 1.73" compared to 3.14" for the same timeframe in 2019.
4. Respiratory Fit testing was conducted on January 27, 2020.

**B. BUSINESS DEPARTMENT**

**1. Revenue**

Residential billing revenue in the amount of \$69,642.36 was received in January 2020 along with \$4,729.99 in interest payments, \$1,911.97 in prepayments. Miscellaneous Revenue of \$57,585.53 was also received.

**2. Expenses**

Currently O & M Expenses YTD as of December 31, 2019 is \$8,418,851 or approximately 89.57% of the total annual budget for O & M. The Authority anticipates \$450,000 to surplus for 2019.

**3. Audit**

The 2019 Audit continues as the Auditors are examining our records and performing test of our procedures.

**C. PROJECTS**

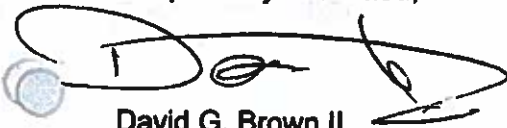
**1. Phase V Building Improvements Project (NJ I-Bank)**

APS Contracting, Inc have submitted several multiple submits for approval and the review process is going well.

**2. Aries Linden, LLC**

Construction is ongoing.

Respectfully submitted,



David G. Brown II  
Executive Director

## Superintendents Report to the Board February 2020

### Highlighting Departments

#### Operations:

1. Plant performance – The plant operated well during January 2020 meeting all permit limits.
2. We did not barge in January
3. Flows were an average 10.73MGD with maximum daily flow 14.82 MGD
4. Heat exchanges were off due to cleaning and state inspections
5. On January 3 we had to evacuate the facility due to a fire at Linden Bulk
6. We are maintaining about a 60% VS reduction though the Digestors

#### Maintenance:

1. Performed Monthly Preventive Maintenance, SPCC, electrical safety checks and normal packing maintenance.
2. Heat exchanger#1 failed inspection needs new fire side tubes.
3. Rebuilt B6 raw waste pump drive shaft
4. Both heat exchangers were opened and cleaned.
5. Inspected and tested all gas detectors in screen house digester and WGB buildings
6. Diesel generator quarterly inspection was done

#### Laboratory:

1. Mercury samples were sent to outside lab and the results came back as Non-Detect.
2. All monthly quality controls were completed
3. Quarterly checks and QC QA were completed
4. The metals SOP was updated in January
5. Annual PT samples were ordered
6. Bioassay has been scheduled



Respectfully Submitted,  
Jeffrey A. Williams Superintendent

**ENGINEER'S REPORT FOR JANUARY 2020**

This report covers the following work activities for the JANUARY 2020 reporting period:

1. **TRUST AGREEMENT SERVICES**

2. **STUDY AND REPORT SERVICES**

A. 2019 Air Compliance Services

B. Environmental Assessment for HUD-CBDG Grant

C. E-Builder Program Management Information System

D. **DESIGN/BID SERVICES**

A. UV Disinfection System and Plant Water Pump Upgrades Project

B. Emergency Generator Switchgear Replacement

E. **CONSTRUCTION SERVICES**

A. None

F. **PROPOSALS**

A. Sludge Degritter Modifications - Gravity Sludge Thickener Facility Project - Air Permitting Services

## ENGINEER'S REPORT FOR JANUARY 2020

This is the January 2020 Engineers Report for the Authority. It discusses those engineering activities that have been undertaken since our previous report of December 9, 2019.

### 1. TRUST AGREEMENT SERVICES

As reported previously, based on pre-application meeting discussions with representatives of the Authority, NJDEP and the New Jersey Infrastructure Bank (NJIB), CDM Smith continues to assist the Authority with its NJIB H2LOans application. Currently, CDM Smith assists LRSA with the Clean Water funding application for multiple WWTP capital improvement projects. Based on NJDCA's request, related to the US Housing and Urban Development (HUD) grant funding for LRSA's flood resiliency projects, CDM Smith assisted LRSA with preparing its draft HUD Section 3 plan. HUD Section 3 requires, to the greatest extent possible, the recipient of HUD assistance provide training, employment, contracting and other economic opportunities to low- and very low-income persons and to businesses that provide such opportunities to low- and very low-income persons.

Regarding the Aries Linden Project, continues to participate on the weekly calls with the Aries Team. In addition, a CDM Smith representative met with Aries representatives to review the process streams that Aries will need to manage and potential locations for their proposed sludge processing equipment.

As reported previously, the annual inspection was performed on November 8<sup>th</sup>, 2019. A draft report was issued and comments received. The report was finalized and presented at the January 2020 Board Meeting.

As reported previously, the annual Stormwater Pollution Prevention Plan inspection was also conducted on November 8<sup>th</sup>, 2019. The final training documentation was issued and the memorandum summarizing findings was issued.

### 2. STUDY AND REPORT SERVICES

#### A. 2019 Air Compliance Services

CDM Smith updated the 2018 Air Emission Statement and uploaded the files on NJDEP portal on January 9, 2020. CDM Smith is currently assisting with preparation of Compliance Plan Change Application to re-instate the exceedance language in the Subchapter 8 permit. A draft application was submitted to LRSA on February 7, 2020.

#### B. Environmental Assessment Services for HUD-CBDG Grant

CDM Smith continues assisting the Authority with funding its capital improvement projects through the NJDEP and New Jersey I-Bank. CDM Smith completed and submitted the HUD-CBDG required environmental assessment and conducted the necessary environmental consultations. This assessment also addressed NJDEP/ NJIB environmental planning requirements. Based on the completion of the environmental assessment and agency consultations, HUD-CBDG authorized the use of grant funds on January 14, 2020 in the amount of \$8.6 million to finance LRSA's flood resiliency

projects. In addition, on January 24, 2020, the NJDEP accepted the findings and approval from this environmental assessment to satisfy the NJDEP's environmental review process requirements; the estimated NJDEP/ NJIB loan amount is \$8.2 million to finance LRSA's capital improvement projects.

C. **E-Builder Program Management Information System**

CDM Smith provided training to representatives of T&M Associates and the contractor for the Phase V Infrastructure Project.

3. **DESIGN/BID SERVICES**

A. **UV Disinfection System and Plant Water Pump Upgrades Project**

A design criteria memorandum was issued to the LRSA for their review. In addition, the Basis of Design Report (BODR) was issued. A meeting will be scheduled to discuss LRSA's comments on the design criteria memorandum and the BODR.

B. **Emergency Generator Switchgear Replacement**

CDM Smith prepared and issued 60% Design Documents to the LRSA for their review. A meeting was held with representatives of the Authority to discuss any comments. In addition, a meeting was held with a representative of the Alaimo Group to discuss coordination with their Flood Resiliency Project.

4. **CONSTRUCTION SERVICES**

A. None

5. **PROPOSALS**

B. **Sludge Degritter Modifications – Gravity Sludge Thickener Facility Project – Air Permitting Services**

CDM Smith is currently preparing a proposal to provide air permitting services to modify the current Subchapter 8 permit to include the equipment changes resulting from the above-mentioned project. The proposal will also include support with modifying the permit in relation to the new Subchapter 17 Hazardous Air Pollutant Reporting Thresholds.