

THE LINDEN ROSELLE SEWERAGE AUTHORITY

The minutes of the regular meeting held on Wednesday, January 23, 2019 at 12:00 P.M. in the office of the Linden Roselle Sewerage Authority.

Chairman Vircik 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 12/28/18 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: George Vircik, Chairman; Jamel Holley, Vice Chairman; Edward Mikolajczyk, Treasurer; Derek Armstead, Secretary; Reginald Atkins, Alternate Member; Ralph Strano, Alternate Member

Attending: David G. Brown II, Executive Director; Jeffrey A. Williams, Superintendent; Richard Rudin, Weiner Law Group; Tom Laustsen, CDM Smith Co.;

Visitor: Craig Halloran, Linden Resident;

Chairman stated that he will not be able to attend February Board Meeting.

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

MOTION: Upon motion of Mr. Mikolajczyk, seconded by Mr. Armstead, the Board unanimously approved the minutes of the December 18, 2018 Regular Board Monthly Meeting. Mr. Holley and Atkins abstain from vote.

MOTION: Upon motion of Mr. Mikolajczyk seconded by Mr. Armstead, the Board unanimously approved the minutes of the December 18, 2018 Executive Session. Mr. Holley and Atkins abstain from vote.

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

BUSINESS AGENDA

Acceptance of Plant Inspection Report

Tom Laustsen reported that this is done annually on the physical and operating condition of the LRSA sewerage facilities. Within this report, any recommended repairs, renewals, replacements, of improvements are to be identified. Authority's Engineer conducted an inspection along with Maintenance Manager and Operation Manager walked throughout the facilities with previous year report identifying work that has been completed. Also, at the same time addressing what it needs and should to be done either upcoming year or in a near future, which is identify and summarized in the report. Tom Laustsen further stated that Maintenance Manager and Operations Manager are addressing what they would like to include into the report. Upon inspection of the facility the report is being updated, which includes deficiencies as well as positive outcome that Authority's Staff has done previous year. Tom Laustsen said that the last section of the report is a summary of recommendations including high priority that should be addressed in upcoming year, they are highlighted in the red. This report contains performance of the LRSA treatment facilities which is evaluated in terms of its ability to achieve compliance with the limits established in the New Jersey Pollutant Discharge Elimination (NJPDES) permit

January 23, 2019

BUSINESS AGENDA (continued)

Acceptance of Plant Inspection Report (continued)

issued to the Authority. Tom Laustsen said that overall the Authority's Staff are doing good job operating and maintaining Authority's facilities. In summary, the report indicates favorable reports on the plant performance, pretreatment, maintenance and overall housekeeping and that the Authority is in a good shape in the foreseeable future. Tom asked for any questions. Chairman referred to section 6 and asked what percentage of these items can Authority's Staff do? Tom Laustsen said that majority of these items it have to be done by outside contractors. Mr. Atkins asked where the funds coming from for these investments. Tom said that some money comes from Renewal & Replacement and the Capital Project from an I-Bank. Therefore, the Executive Director and Staff are recommending that the Board accept the report.

MOTION: Upon motion of Mr. Holley, seconded by Mr. Armstead, the Board unanimously approved and accepted the 2018 Annual Plant Inspection Report as presented by Authority's Engineer.

Setting Reorganization Meeting Date

A Resolution was presented establishing the Reorganization Meeting for February 27, 2019 at 12:00 P.M. in the office of the Linden Roselle Sewerage Authority, as required by the Authority's By-Laws. The regular meeting will be held immediately thereafter. The nominating Members has been named for making recommendation for the officers at the Organizational Meeting.

MOTION: Upon motion of Mr. Holley, seconded by Mr. Armstead the Board unanimously approved the Resolution setting an Annual Meeting to be held on February 27, 2019 at 12:00 P.M. with the Regular Board Meeting followed immediately thereafter (Resolution #01-19 attached).

Significant Non-Compliance for Oil and Grease

During 2018, Blue Apron has been in violation of their Oil and Grease limit numerous times. A review of the Federal Significant Non-Compliance (SNC) and State of New Jersey SNC rules indicate that Blue Apron qualifies as a significant non-compliance for both agencies. SNC for the Federal criteria requires that the industry be published for public notification, which will be published on February 1, 2019 for both chronic and technical review criteria according to the Federal SNC rules. However, SNC for the State of New Jersey criteria requires that a minimum mandatory penalty of \$5,000.00 be issued for being in Serious Violation for Oil & Grease in three months of a consecutive six month, according to the NJDEP SNC criteria. As of December 1, 2018 Blue Apron installed pretreatment unit, therefore it should eliminate these violations.

MOTION: Upon motion of Mr. Mikolajczyk, seconded by Mr. Armstead, the Board unanimously approved to issue a penalty of \$5,000 to Blue Apron for Serious Violation for Oil & Grease according to the NJDEP Significant Non-Compliance criteria.

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 resident left the meeting due to Executive Session. Mr. Holley stepped out from the meeting.

EXECUTIVE SESSION

MOTION: Upon motion of Mr. Atkins, seconded by Mr. Armstead the Board unanimously approved the Resolution to hold an Executive Session to discuss "Legal Matters" and any other matters as may come before the Members.
(At 12:25 P.M., Resolution #01E-19 attached).

MOTION: Upon motion of Mr. Holley, seconded by Mr. Armstead, the Executive Session was closed 12:55 P.M. and the regular business meeting resumed.

No action has to be taken due to Executive Session.
Meeting open to the public. Visitor joined the meeting.

SUPERINTENDENT'S REPORT

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

BIDS AND PURCHASES

Authorization to Ratify and Confirm Emergency Water Main Repair

On November 16, 2018 Authority had a Water Main Break near the GBT Building. At that time the leak was small and was manageable, however on Monday the leak became severe enough that it could cause shutting down Authority's operations. Therefore, the Executive Director and Superintendent both concurred that the Authority is in need to declare an emergency to repair the water line. After solicitation of contractors, Montana Construction, Inc. was authorized to perform water emergency line repair for the total amount of \$41,957.62. Therefore, the Executive Director and Staff are recommending the Board authorize to ratify and confirm water line repair for the amount of \$41,957.62 to Montana Construction, Inc.

MOTION: Upon motion of Mr. Armstead, seconded by Mr. Holley, the Board unanimously approved Resolution authorizing to Ratify and Confirm Water Line Repair to Montana Construction, Inc. in the amount of \$41,957.62 (Resolution #02-19 attached)

Award of Contract for Engineering Design and Bid Services for Flood Mitigation Improvements Project

In accordance with the fair and open process, the Authority solicited proposals and by resolution at its February 2018 Reorganizational Meeting qualified and approved engineering firms to provide consulting services. The Authority requested a proposal from Alaimo Group to provide Design and Bid Services for Flood Mitigation Improvements Project. Alaimo Group has submitted a comprehensive proposal for these services in the amount of \$460,000. Therefore, the Executive Director recommends that the Board award a contract to Alaimo Group for Engineering Design & Bid Services for Flood Mitigation Improvements in the amount not to exceed \$460,000. After a short discussion among the Board Members it was determined that above award be tabled until next month meeting, therefore Resolution #03-19 is on hold.

Award of Contract for Engineering Design Services for Thickening Facilities Upgrade Project

In accordance with the fair and open process, the Authority solicited proposals and by resolution at its February 2018 Reorganizational Meeting qualified and approved engineering firms to provide consulting services. The Authority requested a proposal from CME Associates Engineers to provide Design Services for Thickening Facilities Upgrade Project. CME Associates Engineer has submitted a comprehensive proposal for these services in the amount of \$297,000. Therefore, the Executive Director recommends that the Board award a contract to CME Associates for Engineering Design Services for Thickening Facilities Upgrade Project in the amount not to exceed \$297,000.

BIDS AND PURCHASES (continued)

Award of Contract for Engineering Design Services for Thickening Facilities Upgrade Project

MOTION: Upon motion of Mr. Holley, seconded by Mr. Mikolajczyk, the Board unanimously approved Resolution awarding a contract to CME Associates for Engineering Design Services for Thickening Facilities Upgrades Project in the amount of not to exceed \$297,000. (Resolution #04-19 attached)

Award of Contract for Design, Bid and Management Engineering Services for Bar Screen Replacement and Screenings Conveyance Improvements Project

In accordance with the fair and open process, the Authority solicited proposals and by resolution at its February 2018 Reorganizational Meeting qualified and approved engineering firms to provide consulting services. The Authority requested a proposal from Remington & Vernick Engineers to provide Design, Bid and Construction Management Engineering Services for Bar Screen Replacement and Screenings Conveyance Improvement Project. Remington & Vernick Engineers has submitted a comprehensive proposal for these services in the amount of \$145,275. Therefore, the Executive Director recommends that the Board award a contract to Remington & Vernick Engineers for Design, Bid and Construction Management Engineering Services for Bar Screen Replacement and Screenings Conveyance Improvements Project in the amount of \$145,275 as it is in the best interest of the Authority.

MOTION: Upon motion of Mr. Holley, seconded by Mr. Mikolajczyk, the Board unanimously approved Resolution awarding a contract to Remington & Vernick Engineers for Design, Bid and Construction Management Engineering Services for Bar Screen Replacement and Screenings Conveyance Improvement Project in the amount of not to exceed \$145,275. (Resolution #05-19 attached)

Award of a Contract to Furnish and Deliver TOC Analyzer to Teledyne Instruments, Inc.

The Authority has determined that is necessary to procure a replacement for the TOC Analyzer currently in use in the Laboratory which was originally purchased in 2003 and has reached the end of its useful life. In accordance with a fair and open process a formal quotations request to Furnish, Deliver and Install a Fusion UV Persulfate TOC analyzer as Manufactured by Teledyne Tekmar or Equivalent was publicized on the Authority's website. Two responses to the Request were received and reviewed. The Executive Director and Staff are recommending that the purchase of a TOC Analyzer from Teledyne Instruments, Inc. for a not to exceed amount of \$32,492.52 is in the best interest of the Authority.

MOTION: Upon motion of Mr. Armstead, seconded by Mr. Holley, the Board unanimously approved Resolution awarding a contract to Furnish and Deliver TOC Analyzer to Teledyne Instruments, Inc. in the amount of not to exceed \$32,492.52. (Resolution #06-19 attached)

ENGINEERS REPORT

No questions of the Engineer's report.

PUBLIC COMMENT

Linden resident Craig Halloran has some questions as follows:

1. Why doesn't LRSA send out letters explaining I & I and the cost involved in correcting these issues? The Executive Director stated that Authority is meeting with Linden and Roselle Engineers to discuss what their plans are if any to reduce I & I.

PUBLIC COMMENT (continued)

2. Has LRSA put anymore thought into reducing bill at a certain percentage for water for gardens during the summer? The Executive Director stated that Authority has already in place for the calculation for summer months like pools, sprinkler system, water leak, gardening etc. and a copy of the calculation will be provided next month.
3. Can O&M surplus (2018) be used to reduced 2019 sewer bill cost?" Executive Director stated that there will be no increase for 2019 sewer bills.
4. Did LRSA check on report of railroad tank cars containing hydrochloric acid? Superintendent stated that it was checked and apparently the cars are full of ethanol. They are label for HCL as they are cleaned with it and there may be a residual at some point.

BILLS AND CLAIMS

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

Operating Fund

MOTION: Upon motion of Mr. Holley, seconded by Mr. Armstead the Board unanimously approved payment of the Operating Bills in the amount of \$660,454.00 (Resolution attached).

Renewal and Replacement Fund

MOTION: Upon motion of Mr. Armstead, seconded by Mr. Holley the Board unanimously approved payment of the Renewal and Replacement Bills in the amount of \$43,452.62 (Resolution attached).

ADJOURNMENT

MOTION: Upon motion of Mr. Holley, seconded by Mr. Mikolajczyk, the meeting was adjourned at 1:16 P.M. and it was ordered that the Reorganizational Meeting of the LRSA be held on Wednesday, **February 27, 2019 at 12:00 P.M.** and that the Regular Board Monthly Meeting shall commence immediately thereafter in the office of the Authority.

Submitted by: Urszula Luzny