

THE LINDEN ROSELLE SEWERAGE AUTHORITY

The minutes of the regular meeting held on Tuesday, January 26, 2021 at 12:06 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 12/31/20 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: Derek Armstead, Secretary; James Moore, Alternate Member; Reginald Atkins, Alternate Member;

Late: Jamel Holley, Vice-Chairman - 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 – virtual Denise Garner from Grand Engineering;

MOTION: Upon motion of Mr. Strano, seconded by Mr. Mikolajczyk, the Board unanimously appointed Mr. Atkins as a voting Member for this meeting until Mr. Holley in attendance.

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

MOTION: Upon motion of Mr. Strano, 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. Atkins – Yes;

MOTION: Upon motion of Mr. Mikolajczyk, seconded by Mr. Strano, the Board unanimously approved the minutes of the December 22, 2020 Regular Monthly Meeting.

Recorded Vote: Mr. Strano – Yes; Mr. Armstead – Yes;
Mr. Mikolajczyk – Yes; Mr. Atkins – Abstain;

MOTION: Upon motion of Mr. Armstead, seconded by Mr. Strano, the Board unanimously approved the minutes of the December 22, 2020 Executive Session.

Recorded Vote: Mr. Strano – Yes; Mr. Armstead – Yes;
Mr. Mikolajczyk – Yes; Mr. Atkins – Abstain;

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

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

ACTING EXECUTIVE DIRECTOR'S MONTHLY REPORT

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

ENGINEERS REPORT

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

BUSINESS AGENDA

Resolution #01-21

Setting the Re-Organizational Meeting (Nominating Committee)

Chairman read Resolution #01-21 setting the Authority's Annual Meeting Date. Chairman appointed Mr. Armstead and Mr. Holley as the Nominating Committee.

MOTION: Upon motion of Mr. Holley, seconded by Mr. Mikolajczyk the Board unanimously approved Resolution #01-21 as read and presented (Resolution attached).

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

Resolution #02-21

Appointment of Authority's Regulatory Representative

Chairman read Resolution #02-21 authorizing appointment of Jeffrey A. Williams as Authority's Regulatory Representative.

MOTION: Upon motion of Mr. Armstead, seconded by Mr. Strano the Board unanimously approved Resolution #02-21 as read and presented (Resolution attached).

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

Resolution #03-21

Appointing a Risk Management Consultant

Chairman read Resolution #03-21 appointing a Risk Management Consultant as required by the NJUA JIF bylaws.

MOTION: Upon motion of Mr. Mikolajczyk, seconded by Mr. Armstead the Board unanimously approved Resolution #03-21 as read (Resolution attached).

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

Resolution #04-21

Adopting the Industrial Discharge Permit for Aries Linden, LLC.

Chairman read Resolution #04-21 adopting the Industrial Discharge Permit for Aries Linden, LLC

MOTION: Upon motion of Mr. Strano, seconded by Mr. Armstead the Board unanimously approved Resolution #04-21 as read (Resolution attached).

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

Resolution #05-21

Approving Settlement of Workers' Comp Litigation #1 with Skender Berisha

Attorney stated that Resolution #05-21 will be presented at the Executive Session.

Resolution #06-21

Approving Settlement of Workers' Comp Litigation #2 with Skender Berisha

Attorney stated that Resolution #06-21 will be presented at the Executive Session.

Resolution #07-21

Approving a Second Amendment of Monitoring Well Encroachment Permit and License Agreement with NuStar Terminal and Geosyntec Consultant

Attorney presented Resolution #07-21 approving a Second Amendment of Monitoring Well Encroachment Permit and License Agreement with NuStar Terminals Operations Partnership, L.P., and Geosyntec Consultant.

MOTION: Upon motion of Mr. Holley, seconded by Mr. Armstead the Board unanimously approved Resolution #07-21 as presented (Resolution attached).

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

Resolution #08-21

Authorizing the Issuance and Sale of not to Exceed \$1,600,000 Principal amount of Subordinate Revenue Bonds, and Determining Various Matters relating thereto.

Director presented Resolution #08-21 authorizing the Issuance of Subordinated Bonds not to exceed \$1,600,000.

MOTION: Upon motion of Mr. Holley, seconded by Mr. Armstead the Board unanimously approved Resolution #08-21 as presented (Resolution attached).

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

Authorizing Penalty Approval of \$3,000 to Unitex

Director reported that Unitex missed monitoring for Total Cyanide in October 2020, therefore the DMR was incomplete for that month. Previous consultation with NJDEP confirmed that the penalty of \$3,000 to Unitex must be assessed. Since this is greater than the Executive Director can authorize, the LRSA Board must approve the penalty.

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

BIDS & PURCHASES

Resolution #09-21

Authorizing award of Contract to Provide Construction Management and Construction Inspection Services for the Emergency Generator Switch Gear Replacement Project to RVE.

Chairman read Resolution #09-21 authorizing award of above contract to RVE.

MOTION: Upon motion of Mr. Holley, seconded by Mr. Mikolajczyk the Board unanimously approved Resolution #09-21 as read (Resolution attached).

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

Resolution #10-21

Authorizing award of Contract to Provide Construction Management and Construction Inspection Services for the Thickening Facilities Upgrades Project to RVE.

Chairman read Resolution #10-21 authorizing award of above contract to RVE.

MOTION: Upon motion of Mr. Holley, seconded by Mr. Armstead the Board unanimously approved Resolution #10-21 as read (Resolution attached).

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

PUBLIC COMMENT – No comment from the public.

Virtual visitor Denise Garner left the meeting due to Executive Session.
Engineer left the meeting due to Executive Session.

EXECUTIVE SESSION

MOTION: Upon motion of Mr. Mikolajczyk, seconded by Mr. Strano the Board unanimously approved the Resolution to hold an Executive Session to discuss “Personnel Matters” and any other matters as may come before the Members. (At 12:53 P.M., Resolution #01E-21 attached)

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 Executive Session was closed 1:17 P.M. and the regular meeting resumed.

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

Meeting open to the public. No public in attendance.

The following actions to be taken:

MOTION: Upon motion of Mr. Strano, seconded by Mr. Mikolajczyk, the Board unanimously approved Resolution #05-21 Approving Settlement of Workers’ Comp Litigation #1 with Sender Berisha. (Resolution #05-21 attached)

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 Resolution #06-21 Approving Settlement of Workers’ Comp Litigation #2 with Sender Berisha. (Resolution #06-21 attached)

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 a 3rd request 30-day Leave of Absence for Authority’s employee Tyler Wlewlorski due to his personal illness without pay. The third (3rd) LOA is from 1/30/2021 to 2/28/2021.

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

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. Mikolajczyk, seconded by Mr. Holley the Board unanimously approved payment of the Operating Bills in the amount of \$866,227.99 (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. Strano, seconded by Mr. Armstead the Board unanimously approved payments of the Renewal and Replacement Bills in the amount of \$20,049.04 (Resolution attached).

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

ADJOURNMENT

MOTION: Upon motion of Mr. Armstead, seconded by Mr. Mikolajczyk, the meeting was adjourned at 1:24 P.M. and it was ordered that the monthly Board Meeting of the LRSA be held on Tuesday, February 23, 2021 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;

Report to the Board

January 26, 2021

Highlighting Departments

Administrative

John Hreha has passed away. Mr. Hreha served on the LRSA Board as a regular Member and as Treasurer. He was appointed May 1, 1992 and served 22 and a half years until December 31, 2015.

Construction Projects

- Project #1: Phase V Building Improvements (T&M Associates) Complete
- 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 #7: Aries Sludge Gasification (ARIES)

Operations

1. Plant performance – The plant operated well during December 2020 meeting all permit.
2. Flows were an average 12.12 MGD with maximum daily flow of 24.46 MGD.
3. We are seeing some our best plant effluent with an average TSS of 4 mg/l and BOD of 5 mg/l both with a 98% removal rate.
4. We did barrage in December. We barged 5 times in 2020 which is down from 11 time the year before.

Maintenance

1. Performed Monthly Preventive Maintenance, SPCC, electrical safety checks and normal packing maintenance.
2. Serviced Blowers.
3. Repacked brake lines on dump truck.
4. Replaced barge pump.
5. Replaced sludge pump.

Laboratory

1. The mercury samples were all non-detect.
2. The monthly quality control samples were complete and quarterly quality control will be completed next month.
3. BOD incubator malfunction caused an invalidation of some samples.
4. Ammonia and Oil and Grease are continuing to be contracted out. We plan on bringing them back in house by February.

Monitoring Department

Permit:

RVE working to revise the air permit regarding the grit upgrades and other minor items.

RVE is researching the request for a permit modification for the reuse water. Requested by Aries.

RVE is working to modify our existing residuals permit as it relates to Aries.

The annual Storm Water Certification was filed on 12-9-20.

The corrected DMRs for the last five years of Bioassay were completed 12-21-20.

All backflow connection checks were updated, and the certifications filed.

IPP

The RNG Energy draft permit is in draft format.

A Notice of Violation was issued to PSE&G on December 9, 2020 for a COD exceedance that occurred in October. This exceedance was confirmed by the LRSA lab and confirmed the violation.

The Aries discharge permit is in draft form and has been published for public notice on December 3, 2020, no comments were received.

A Notice of Violation was issued to Blue Apron for an Oil and Grease violation which occurred in September 2020.

A Notice of Violation was issued to Unitex for failure to monitor Cyanide during their October 2020 reporting period. No evidence supporting the new laboratory was given proper documentation has been received. The penalty is \$3,000 and must be approved by the LRSA Board.

Unitex requested an extension to their discharge permit renewal application, which was due November 30, 2020. The extension was granted to December 31, 2020. No permit application has been received to date. This means that they are in violation and will be issued a Notice of Violation.

IPP (continued)

Industrial flow contribution in November was 19.8% and in October was 19.7% down from September at 21.74%. The November 2020 Industrial BOD Load contribution decreased from 11.5% to 5.95%. Decrease is due to PSEG having a very high BOD the first month.

Collection System:

The color and manhole check in areas were conducted.

Health and Safety

Face coverings are mandatory at all time unless you are alone in your own office.

We continue to do training via the NJMEL online.

Last safety meeting was held on 11-12-2020.

We had three staff members test positive for COVID-19, one was hospitalized.

Business Department

Expenditures

Currently O&M expenses YTD as of December 31, 2020 were \$8,038,043 or approximately 87% of the annually budgeted 2020 O&M. This is 13% below the 100% expected at this point. We will still receive some 2020, and year end accruals are being calculated. We do expect that the amount will continue to change, however at this time we are predicting that the surplus generated will be enough to cover the amount to offset the budget for next year.

We received notification from the State Division of Local Government Services that our 2021 Budget was adopted.

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

January 22, 2021

Mr. Jeffrey A. Williams
Executive Director
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 December 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 December 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: January 26, 2021

1. **TRUST AGREEMENT SERVICES**

2020 Annual Facility Inspection complete – Report pending.

2. **STUDY & REPORT SERVICES**

SWPPP Plan

Stormwater Prevention Pollution Plan was updated.

2020 Annual Inspection

The 2020 Annual Inspection was completed. RVE is working on the report and will submit to LRSA in February.

Permit Modifications

RVE is preparing applications to modify LRSA's Air, sludge, and Beneficial Reuse Permits. The Sludge and Beneficial reuse permit applications will be submitted to DEP in February.

User Charge System Biennial Review

RVE is working with LRSA to perform the biennial User Charge Review.

3. **DESIGN/BID SERVICES**

Bar Screen Replacement

Final drawing set and specifications were submitted. RVE is preparing the Soil Erosion & Sediment Control (SESC) Permit Application for submission.

4. **CONSTRUCTION SERVICES**

No active construction services being provided at this time.

5. **PROPOSALS**

1. Cost Proposal to Provide Construction Management & Construction Inspection (CM & CI) Services for Various Improvement Projects to be implemented under NJIB Loan #S340299-08 & CDBG-DR Grant.