

## THE LINDEN ROSELLE SEWERAGE AUTHORITY

The minutes of the regular meeting held on Tuesday, June 23, 2020 at 12:09 P.M. in the office of the Linden Roselle Sewerage Authority.

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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.

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**Present:** Ralph Strano, Chairman;

**Via-Phone:** Edward Mikolajczyk, Treasurer;

**Virtual:** Mayor Armstead, Secretary; Reginald Atkins, Alternate Member; James Moore, Alternate Member; Jamel C. Holley, Vice-Chairman (12:20 pm left the meeting);

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

All Attendees Salute to the Flag.

Recognition of Visitors - No visitors in attendance.

**MOTION:** Upon motion of Mr. Holley, seconded by Mr. Armstead, 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. Armstead, seconded by Mr. Mikolajczyk, the Board approved the minutes of the May 26, 2020 Regular Monthly Meeting.

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

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

Chairman appointed Mr. Atkins as a voting Member for this meeting due to absence of Mr. Holley.

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

### **ACTING EXECUTIVE DIRECTOR'S MONTHLY REPORT**

The Acting Executive Director presented to the Board his monthly report (see attached report). In addition to the written report the Acting Executive Director stated that currently the Authority's O&M expenses are in a better place this year than in previous years at this point, mostly due to the reduction of sludge. However, further the Acting Executive Director stated that he is concerned with the R&R expenses account. The Authority was supposed to close on a loan with

**ACTING EXECUTIVE DIRECTOR'S MONTHLY REPORT (continued)**

the State I-Bank on April 30, 2020, however due to the COVID-19 State shut-down the date is being constantly postponed. The Authority's loan was approved and closing is supposed to be on June 29, 2020, however due to current situation the State is reevaluating all loan applications and at this time they are asking Authority for a Moody's credit rating, which will take at least 3 weeks. Furthermore, Director stated that the Authority will not be able to close on a loan from I-Bank for another two and half months. The loan was approximately for \$2 million which is a short term loan, until the Authority gets a long term loan, which is coming through the I-Bank and will eventually be done by early next year which it will cover all Authority's projects. Right now the Authority is paying engineering for phase V from R&R account, however we expect the R&R to be completely depleted within 3 months and still have to pay over \$1 million in expenses. Further Director stated that Authority still needs \$1.5 million for all the projects. Authority's Staff is scheduled to meet with Financial Advisor to discuss some options. The Director will keep the Board updated.

**ENGINEERS REPORT**

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

**BUSINESS AGENDA**

**Resolution #44-20**

**Adoption of Temporary Discharge Permit to JS Hold for a Groundwater Remediation Project**

Chairman read Resolution #44-20; see attached.

**MOTION:** Upon motion of Mr. Armstead, seconded by Mr. Atkins the Board unanimously approved Resolution #44-20 as read and presented.

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

**Resolution #45-20**

**Authorizing the Grant of a Permanent Utility and Temporary Construction Easement to EWA Linden 4050, LLC and Consent Agreement with Public Service Electric and Gas Company for a Sewer Main Connection**

Acting Executive Director stated that EWA owns real property at 4050 Tremley Point Road on which it intends to develop a warehouse and truck terminal. Therefore, EWA needs a private sewer connection that would be tie-in to LRSA's Main Interceptor Sewer so that they will be able to discharge its wastewater into LRSA's Manhole No.1. However, there are already multiple connections to manhole, therefore the Authority's Engineer recommended that a new manhole be constructed and a new line installed. This project will require a permanent utility easement and temporary construction easement on the LRSA's property, which will be partially located within an existing utility easement for the benefit of PSE&G. PSE&G has consented to EWA co-location within their existing easement. EWA has agreed to pay compensation of \$5,500 for the Permanent Utility and Temporary Construction Easement in addition to the professional fees of the LRSA and the construction costs of the project. Resolution #45-20; see attached.

**MOTION:** Upon motion of Mr. Strano, seconded by Mr. Atkins the Board unanimously approved Resolution #45-20 as read and presented.

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

**Resolution #46-20**

**Authorizing a Fourth Amendment to the Use and Occupancy Agreement with Arles Linden LLC to expand the area licensed to Arles Linden LLC.**

Attorney stated that essentially the Authority provided Use and Occupancy Agreement to Arles Linden LLC. However, through the final design process and construction process Arles decided that they need a little more land, mainly for storage tank and use of Authority's pump.

Further attorney said that this addendum is to expand the licensed area. In addition the Acting Executive Director added that this is due to the Air Permit requirements Arles had to put a tank outside of the building rather than inside, therefore Arles inquired to expand area within licensed area. Resolution #46-20; see attached.

**MOTION:** Upon motion of Mr. Atkins, seconded by Mr. Armstead the Board unanimously approved Resolution #46-20 as read and presented.

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

**Resolution #47-20**

**Authorizing the Extension of Grace Period for 2020 Sewer Bills**

Chairman read Resolution #47-20; see attached.

**MOTION:** Upon motion of Mr. Strano, seconded by Mr. Mikolajczyk the Board unanimously approved Resolution #47-20 as read and presented.

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

**BIDS & PURCHASES**

**Resolution #48-20**

**Awarding a one-year contract for Removal, Barge, Transport and Disposal of Sludge**

Chairman read Resolution #48-20; see attached.

**MOTION:** Upon motion of Mr. Armstead, seconded by Mr. Atkins the Board unanimously approved Resolution #48-20 as read and presented.

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

**PUBLIC COMMENT** - No public present.

**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. Atkins, seconded by Mr. Strano the Board unanimously approved payment of the Operating Bills in the amount of \$567,864.07 (Resolution attached)

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

**Renewal and Replacement Fund**

**MOTION:** Upon motion of Mr. Strano, seconded by Mr. Atkins the Board unanimously approved payments of the Renewal and Replacement Bills in the amount of \$85,822.33 (Resolution attached).

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

**EXECUTIVE SESSION**

**MOTION:** Upon motion of Mr. Armstead, seconded by Mr. Atkins 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 12:48 P.M., Resolution #03E-20 attached)

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

**MOTION:** Upon motion of Mr. Atkins, seconded by Mr. Strano, the Executive Session was closed 1:07 P.M. and the regular business meeting resumed.

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

Meeting open to the public.  
Following action has to be taken due to Executive Session.

**MOTION:** Upon motion of Mr. Armstead, seconded by Mr. Mikolajczyk, the Board unanimously approved to advertise on Linden and Roselle website and local media for a Laboratory Technician position.

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

**ADJOURNMENT**

**MOTION:** Upon motion of Mr. Atkins, seconded by Mr. Armstead, the meeting was adjourned at 1:09 P.M. and it was ordered that the monthly Board Meeting of the LRSA be held on Tuesday, July 28, 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. Atkins – Yes;

**THE LINDEN ROSELLE SEWERAGE AUTHORITY**

**MONTHLY RECEIPTS**

*May 1, 2020 - May 31, 2020*

**REVENUE FUND**

City of Linden 81,421.65

**Non-Major User**

Phillips 66 Company 40,962.37

City of Elizabeth 17,269.56

Brunswick Park Associates 7,433.17

B&B Electroplating Co. 6,175.62

Hartz Mountain Industries 6,101.48

Epicore 1,175.55

D'Angelo Metal 735.08

NuStar Terminal 606.82

Engie Insight Services Williams/Transco 556.84

**Municipality**

Borough of Roselle (2nd Qtr. 2020) 728,508.25

**Major Industry Users**

Unitex 236,361.56

**Miscellaneous**

Linden Board of Education 57,345.41

PSE&G (Mo. Effluent April-20) 21,170.00

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

ST Linden Terminal - (Easement) 1,205.83

Linden Free Public Library 970.92

**Total Revenue Fund** \$1,218,847.53

**OPERATING FUND**

Northfield Transfer 500,000.00

Aries Clean Energy (Reimbursement) 7,886.01

NJM Insurance Group (Wrks Comp Reimb.) 7,472.40

**Total Operating Fund** \$515,358.41

**Escrow Account**

Greek Development (formerly LPH) 65,011.03

JVM Sales 16,384.63

IMTT Pipeline 15,000.00

Linden Renewable Energy 10,000.00

EWA Linden 4050 LLC (formerly Accordia) 9,253.43

Geosyntec NuStar 5,000.00

Aries Clean Energy 0.00

**Ending Balance as of 05/31/20** \$120,649.09

# **Report to the Board**

## **May 2020**

### **Highlighting Departments**

#### **Administrative**

We went back to full staffing schedules on June 15, 2020 (See memo in reference material).

We looked at the possibility of giving an extension to the grace period due to financial hardship related to the Covid-19 epidemic. The State has informed us the Authority does not have permission from the State to grant the extension.

Sewer bills were mailed out to the Linden residents the beginning of June.

We have set up a zoom account for remote meetings.

#### **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 May 2020 meeting all permit limits.
2. We have only bargaged so far once this year.
3. Flows were an average 9.03 MGD with maximum daily flow of 12.5 MGD these are down from the pervious month (10.89 MGD and 24.01 MGD).

#### **Maintenance**

1. Performed Monthly Preventive Maintenance, SPCC, electrical safety checks and normal packing maintenance.
2. Serviced Blowers.
3. Repacked leaking pumps.
4. Replaced GT exhaust fan motor.
5. SPCC of transformers was completed.
6. Grounds maintenance performed.
7. Assembled partitions for office and supervisor's area.
8. All flow meters serviced and calibrated.

## **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.

## **Monitoring**

NJPDES permit we are awaiting the invoice for the annual permit this will be higher than normal as the fees are based on BOD loadings of two years ago. We had a higher than normal BOD due to Capital Foods.

Bioassay is scheduled for July.

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

Our air statement was filed.

The May 2020 Air Compliance Monitoring yielded a violation for Trichloroethylene at 43 ug/l. The limit is 24.6 ug/L. We are resampling to reduce the average concentration for the period below the Serious Violation Threshold.

## **IPP**

No annual IPP inspections of the major permitted industries were conducted due to precaution for the virus.

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

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 April was 14.3% which is 9.4% less than the previous month.

We have been approached by an unknown entity inquiring about taking up to 3 MGD of LRSA effluent to use a cooling water . The facility will be manufacturing new standard fuel for ships.

## **Health and Safety**

Staff has been taking online training class with the NJMEL training site.

## **Audit**

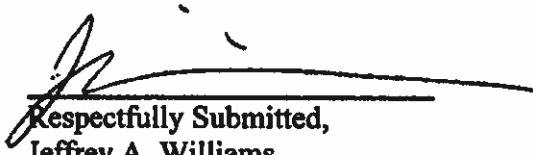
The 2019 Audit is almost complete.

**Business Department**

**Expenditures**

Currently O &M expenses YTD as of May 31, 2020 were \$3,631,934.64 or approximately 39.24% 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.

As the bills are not due till the end of this month it is too early to tell if there will be and financial impact from the virus.



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

June 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 May 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 May 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: June 23, 2020**

1. **TRUST AGREEMENT SERVICES**

No active projects at this time.

2. **STUDY & REPORT SERVICES**

**2019 Annual Air Emission Statement**

RVE worked on and submitted the 2019 Annual Air Emission Statement for LRSA. The statement was uploaded to the DEP website on June 15, 2020.

**Air Permit Modifications**

RVE contacted DEP to determine specific requirements for the proposed permit modifications, if any. Mr. Nabris Mir, from DEP, is currently reviewing the current permit and will get back with more information. The current situation due to COVID-19 is delaying responses. RVE will submit a proposal to modify the facilities' existing permit as soon as a response from DEP is received.

3. **DESIGN/BID SERVICES**

**Bar Screen Replacement**

A draft set of design drawings and specific technical specifications, submitted to LRSA for review on May 15, 2020, was approved. RVE is in touch with the equipment manufacturer to discuss electrical requirements. Updates to the electrical drawings and access road design are ongoing. RVE estimates final plans and specifications to be ready to advertise by July 17, 2020.

4. **CONSTRUCTION SERVICES**

No active construction services being provided at this time.

5. **PROPOSALS**

None pending.