

THE LINDEN ROSELLE SEWERAGE AUTHORITY

The minutes of the regular meeting held on Wednesday, March 27, 2019 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 12/28/18 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: Ralph Strano, Chairman; Jamel Holley, Vice Chairman; Edward Mikolajczyk, Treasurer; Derek Armstead, Secretary; James Moore, Alternate Member

Absent: Reginald Atkins, Alternate Member

Attending: David G. Brown II, Executive Director; Jeffrey A. Williams, Superintendent; Tom Laustsen, CDM Smith Co.; Sean McGowan, Authority's Attorney

Visitor: Craig Halloran, Linden resident and Anthony Esposito, Roselle resident

Executive Director welcomed a new Board Attorney Mr. Sean McGowan.

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

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

MOTION: Upon motion of Mr. Mikolajczyk, and seconded by Mr. Holley, the Board unanimously approved the minutes of the February 27, 2019 Reorganizational Meeting.

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

MOTION: Upon motion of Mr. Holley, seconded by Mr. Armstead, the Board unanimously approved the minutes of the February 27, 2019 Regular Board Monthly Meeting.

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

MOTION: Upon motion of Mr. Holley seconded by Mr. Mikolajczyk, the Board unanimously approved the minutes of the February 27, 2019 Executive Session.

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

BUSINESS AGENDA

Blue Apron Penalty

The Executive Director reported that Blue Apron missed monitoring for 12 parameters during the December 2018 period. Therefore, Authority assessed a minimum mandatory penalty of \$36,000. Since this is greater than the Executive Director can authorize, the LRSA Board must approve the penalty. The Executive Director further stated that consultation with NJDEP confirmed that Blue Apron's excuse does not qualify as a legitimate reason to fail to conduct monitoring, therefore must pay the penalty.

MOTION: Upon motion of Mr. Armstead, seconded by Mr. Holley, the Board unanimously approved a minimum mandatory penalty of \$36,000.00 to Blue Apron according to Section 6.4D(5) of the LRSA Rules and Regulations for missed monitoring for 12 parameters in December 2018. (Resolution #29-19 attached)

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

Agreement to Construct Bridge/Loading Dock over the Easement on JVM's Property

The Executive Director stated that the Authority received a request from JVM Sales Corp. to construct two buildings and a bridge/loading dock on its property. JVM Sales is located over an existing easement held by the Authority on the JVM's property containing a main sewer line owned by the Authority. Attorney stated that as it was discussed and approved by the Board at the last meeting this is just a memorialization of the project presented in the resolution, which recommended that JVM Sales Corp. be permitted to construct the two new buildings and the bridge/loading dock over the Easement with a design substantially similar to the Concept Design so long as it adheres to the terms and conditions.

MOTION: Upon motion of Mr. Holley, seconded by Mr. Strano, the Board unanimously approved Resolution permitting JVM Sales Corp. to construct two new buildings and the bridge/loading dock over the Easement with a design substantially similar to concept design so long as it adheres to the terms and conditions. (Resolution #30-19 attached).

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

Agreements to CITGO for "Cathodic Protection System" and for "Temporary Workspace"

Authority's Attorney stated that the Authority received a request from CITGO Holdings Terminals Corp. for the Authority to execute two documents related to a Pipeline Cathodic Protection System within an easement held by Citgo on property owned by Authority. Those two documents being a CP/Cathodic Protection System and a TW/Temporary Workspace Agreements. The CP Agreement allows Citgo to construct, maintain, operate, repair, rebuild and/or replace a Pipeline Cathodic Protection System within the existing Citgo Easement that will support pipelines buried in Citgo's Easement. The TW Agreement allows Citgo's employees and/or agents to perform the Work on the CP within the Citgo Easement and cross the LRSA Property to access the Citgo Easement. Attorney stated that above agreements were reviewed and he does not see any issues approving it.

MOTION: Upon motion of Mr. Holley, seconded by Mr. Strano the Board unanimously approved Resolution permitting the Authority to enter into the CP Agreement and the TW Agreement in substantially similar form to the drafts of the Citgo Documents and the Executive Director of the Authority shall be permitted to execute the Citgo Documents upon receipt of the Citgo Documents executed by Citgo. (Resolution #31-19 attached).

BUSINESS AGENDA (continued)

Agreements to CITCO for "Cathodic Protection System" and for "Temporary Workspace" (cont.)

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

EXECUTIVE DIRECTOR'S REPORT

The Executive Director presented to the Board his monthly report (see attached report). The Executive Director added that Aries project is in progress and they are waiting for Air Permit. Attorney advised the Board that he has a good communication with Aries and are keeping him up to date on the status of their project. In addition, Attorney mentioned that the biggest thing for them now is the air permit, sludge supply and financing. No other questions of the Executive Director's report.

SUPERINTENDENT'S REPORT

Superintendent presented to the Board his monthly report (see attached report). Superintendent added to his report and stated that Capital Foods shut down production, the company was in business since 1999. Since shutting down, Authority noticed a decrease on blower core usage, which will save on electricity; decreased mix liquors; mark improvements in settability; TSS numbers are down by half; waste rates were 200 gallons per minute, now we are down to 150 gallons per minutes; also BOD influent dropped about 65% in concentration, and average of BOD pounds treated is down from 32,000 to 13,000, the Authority has seen a 57% reduction of BOD that we are treating. This is massive amount of less treatment for the Authority. Superintendent added that BOD transfers to sludge, of which Authority is wasting a lot less to sludge, therefore this past month there was a 52% reduction of sludge. These are based on only one month data, if this continues the Authority is looking for a significant savings on sludge production. No questions of the Superintendent's report.

BIDS AND PURCHASES

Establishing a Pool of Multiple Contractors to Provide Emergency and Scheduled Underground Utility Repairs

The Executive Director stated that RFP for On Call General Contracting Services for Underground Utility Repairs was published and Authority received three submissions. The intention of this procurement was to qualify a pool of general contractors who could provide emergency and scheduled repair services for the Authority's underground utilities. Upon review submissions it was determined that Messercola Excavating Inc., Plainfield, NJ and Montana Construction Corp., Lodi, NJ be qualified to provide this service to the Authority for a one year period commencing April 1, 2019. Therefore, the Executive Director and Staff are recommending the Board authorize the execution of contracts for emergency and scheduled utility repairs on such basis as necessary with Messercola Excavating Inc., and Montana Construction Corp. in accordance with the Authority's Purchasing Policies and Procedures.

MOTION: Upon motion of Mr. Holley, seconded by Mr. Mikolajczyk, the Board unanimously approved Resolution authorizing the execution of contracts to provide On Call General Contracting Services for Underground Utility Repairs for emergency and scheduled utility repairs with Messercola Excavating Inc., and Montana Construction Corp. for a one year period commencing April 1, 2019. (Resolution #32-19 attached)

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

BIDS AND PURCHASES (continued)

Authorizing award of Contract for Generator Preventative Maintenance and Repairs through ESCNJ Cooperative Pricing System

The Executive Director stated that the Authority has two stand-by diesel generators which are intended to provide emergency power to ensure the continuous operation of the wastewater treatment system. Foley Power Systems Inc. was awarded contract through the Educational Services Commission of NJ Cooperative Pricing System. Therefore the Executive Director and Staff are recommending the Board authorize to award two year contract to Foley Power Systems Inc. for generator preventative maintenance and repairs commencing April 1, 2019, in the amount of \$26,030 as it is in the best interest of the Authority.

MOTION: Upon motion of Mr. Holley, seconded by Mr. Strano, the Board unanimously approved Resolution award two year contract for Generator Preventative Maintenance and Repairs through the ESCNJ Cooperatvie Pricing System from Foley Power Systems, Inc. commencing April 1, 2019 in the amount of \$26,030.00 (Resolution #33-19 attached)

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

Awarding a Contract to Furnish and Deliver Clarifier Parts

The Executive Director stated that it is necessary to procure replacement parts for the Authority's Clarifiers. In accordance with the fair and open process a formal quotation request to furnish and deliver miscellaneous clarifier parts was publicly advertised. One response to the request was received from Envirodyne Systems Inc. Therefore, the Executive Director is recommending that the Board award a contract to Furnish and Deliver Clarifier Parts to Envirodyne Systems Inc. for a total not to exceed contract amount of \$28,207.92.

MOTION: Upon motion of Mr. Holley, seconded by Mr. Strano, the Board unanimously approved contract award to Furnish and Dellver Clarifiers Parts to Envirodyne Systems Inc. in the sum of \$28,207.92. (Resolution #34-19 attached)

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

Awarding a Contact for Maintenance/Warranty Services for Three Neuros Blowers

The Executive Director stated that the Authority is in need to obtain maintenance and warranty services for three Neuros Blowers. The Authority awarded a one year contract to APG-Neuros last year in the sum of \$55,000 with the option to renew for two additional one year periods at the same cost. The proposal includes an annual preventative maintenance service visit and remote technical support. Therefore, the Executive Director and Staff are recommending award of a contract to APG-Neuros in the amount of \$55,000 for a one year period commencing April 8, 2019, with the option to extend for final additional one year period at the discretion of the Authority, for a maximum contract term of three years.

MOTION: Upon motion of Mr. Strano, seconded by Mr. Holley, the Board unanimously approved contract award to APG-Neuros for maintenance and warranty services for three (3) Neuros Blowers in the amount of \$55,000 for a one year period commencing April 8, 2019 with the option to extend for final additional one year period at the discretion of the Authority, for a maximum contract term of three years. (Resolution #35-19 attached)

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

BIDS AND PURCHASES (continued)

Authorization the Purchase of Electricity Supply for Public Use on an online Auction Website

The Executive Director stated that the Authority is the Lead Agency of the Linden Roselle Sewerage Authority Cooperative Pricing System of which City of Linden and Housing Authority are part of. Authority determined that the purchase of electricity supply for public use in order to procure electricity through the online auction services of EMEX, LLC, as approved vendor is in the best interest of LRSA. Therefore the Executive Director is recommending that the Board authorize him to execute on behalf of the Linden Roselle Sewerage Authority Cooperative Pricing System any electricity one year contract offered by the participating supplier that submits the winning bid in the EMEX Reverse Auction if the auction achieves a price that is determined to be in the best interest of the Cooperative.

MOTION: Upon motion of Mr. Armstead, seconded by Mr. Mikolajczyk, the Board unanimously approved Resolution authorizing the Purchase of Electricity Supply Services for Public use on an Online Auction Website If the auction achieves a price that is determined to be in the best interest of the Cooperative, and authorizing the Executive Director to execute on behalf of the Linden Roselle Sewerage Authority Cooperative Pricing system any electricity one year contract offered by the participating supplier that submits the winning bid in the EMEX Reverse Auction. (Resolution #36-19 attached)

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

Award of Contract for Engineering Design and Bid Services for the Retrofit of the UV Disinfection System and Plant Water Pump Project

The Executive Director stated that the Authority requested a proposal from CDM Smith to provide Design and Bid Services for the Retrofit of the UV Disinfection System and Plant Water Pumps Project. CDM Smith has submitted a proposal for these services in the amount of \$504,985. Therefore, the Executive Director recommends that the Board award a contract to CDM Smith for Engineering Design & Bid Services for Retrofit of the UV Disinfection System and Plant Water Pumps in the amount not to exceed \$504,985 as it is in the best interest of the Authority.

MOTION: Upon motion of Mr. Strano, seconded by Mr. Armstead the Board unanimously approved Resolution awarding a Contract for Engineering Design and Bid Services for the Retrofit of the UV Disinfection System and Plant Water Pump Project to CDM Smith in the amount of not to exceed \$504,985. (Resolution #37-19 attached)

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

Recommendation to Award Contract for Removal, Transportation and Disposal of Grit and Screening

The Executive Director stated that bid specifications were developed for the Removal, Transportation and Disposal of Grit and Screenings for a two year contract period. One bid was received and it was determined that the bid submission from Spectraserv, Inc., of \$81,928.80 for two years was both responsible and responsive. Therefore, the Executive Director and Staff are recommending awarding a two year contract for the Removal, Transportation and Disposal of Grit and Screenings to Spectraserv Inc., in the sum of \$81,928.80.

MOTION: Upon motion of Mr. Holley, seconded by Mr. Mikolajczyk, the Board unanimously approved Resolution awarding contract for Removal, Transportation and Disposal of Grit and Screening for a two year period with Spectraserv Inc., for the total contract amount of \$81,928.80. (Resolution #38-19 attached)

BUSINESS AGENDA (continued)

Recommendation to Award Contract for Removal, Transportation and Disposal of Grit and Screening (cont.)

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

Authorizing Purchase of a new Vehicle from ESCNJ Cooperative Pricing System

The Executive Director stated that the Authority currently has two old vehicles which are in poor condition and not reliable. Therefore the Authority desires to purchase one (1) new 2019 Chevrolet Equinox AWD LS from authorized vendor under the Educational Services Commission of New Jersey Cooperative Pricing System. The Executive Director and Staff are recommending that the Board authorize purchase one (1) new 2019 Chevrolet Equinox AWD LS from Mall Chevrolet, Inc. from the ESCNJ Cooperative Pricing System for an amount not to exceed \$27,464.08.

MOTION: Upon motion of Mr. Mikolajczyk, seconded by Mr. Armstead, the Board unanimously approved Resolution authorizing purchase one new 2019 Chevy Equinox AWD LS from an authorized vendor under the Educational Services Commission of New Jersey Cooperative Pricing System as it is in the best interest of the Authority for an amount not to exceed \$27,464.08 (Resolution #39-19 attached)

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

Recommendation to award Annual Insurance Package

Executive Director stated that Acrisure, LLC was awarded a contract to provide Insurance Brokerage and Consultant Services to the Authority. Acrisure has submitted proposals and recommendations for insurance coverage for the Authority commencing April 1, 2019. Based on the Broker's recommendation the most favorable was American Alternative for General Liability, Automobile Liability and Property Damage; New Jersey Manufacturer Co., for Workers Compensation and Willis of New Jersey, Inc. for a Bond covering the Treasurer. Therefore the Executive Director is recommending the award of the following contracts for the period April 1, 2019 through March 31, 2020 to:

1. Acrisure, LLC in the amount of \$226,694.00 for Authority's coverage including; General Liability, Automobile Liability and Physical Damage, Bonds & Public Official Liability.
2. New Jersey Manufacturers Insurance Company in the amount of \$166,496.00 for Workers Compensation Liability.

MOTION: Upon motion of Mr. Holley, seconded by Mr. Strano, the Board unanimously approved Resolution awarding Annual Insurance Contracts to Acrisure, LLC, New Jersey Manufacturers Insurance Co. and Willis of New Jersey, Inc. in a total amount of \$393,190.00 for the period April 1, 2019 through March 31, 2020 as presented. (Resolution #40-19 attached).

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

ENGINEERS REPORT

Engineer added to his report that funding/hot money for the projects the Authority has to evaluate all buildings over 50 years old in order to receive from State grant money for improvements. No questions of the Engineer's report.

PUBLIC COMMENT

Roselle resident, Anthony Esposito asked a question "If a business is a car repair facility and that business is washing the cars on the public street and water goes to the storm water system; is this a legal use of street or if isn't legal resident asked, where he can go and complain?"

The Executive Director stated that the Governor signed legislation to assist with this matter, also that he does not have any jurisdiction over the matter. The City of Linden or Borough of Roselle would address this matter through Code Enforcement.

Linden resident, Craig Halloran asked in regards renewal of Grit and Screening contract with Spectraserv, does the Authority has a back-up plans to maintain disposal due to prior else problem which Spectraserv had due to damage of the equipment. Superintendent stated that this is the first time Authority is using Spectraserv for grit and screening and we are not aware of any problems.

Secondly, Mr. Halloran asked "has LRSA given any thought to including information about effects of rain on flow rates in the sewerage bills this year?" The Executive Director stated that he was thinking about it but first he will be discussing this with Mayor and City Council.

Lastly, Mr. Halloran asked if the drop in BOD loading was directly due to the shutdown of Capital Foods and/or the lower wasting and sludge production also to the introduction of peat moss solution. Superintendent stated that Authority has not used the prodex material since January of 2019.

Chairman concluded in regards to the above resident questions that the Authority is trying to accommodate to answer all of them, however this portion of the meeting is for Public Comment. Executive Director stated that the best way to get answer to any questions is via email, mail and or by phone call.

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. Strano the Board unanimously approved payment of the Operating Bills in the amount of \$1,072,183.19 (Resolution attached).

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

Renewal and Replacement Fund

MOTION: Upon motion of Mr. Strano, seconded by Mr. Holley the Board unanimously approved payment of the Renewal and Replacement Bills in the amount of \$65,513.07 (Resolution attached).

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

Mr. Holley stated that he appreciate receiving the meeting agenda material electronically.

ADJOURNMENT

MOTION: Upon motion of Mr. Holley, 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 Wednesday, April 24, 2019 at 12:00 P.M. in the office of the Authority.

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