

## THE LINDEN ROSELLE SEWERAGE AUTHORITY

The minutes of the regular meeting held on Wednesday, May 22, 2019 at 12:08 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 12/28/18 to the Local Source, Star Ledger, Home News Tribune, and to the municipal clerks of Linden and Roselle for posting in a public place.

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**Present:** Ralph Strano, Chairman; Edward Mikolajczyk, Treasurer; Derek Armstead, Secretary; James Moore, Alternate Member; Reginald Atkins, Alternate Member via phone;

**Absent:** Mayor Armstead, Secretary and Jamel Holley, Vice Chairman;

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

**Visitor(s):** None

Chairman announce that the regular monthly Board Meeting scheduled for 12:00 PM Wednesday, June 26, 2019 has been rescheduled to commence at 12:00 PM Tuesday, June 18, 2019 at the Authority's Offices.

**MOTION:** Upon motion of Mr. Atkins, and seconded by Mr. Mikolajczyk, the Board unanimously appointed Mr. Moore as an Acting Secretary for this Board Meeting.

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

**MOTION:** Upon motion of Mr. Mikolajczyk, seconded by Mr. Moore, the Board approved the minutes of the April 24, 2019 Regular Board Monthly Meeting.

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

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

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

**BUSINESS AGENDA**

**Resolution #53-19**

**Authorizing to file a Loan Application with NJDEP and NJIB for Phase V Building Improvements Project**

The Executive Director stated that Resolution #53-19 authorizing to file a Loan Application with NJDEP and NJIB for Phase V Building Improvements Project gives the Executive Director authorization to act as the Authorized Representative to represent the Authority in all matters relating to the project undertaken pursuant to the above referenced New Jersey Environmental Infrastructure Loan to be executed with the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Trust.

**MOTION:** Upon motion of Mr. Atkins, seconded by Mr. Moore, the Board unanimously approved Resolution #53-19 as read and presented. (Resolution #53-19 attached)

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

**Resolution #54-19**

**2019 Sewer Charge Reimbursement/Overpayment**

Executive Director stated that Resolution #54-19 is for 2019 Sewer Charge Reimbursement and/or Overpayment which authorizes the Executive Director to approve payment of the 2019 sewer charge refund monies, and as required the reimbursement of duplicate payments or overpayments for 2019, as requested by the Tax Collector. In addition, the Trustee be instructed to make payment covering these reimbursements from the General Fund upon the direction of the Executive Director as to the amounts and payees.

**MOTION:** Upon motion of Mr. Atkins, seconded by Mr. Mikolajczyk, the Board unanimously approved Resolution #54-19 as read and presented. (Resolution #54-19 attached)

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

**Resolution #55-19**

**Authorizing Approval of the Escrow Agreement with Accordia Realty for the review of the Tremley Point Tie-In**

Executive Director is requesting approval of the Escrow Agreement with Accordia Realty for the review of the Tremley point Tie-In, as Accordia owns real property at 4050 Tremley Point Road in Linden. Accordia desires a private sewer connection whereby it would tie-in to LRSA's Main Interceptor Sewer so that Accordia will be able to discharge its wastewater into LRSA's Manhole No.1 on the Main Interceptor Sewer. The Initial Escrow Cost has been reviewed by the Executive Director, Legal Representation and Engineer and the estimate cost will be \$15,000.00. In addition, Escrow Agreement will be subject to replenishment.

**MOTION:** Upon motion of Mr. Atkins, seconded by Mr. Moore, the Board unanimously approved Resolution #55-19 as read and presented. (Resolution #55-19 attached)

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

**BIDS & PURCHASES**

**Resolution #56-19**

**Awarding a contract for Technical Advisory Services to New Jersey Harbor Dischargers Group**

The Executive Director is requesting to award a contract for Technical Advisory Services to NJHDG, which has retained Great Lakes Environmental Center (GLEC), a professional consultant, to act as a technical advisor on matters relating to regulation of discharges to the NY/NJ Harbor Estuary Program. In review, the Clean Water Act empowers the United States Environmental Protection Agency (USEPA) to develop, in cooperation with other Federal and State agencies, comprehensive programs for the prevention, reduction or elimination of pollution of navigable waters. The USEPA, the NJDEP and New York Department of Environmental Conservation have initiated and coordinated the New York/New Jersey harbor Estuary Program to study the quality of the water in the New York/New Jersey Harbor. The Executive Director further said that based on that, the Sewerage and Municipal and County Utilities Authorities (total of 9) in New Jersey have formed a consortium known as the New Jersey harbor Dischargers Group (NJHDG) to address issues arising from the various studies performed under the Harbor Program. Therefore, the NJHDG wishes to enter into an Agreement with GLEC to provide certain Technical Advisory services for a one year period for the total cost of \$123,000.00, of which the LRSA's share is \$8,265.60.

**MOTION:** Upon motion of Mr. Moore, seconded by Mr. Strano the Board unanimously approved Resolution #56-19 as read and presented. (Resolution #56-19 attached)

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

**Resolution #57-19**

**Authorizing purchase of Progressive Cavity Pump**

The Executive Director is requesting approval to purchase a pump as it is necessary in order to replace the existing sludge transfer pump currently in service. Therefore, after a solicitation of quotes the Executive Director and Staff are recommending purchase of V-12 Progressive Cavity Pump from Reiner Pump Systems, Inc., for an amount not to exceed \$13,333.03.

**MOTION:** Upon motion of Mr. Atkins, seconded by Mr. Moore the Board unanimously approved Resolution #57-19 as read and presented. (Resolution #57-19 attached)

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

**Resolution #58-19**

**Awarding a contract to Furnish and Deliver Polymer for Effluent Clarification**

The Executive Director stated that Authority issued a request for bids to Furnish and Deliver Polymer for Effluent Clarification for a two-year period. One bid was received and it was determined that the bid submission from Polydyne, Inc., of \$73,800.00 for two years at a price of \$1.23 per pound was both responsible and responsive. Therefore, the Executive Director and Staff are recommending to award a contract to Polydyne, Inc., on its bid of \$73,800.00.

**MOTION:** Upon motion of Mr. Mikolajczyk, seconded by Mr. Atkins the Board unanimously approved Resolution #58-19 as read and presented. (Resolution #58-19 attached)

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

**BIDS & PURCHASES (continued)**

**Resolution #59-19**

**Authorizing Purchase of Laboratory Equipment from Fisher Scientific through the U.S. Communities National Cooperative**

The Executive Director stated that Authority has the need to purchase one new ICP-OES instrument for the Laboratory in order to endure accurate testing to meet NJDEP reporting requirements. Fisher Scientific was awarded Contract #C15-JL-12 through the U.S. Communities Governmental Purchasing Alliance, a National Cooperative. Therefore the Executive Director and Staff are recommending that it would be advantageous to purchase "ICAP7400 Duo" laboratory equipment from Fisher Scientific for an amount not to exceed \$81,166.71.

**MOTION:** Upon motion of Mr. Mikolajczyk, seconded by Mr. Moore the Board unanimously approved Resolution #59-19 as read and presented. (Resolution #59-19 attached)

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

**Resolution #60-19**

**Authorizing Award of Contract to provide Environmental Assessment Services in conjunction with Department of Housing and Urban Development Community Development Block Grant Disaster Recovery (HUD-CDBG-DR) Funding**

The Executive Director stated that Authority is in need to retain the services of a Consulting Engineer to develop an Environmental Review Record (ERR) by completing an Environmental Assessment in conformance with the requirements of the Department of Housing and Urban Development Community Development Block Grant for Disaster Recovery and the New Jersey Department of Environmental Protection National Environmental Policy Act. Authority requested a proposal from CDM Smith for the above services. Therefore, the Executive Director and Staff are recommending as it is in the best interest of the Authority are served by the selection of CDM Smith to provide these services for a sum not to exceed \$41,800.00. Authority has further resolved to pursue funding to cover all costs for these services, through application to the New Jersey Infrastructure Bank (NJIB).

**MOTION:** Upon motion of Mr. Atkins, seconded by Mr. Moore the Board unanimously approved Resolution #60-19 as read and presented. (Resolution #60-19 attached)

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

**Resolution #61-19**

**Authorizing Award of Contract for Design and Bid Engineering Services for the Replacement of Existing Emergency Generator Switchgear Project**

The Executive Director stated that Authority is in need to retain the services of a Consulting Engineer to provide design and bid services for the Replacement of the Existing 4,160 Volt Emergency Generator Switchgear Project. Authority requested proposal from CDM Smith for the above services. Therefore, the Executive Director and Staff are recommending as it is in the best interest of the Authority are served by the selection of CDM Smith to provide these services for a sum not to exceed \$299,305.00. Authority has further resolved to pursue funding to cover all costs of these design and bid services, through application the NJ Infrastructure Bank (NJIB).

**MOTION:** Upon motion of Mr. Atkins, seconded by Mr. Moore the Board unanimously approved Resolution #61-19 as read and presented. (Resolution #61-19 attached)

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

**SUPERINTENDENT'S REPORT**

Superintendent presented to the Board his monthly report (see attached report).  
Superintended added to his report in regards to the collection system that in the near future NJDEP will be making major changes to permitting and reporting. Nothing is set yet. As we know more we will keep the Board updated.  
No questions of the Superintendent's report.

**ENGINEERS REPORT**

Engineer added to his report in regards to 2018 Air Compliance Services that CDM Smith submitted a draft emissions statement to the Authority for a review and/or any comments, with the final submission to the State by June 15, 2019.  
No questions of the Engineer's report.

**PUBLIC COMMENT**

No public in attendance.

**BILLS AND CLAIMS**

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

**Operating Fund**

**MOTION:** Upon motion of Mr. Atkins, seconded by Mr. Moore the Board unanimously approved payment of the Operating Bills in the amount of \$704,440.14 (Resolution attached).

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

**Renewal and Replacement Fund**

**MOTION:** Upon motion of Mr. Atkins, seconded by Mr. Moore the Board unanimously approved payment of the Renewal and Replacement Bills in the amount of \$34,306.94 (Resolution attached).

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

**ADJOURNMENT**

**MOTION:** Upon motion of Mr. Atkins, seconded by Mr. Mikolajczyk, the meeting was adjourned at 12:40 P.M. and it was ordered that the monthly Board Meeting of the LRSA be held on Tuesday, June 18, 2019 at 12:00 P.M. in the office of the Authority.

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

**THE LINDEN ROSELLE SEWERAGE AUTHORITY**

**MONTHLY RECEIPTS**

*April 1, 2019 - April 30, 2019*

**REVENUE FUND**

**Non-Major User**

City of Linden 148,298.57

**Municipality**

0.00

**Major Industry Users**

Safety Kleen (2018 Capacity Fee) 2,158.56

**Miscellaneous**

PSE&G (Mo. Effluent March-19) 20,892.00

**Total Revenue Fund** \$171,349.13

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**OPERATING FUND**

Northfield Transfer 650,000.00

**Total Operating Fund** \$650,000.00

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**Escrow Account**

Greek Development (formerly LPH) 69,212.11

JVM Sales 25,000.00

Aries 0.00

**Ending Balance as of 05/03/19** \$94,212.11

**LINDEN ROSELLE SEWERAGE AUTHORITY  
EXECUTIVE DIRECTOR'S REPORT  
May 22, 2019**

**DEPARTMENTS**

**A. MONITORING DEPARTMENT**

1. All Annual Sludge Reports were filed on time with the NJDEP and EPA.
2. We met with Merck on Thursday, May 16, 2019 and agreed to accept 1.75 MGD, which is the daily average for the month, which is down from their original request of 2.25 MGD.
3. The Authority conducted the annual IPP Inspection at Unitex on April 17, 2019.
4. The Authority conducted the annual IPP Inspection at Merck on April 30, 2019.
5. PSEG Effluent Reuse is down from an average of 3.62 MG in 2018 to 3.37 MG in March 2019.
6. The rainfall for April 2019 was 3.74", which is 12.3% more than the March 2019 total of 3.33". The rainfall for 2019 to date is 12.87" compared to 14.01" for the same timeframe in 2018.

**B. BUSINESS DEPARTMENT**

1. **Revenue**  
Residential billing revenue in the amount of \$102,960.03 was received in April 2019 along with \$11,539.48 in interest payments and \$5,897.65 in prepayments. Also \$23,050.56 received in Industrial payments (i.e. effluent, capacity fee).
2. **Expenses**  
Currently O & M Expenses YTD as of April 30, 2019 is \$3,031,371 or approximately 32.25% of the total annual budget for O & M.
3. **Audit**  
The 2018 Audit is almost completed, and the Authority is waiting on the draft report.
4. **2019 FDS**  
All required personnel have submitted their 2019 Financial Disclosure Statement.

Respectfully submitted,



David G. Brown II  
Executive Director

# Superintendents Report to the Board

## May 2019

### Highlighting Departments

#### Operations:

1. Plant performance – The plant operated well during April 2019 meeting all permit limits.
2. We did not Barged in April. We are estimating our next barging will be sometime in June.
3. Flows were an average 10.9 MGD with maximum daily flow 18 MGD
4. Our TSS percent removal was 92.2 %
5. Since Capital Foods creased operations we have seen:
  - A 64.4% reduction of BOD monthly average concentration from 298 mg/l in January 2019 to 106 mg/l in March 2019
  - An average BOD loading reduction of 62.6% from 33,181 lbs./Day in January 2019 to 12,403 lbs./Day in March 2019
  - A dramatic increase in the MLSS settling rate
  - A reduction of our SVI from 97 in January to 83 in March (or a 14.4% decrease)
  - A massive reduction in Amoeboid counts in the Mixed Liquor. High Amoeboid counts have been associated with high very soluble BOD levels and hinders settling
  - Our Total Organic Carbon (TOC) concentrations have decreased from an average of 124 mg/l to 34.9 mg/l, for a 71.8 % reduction
  - Our average concentration of effluent Total Suspended Solids (TSS) decreased from 26 mg/l to 10 mg/l, a 61.5 % reduction
  - Our TSS removal percent increased 13.5%, from 79.7% to 92.2%
  - A dramatic reduction in sludge production.

#### Maintenance:

1. Performed Monthly Preventive Maintenance, electrical safety checks and normal packing maintenance.
2. preformed ladder inspections
3. worked on flume air line and replacing drop pipes
4. gas valves on heat exchanger# 2 worked on
5. repaired overhead crane at UV
6. Rebuilt Several Fire Hydrants.

#### Laboratory:

1. The DO meter was repaired
2. Mercury samples were sent to outside lab and the results came back as Non-Detect.
3. All monthly quality controls were completed
4. The Spectrophotometer needs to be serviced
5. All quarterly checks and QC QA are in progress
6. The annual PT Study closed April 25 with successful results for all parameters.



Respectfully Submitted,  
Jeffrey A. Williams Superintendent