

The regular meeting of the Ewing-Lawrence Sewerage Authority was held on Tuesday, December 18, 2018 at 12:00 P.M. at 600 Whitehead Road, Lawrenceville, New Jersey 08648.

Present: Messrs. Cermele, Colavita, Lee, Muzaffar and Vereen and S. Robert Filler, Executive Director; W. Barry Rank, Esquire.

Absent and excused: Mr. Geter.

Also attending: Allan Jacobs of Jacobs Environmental, Inc.; Vance Stephens, ELSA Administrative Officer; Russell Forsythe, ELSA Foreman of Pumping Stations; Tony Ramsey, Foreman of Maintenance; Eric Harrell, Safety Coordinator; William Hill, Maintenance Supervisor; Mark Colavita, Operations Supervisor and Michael Post, Laboratory Supervisor.

Mr. Vereen called the meeting to order and Mr. Filler gave the invocation. After the Pledge of Allegiance, Mr. Vereen advised that all requirements of the Local Public Meetings Act have been met. He also advised that any contracts awarded today would comply with the requirements of P.L. 1975, c. 127 (N.J.A.C. 17:27).

Res. 99:18. On motion of Mr. Colavita and seconded by Mr. Cermele and unanimously carried the public hearing on revisions to the Construction Rules and Regulations was opened.

There were no public comments.

Res. 100:18. On motion of Mr. Cermele and seconded by Mr. Muzaffar and unanimously carried the public hearing on the revisions to the Construction Rules and Regulations was closed.

Res. 101:18. On motion of Mr. Colavita and seconded by Mr. Cermele it was moved that the revisions to the Authority's Construction Rules and Regulations be approved.

The above resolution was adopted on the following roll call vote:

Ayes: Messrs. Cermele, Colavita, Lee, Muzaffar and Vereen.

Nays: None.

Absent: Mr. Geter.

Res. 102:18. On motion of Mr. Colavita and seconded by Mr. Cermele and unanimously carried the public hearing on the 2019 Budget was opened.

There were no public comments.

Res. 103:18. On motion of Mr. Cermele and seconded by Mr. Muzaffar and unanimously carried the public hearing on the Authority's 2019 Budget was closed.

Res. 104:18. On motion of Mr. Colavita and seconded by Mr. Lee it was moved that the following resolution be adopted:

2019 ADOPTED BUDGET RESOLUTION

Ewing Lawrence Sewerage Authority

FISCAL YEAR: FROM: January 1, 2019 TO: December 31, 2019

WHEREAS, the Annual Budget and Capital Budget/Program for the Ewing Lawrence Sewerage Authority for the fiscal year beginning January 1, 2019 and ending, December 31, 2019 has been presented for adoption before the governing body of the Ewing Lawrence Sewerage Authority at its open public meeting of December 18, 2018; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 14,861,134.00, Total Appropriations, including any Accumulated Deficit, if any, of \$ 15,461,134.00 and Total Unrestricted Net Position utilized of \$ 600,000.00; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$ 2,675,000.00 and Total Unrestricted Net Position planned to be utilized of \$1,675,000.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Ewing Lawrence Sewerage Authority, at an open public meeting held on December 18, 2018 that the Annual Budget and Capital Budget/Program of the Ewing Lawrence Sewerage Authority for the fiscal year beginning, January 1, 2019 and, ending, December 31, 2019 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

The above resolution was adopted on the following roll call vote:

Ayes: Messrs. Cermele, Colavita, Lee, Muzaffar and Vereen.

Nays: None.

Absent: Mr. Geter.

Mr. Vereen, Mr. Filler and the Board congratulated Tony Ramsey and Eric Harrell on their upcoming retirements and thanked them for their service to ELSA. Both will be retiring on December 31, 2018.

Res. 105:18. On motion of Mr. Colavita and seconded by Mr. Muzaffar it was moved that the November 13, 2018 minutes be approved as presented.

The above resolution was adopted on the following roll call vote:

Ayes: Messrs. Cermele, Colavita, Lee, Muzaffar and Vereen.

Nays: None.

Absent: Mr. Geter.

Res. 106:18. On motion of Mr. Colavita and seconded by Mr. Muzaffar it was moved that the November 2018 Flow, Maintenance and Connection Reports be filed.

The above resolution was adopted on the following roll call vote:

Ayes: Messrs. Cermele, Colavita, Lee, Muzaffar and Vereen.

Nays: None.

Absent: Mr. Geter.

Res. 107:18. On motion of Mr. Muzaffar and seconded by Mr. Lee it was moved that the November 13, 2018 Schedule of Bills in the total amount of \$1,356,984.76 be accepted.

The above resolution was adopted on the following roll call vote:

Ayes: Messrs. Cermele, Colavita, Lee, Muzaffar and Vereen.

Nays: None.

Absent: Mr. Geter.

There was no public participation.

Mr. Filler updated the Board on the status of the Regional Sludge Management Facility and advised that the first digester on Duck Island is scheduled for startup in January 2019.

Mr. Filler reported that bids were received on November 14, 2018 for Maintenance, Emergency Service, Replacements and/or Additions to the Authority's Generators. Bids received are as follows:

Atlantic Switch and Generator Hainesport, NJ	\$805.00 per semi-annual inspection \$ 80.00 per hr (regular rate) \$100.00 per hr (overtime) \$100.00 per hr (double time) Material Handling Charge – 10% \$15,910.00 Estimated Annual Cost
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Power Equipment Co. Moorestown, NJ	\$2760.00 per semi-annual inspect \$ 100.00 per hr (regular rate) \$ 150.00 per hr (overtime) \$ 200.00 per hr (double time) Material Handling Charge – 10% \$23,820.00 Estimated Annual Cost
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EMR Power Systems	\$5850.00 per semi-annual inspect
Trenton, NJ	\$ 200.00 per hr (regular rate)
	\$ 300.00 per hr (overtime)
	\$ 400.00 per hr (double time)
	Material Handling Charge – 10%
	\$45,000.00 Estimated Annual Cost

The low bidder failed to submit a required document with their bid. Due to this discrepancy in the bid submitted by Atlantic Switch and Generator and in light of the disparity in prices between the two lowest bidders, Mr. Filler recommended that all bids received be rejected and that the project be re-bid.

Res. 108:18. On motion of Mr. Muzaffar and seconded by Mr. Cermele it was moved that all bids received on November 14, 2018 for Maintenance of Generators be rejected and that the project be re-bid in light of the failure of the low bidder to submit a required document and because of the disparity in prices between the two lowest bidders

The above resolution was adopted on the following roll call vote:
 Ayes: Messrs. Cermele, Colavita, Lee, Muzaffar and Vereen.
 Nays: None.
 Absent: Mr. Geter.

Res.109:18. On motion of Mr. Cermele and seconded by Mr. Muzaffar it was moved that the following meeting schedule be approved:

SCHEDULE OF REGULAR MEETING DATES

2019 - 2020

12:00 P.M.

2019 JANUARY 15TH

FEBRUARY 19th (REORGANIZATION & REGULAR)

MARCH 19th

APRIL 16TH

MAY 21ST

JUNE 18TH

JULY 16th

AUGUST 20th

SEPTEMBER 17TH

OCTOBER 15TH

NOVEMBER 19th

DECEMBER 17TH

2020 JANUARY 21st

FEBRUARY 18TH (REORGANIZATION & REGULAR)

The above are the third Tuesdays of each month. All meetings will be held at 600 Whitehead Road, Lawrenceville, New Jersey 08648.

The above resolution was adopted on the following roll call vote:

Ayes: Messrs. Cermele, Colavita, Lee, Muzaffar and Vereen.

Nays: None.

Absent: Mr. Geter.

Mr. Filler reported that bids were received on November 28, 2018 for furnishing Calcium Hydroxide. The only bid received was:

Univar USA, Inc.	\$1.39 per gallon
Middletown, PA	\$208,500.00 Est Annual Cost

Mark Colavita recommends that the contract be awarded to Univar USA, Inc. as the lowest, responsible, responsive bidder.

Res. 110:18. On motion of Mr. Cermele and seconded by Mr. Lee it was moved that the contract for furnishing Calcium Hydroxide be awarded to Univar USA, Inc. of Middletown in accordance with their bid received on November 28, 2018 at \$1.39 per gallon as the lowest, responsible, responsive bidder.

The above resolution was adopted on the following roll call vote:

Ayes: Messrs. Cermele, Colavita, Lee, Muzaffar and Vereen.

Nays: None.

Absent: Mr. Geter.

Res. 111:18. On motion of Mr. Cermele and seconded by Mr. Colavita it was moved that the Authority grant non-union personnel a 2.5% salary increase for 2019.

The above resolution was adopted on the following roll call vote:

Ayes: Messrs. Cermele, Colavita, Lee, Muzaffar and Vereen.
Nays: None.
Absent: Mr. Geter.

Mr. Stephens reported that the Authority received proposals for renewal of its general and workers' compensation insurance for 2018. The current broker, Willis Towers Watson of NJ, was the only one to submit a proposal. The proposal amount was \$123,288.63 or a decrease of \$1,462.40 over the current coverage. NJM Insurance Company's premium increased \$6,660.00 from the 2018 policy year for a total cost of \$199,446.00. Mr. Stephens recommend accepting the proposals submitted by Willis of NJ and NJM Insurance Company.

Res. 112:18. On motion of Mr. Colavita and seconded by Mr. Cermele it was moved that the Authority accept the proposal submitted by Willis Towers Watson of NJ to provide the 2019 general insurance coverage in the amount of \$123,288.63 and the proposal from New Jersey Manufacturers Insurance Company to provide Workers Compensation coverage in the amount of \$199,446.00.

The above resolution was adopted on the following roll call vote:
Ayes: Messrs. Cermele, Colavita, Lee, Muzaffar and Vereen.
Nays: None.
Absent: Mr. Geter.

Mr. Filler advised that the Authority received a 30-day time extension request from National Water Main Cleaning Co. for the Landwehr Easement Sewer Rehabilitation project due to a high water level in pipe, roots in the sanitary sewer line and the inability to gain access to the last three sections of pipe in the Erini Restaurant parking lot until after December 31, 2018. Mr. Jacobs advised that the contractor has completed a little over 3000 ft with 4000 ft expected by the end of the week. He noted that Star Drive was not included in the original contract, but because the project is currently under budget he suggested that ELSA include Star Drive as part of this project. Mr. Jacobs said that he believed the project would not go over budget with this additional work, but a change order would be required to change the scope of the project. The Board agreed with Mr. Jacobs' suggestion.

Res. 113:18. On motion of Mr. Cermele and seconded by Mr. Muzaffar it was moved that the Authority grant a 30-day time extension request to National Water Main Cleaning Co. for the Landwehr Easement Sewer Rehabilitation project due to a high water level in pipe, roots in the sanitary sewer line and the inability to gain access to the last three sections of pipe in the Erini Restaurant parking lot until after December 31, 2018.

The above resolution was adopted on the following roll call vote:
Ayes: Messrs. Cermele, Colavita, Lee, Muzaffar and Vereen.
Nays: None.
Absent: Mr. Geter.

Mr. Filler reported:

1. The Authority had a major exceedance (42%) of Ammonia Loading in May 2018 which calls for a mandatory penalty. The Authority has the option of accepting the standard penalty or negotiating a settlement. The Board directed that the Executive Director attempt to negotiate a settlement of the penalty with NJDEP.
2. He and Vance Stephens appeared before Ewing Township Council on December 10, 2018 to discuss ELSA's 2019 Budget and Annual Charge.

Mr. Vereen, Mr. Filler and the Board congratulated Russell Forsythe on his upcoming retirement and thanked him for his service to ELSA. He will also be retiring on December 31, 2018.

3. A mediation session with Local 172 was held on Monday, December 17, 2018.
4. He and Mr. Rank are working on revisions to the Authority's Administrative Manual.

Mr. Jacobs commented that NJDOT is working on the Route 1 Quakerbridge Road Overpass project and was looking for a copy of the signed contract.

Res. 114:18. On motion of Mr. Colavita and seconded by Mr. Lee and unanimously carried, the meeting was adjourned at 1:20 P.M.

Secretary