

The regular meeting of the Ewing-Lawrence Sewerage Authority was held on Tuesday, December 20, 2022, at 12:00 P.M. at 600 Whitehead Road, Lawrenceville, New Jersey 08648.

Present: Messrs. Geter, Kownacki, Lee, Muzaffar and Vereen; S. Robert Filler, Executive Director, Vance Stephens, Administrative Officer and W. Barry Rank, Esquire.

Absent and Excused: John T. Ryan.

Also attending: Representatives of JD Sound & Video, Allan Jacobs of Jacobs Environmental Consulting, Martin Gliem, ELSA Maintenance Supervisor and Edward Crutchley, ELSA Mechanic.

Representatives of JD Sound & Video gave a demonstration of a new sound and video system being considered by Authority staff. ELSA members were given the opportunity to ask questions about the system.

The meeting began at 12:30 pm.

Mr. Muzaffar called the meeting to order and Mr. Filler gave the invocation. After the Pledge of Allegiance, Mr. Muzaffar 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. 100:22. On motion of Mr. Geter and seconded by Mr. Kownacki and unanimously carried it was moved that the November 15, 2022 Minutes be approved.

Res. 101:22. On motion of Mr. Kownacki and seconded by Mr. Vereen and unanimously carried it was moved that the November Flow, Maintenance and Connection Reports be filed.

Res. 102:22. On motion of Mr. Kownacki and seconded by Mr. Ryan and unanimously carried it was moved that the December 20, 2022, Schedule of Bills in the total amount of \$1,333,026.18 be accepted.

There were no public comments.

Mr. Filler advised that the Regional Sludge Management Committee would be meeting December 21, 2022 via zoom; that Trenton Bio-Gas was current in their payments and were now processing 300 tons of food waste daily.

Mr. Stephens advised that proposals were received for the Authority's general insurance coverage. The process began with four local brokers, three of which withdrew prior to the end of the process. In the end, only the incumbent broker, Willis Towers Watson submitted a proposal.

This proposal offers coverage comparable to the Authority's current coverage with a premium totaling \$143,471.91, an increase of \$5,675.00 over the prior year. Mr. Stephens recommended that the Authority accept Willis' proposal at a cost of 143,471.91.

In addition, Mr. Stephens recommends that the Authority continue with New Jersey Manufacturers Insurance Company for its Workers' Compensation Insurance at a cost of \$126,492.00 for 2023 representing a decrease of \$31,589.00 in comparison to the current years' premium.

Res. 103:22. On motion of Mr. Vereen and seconded by Mr. Geter and unanimously carried it was moved that the Authority accept the proposal from Willis Towers Watson for renewal of the Authority's property insurance coverage for 2023 in the amount of \$143,471.91 and accept the proposal submitted by New Jersey Manufacturers Insurance Company for its Workers' Compensation Insurance for 2023 in the amount of \$126,492.00.

Res. 104:22. On motion of Mr. Kownacki and seconded by Mr. Lee and unanimously carried the following meeting schedule was adopted:

SCHEDULE OF REGULAR MEETING DATES

2023 - 2024

12:00 P.M.

2023 JANUARY 17th
FEBRUARY 21st (REORGANIZATION & REGULAR)
MARCH 21st
APRIL 18th
MAY 16th
JUNE 20th
JULY 18th
AUGUST 15th
SEPTEMBER 19th
OCTOBER 17TH
NOVEMBER 21st
DECEMBER 19th
2024 JANUARY 16th
FEBRUARY 20th (REORGANIZATION & REGULAR)

Mr. Filler asked the Board to now consider salary increases for ELSA staff for the year 2023 in the amount of 2.6% commensurate with the amount to be received with ELSA Union employees.

Res. 105:22. On motion of Mr. Kownacki and seconded by Mr. Lee and unanimously carried, it was moved that ELSA non-union staff shall receive a 2.6 % salary increase beginning January 1, 2023.

Mr. Filler advised that the Authority was in receipt of an estimate from Woods Machinery Equipment via Sourcewell for the purchase of a Bobcat Skid Steer.

Res. 106:22. On motion of Mr. Kownacki and seconded by Mr. Lee and unanimously carried it was moved that the Authority proceed with the purchase of a Bobcat Skid Steer through Sourcewell.

Mr. Jacobs advised that he had reviewed the application of Port Mercer Canal House to connect to the sewerage system in Lawrence Township and eliminate a septic tank; and

Res. 107:22. On motion of Mr. Kownacki and seconded by Mr. Lee and unanimously carried the following resolution was presented for adoption:

WHEREAS, PORT MERCER CANAL HOUSE proposes to connect to the ELSA sewer System in Lawrence Township as follows:

The applicant proposes to construct a 4" PVC sewer with three cleanouts to a sewer lift station connecting to a 579-foot force main 1.25" HPDE and discharging into an existing manhole behind Lot 21 on Flanigan Street. The project will eliminate a septic tank; and

WHEREAS, the EWING-LAWRENCE SEWERAGE AUTHORITY (the "Authority") considered the application of the Developer to connect its proposed facility to the Authority's sewerage system;

NOW, THEREFORE BE IT RESOLVED that the proposed connection for the Developer's proposed Development to the Authority's sewerage system is approved, subject to the following conditions:

1. The Developer, at its own cost, shall provide "as-built" plans for the sewerage system in a manner acceptable to the Authority's Engineer prior to the issuance of a Certificate of Occupancy by the Township.

2. The Developer, at its own cost, shall provide all necessary easements to the Authority upon the request of the Authority.

3. The Developer shall revise its utility plans in accordance with such recommendations as the Authority's Engineer shall specify.

4. The Executive Director is hereby authorized to execute all forms necessary to obtain a NJDEP Permit.

5. The Authority hereby endorses this project and further certifies that said project meets the 208 Wastewater Management Plan requirements and expects to continue to meet the NJPDES Permit requirements.

6. This preliminary approval granted pursuant to this Resolution shall expire ninety (90) days from the date hereof.

7. The Developer shall pay the appropriate connection and inspection fees.

8. The sewers shall conform to the Authority's Rules and Regulations.

9. This approval is subject to acceptance of the comments and conditions outlined in Jacobs Environmental Consulting's letter dated December 6, 2022 and the approval of the Lawrence Township Planning Board.

Mr. Jacobs advised that he had reviewed the application for final approval submitted by Spruce Street Apartments to construct five residential apartments and a club house on Spruce Street adjacent to the Boys & Girls Club in Lawrence Township; and

Res. 108:22 On motion of Mr. Kownacki and seconded by Mr. Lee and unanimously carried the following resolution was presented for adoption:

WHEREAS, SPRUCE STREET APARTMENTS proposes to construct five residential apartments and a club house on Spruce Street adjacent to the Boys & Girls Club in LAWRENCE TOWNSHIP; and

WHEREAS, the EWING-LAWRENCE SEWERAGE AUTHORITY (the "Authority") considered the application of the Developer to connect its proposed facility to the Authority's sewerage system;

NOW, THEREFORE BE IT RESOLVED that the proposed connection for the Developer's proposed Development to the Authority's sewerage system is approved, subject to the following conditions:

1. The connection to the Authority's sewerage system is subject to a determination by the Authority and any responsible regulatory agency (e.g., the United States Environmental Protection Agency and the New Jersey Department of Environmental Protection) at the time of connection that there is adequate capacity in such system to serve the Developer's proposed Development.

2. In the event that the Authority is unable to serve the Developer's proposed development at the time of connection because of inadequate capacity or for any other reason, the Developer shall have no right of action or recourse against the Authority.

3. The Developer, at its own cost, shall provide "as-built" plans for the sewerage system in a manner acceptable to the Authority's Engineer prior to the issuance of a Certificate of Occupancy by the Township.

4. The Developer, at its own cost, shall provide all necessary easements to the Authority upon the request of the Authority.

5. The Developer shall revise its utility plans in accordance with such recommendations as the Authority's Engineer shall specify.

6. The Executive Director is hereby authorized to execute all forms necessary to obtain a NJDEP Permit.

7. The Authority hereby endorses this project and further certifies that said project meets the 201 Agency requirements and expects to continue to meet the NJPDES Permit requirements.

8. This final approval granted pursuant to this Resolution shall expire two (2) years from the date hereof.

9. The Developer shall pay the appropriate connection and inspection fees.

10. The sewers shall conform to the Authority's Rules and Regulations.

11. This approval is subject to acceptance of the comments and conditions outlined in Jacobs Environmental Consulting's letter dated December 7, 2022 and Lawrence Township Planning Board approval.

Mr. Filler reported that bids were received on December 7, 2022, for Instrumentation and Appurtenances Inspection, Calibration, Certification, Emergency Service, Replacements and/or Additions. The bid received was as follows:

Miller Energy Inc.,	\$1,545.00 per monthly inspection
South Plainfield, NJ	\$775.0000 per quarterly inspection
	\$175.00 labor (regular rate)
	\$175.00 labor (overtime)
	\$175.00 labor (double time)
	10% Material Handling Charge
	\$29,515.00 Estimated Annual Cost

Robert Jefferson recommends that the contract be awarded to Miller Energy Inc., as the lowest, responsible, responsive bidder.

Res. 109:22. On motion of Mr. Lee and seconded by Mr. Geter and unanimously carried, it was moved that the contract for Instrumentation and Appurtenances Inspection, Calibration, Certification, Emergency Service, Replacements and/or Additions be awarded to Miller Energy, Inc., for a one-year period in accordance with their bid received on December 7, 2022 as the lowest, responsible, responsive bidder. Funds are available per the Availability of Funds certification of the Administrative Officer.

Mr. Filler reported that bids were received on December 7, 2022, for Maintenance of Medium Voltage (formerly High Voltage) Electrical Equipment. The bids received were as follows:

Scott Testing, Inc. Hamilton, NJ	\$11,480.00 per annual inspection 163.00 per hour regular 190.00 per hour overtime 262.00 per hour double time 10% Material Handling Charge \$21,330.00 Estimated Annual Cost
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Longo Electrical Wharton, NJ	\$ 18,500.00 per annual inspection 172.00 per hr regular 172.00 per hr overtime 280.00 per hr double time 10% Material Handling Charge \$28,740.00 Estimated Annual Cost
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Martin Gliem recommends that the contract be awarded to Scott Testing, Inc., as the lowest, responsible, responsive bidder.

Res. 110:22. On motion of Mr. Kownacki and seconded by Mr. Vereen and unanimously carried, it was moved that the contract for Maintenance of Medium Voltage (formerly High Voltage) Electrical Equipment be awarded to Scott Testing, Inc., for a one-year period in accordance with their bid received on December 7, 2022 as the lowest, responsible, responsive bidder. Funds are available per the Availability of Funds certification

Mr. Filler reported that bids were received on December 7, 2022, for Maintenance of Mechanical Equipment. The bid received was as follows:

Municipal Maintenance
Cinnaminson, NJ

At Owner's Shop:

Labor (regular rate)	\$80.00/hr
Labor (overtime)	\$80.00/hr
Labor (double time)	\$80.00/hr

At Authority's Facilities

Labor (regular rate)	\$165.00/hr
Labor (overtime)	\$200.00/hr
Labor (double time)	\$200.00/hr
Material Handling Charge	10%
Performance Bond	\$100.00

Estimated Annual Cost \$88,075.00

Martin Gliem recommends that the contract be awarded to Municipal Maintenance, as the lowest, responsible, responsive bidder.

Res. 111:22. On motion of Mr. Geter and seconded by Mr. Kownacki unanimously carried, it was moved that the contract for Maintenance of Mechanical Equipment be awarded to Municipal Maintenance, for a one-year period in accordance with their bid received on December 7, 2022 as the lowest, responsible, responsive bidder. Funds are available per the Availability of Funds certification.

Mr. Filler reported that bids were received on December 7, 2022, for Welding & Lathe. The bid received was as follows:

A.C. Schultes, Inc.,
Woodbury Heights, New Jersey

At Owner's Shop:

Labor (regular rate)	\$50.00/hr
Labor (overtime)	\$55.00/hr
Labor (double time)	\$60.00/hr

At Authority's Facilities

Labor (regular rate)	\$125.00/hr
Labor (overtime)	\$130.00/hr
Labor (double time)	\$140.00/hr
Material Handling Charge	10%

Estimated Annual Cost \$15,950.00

Martin Gliem recommends that the contract be awarded to A.C. Schultes, Inc., as the lowest, responsible, responsive bidder.

Res. 112:22. On motion of Mr. Kownacki and seconded by Mr. Vereen and unanimously carried, it was moved that the contract for Maintenance of Mechanical Equipment be awarded to A.C. Schultes, Inc., for a one-year period in accordance with their bid received on December 7, 2022, as the lowest, responsible, responsive bidder. Funds are available per the Availability of Funds certification.

Mr. Filler updated the board as follows:

1. After discussion regarding the presentation by JD Sound and Video, additional information is needed before a system would be considered for purchase.
2. Nitrates- the latest 45 day extension granted would expire on January 12, 2023.
3. Synnergy – Gable Associates would be reviewing the new agreement and Mr. Rank would be responding thereafter
4. The Authority's 2023 budget would be presented to the ELSA Finance Committee before the next meeting.
5. The Personnel Committee would be attending a Grievance Hearing on January 10, 2023.
6. The Authority would be honoring David Yenchik on December 21, 2022. Mr. Yenchik is retiring December 31st after 28 years of service with the Authority. Simultaneously, the Authority would be hosting a Holiday luncheon for its employees. All are welcome to attend and congratulate Mr. Yenchik.

Res. 113:22. On motion of Mr. Lee and seconded by Mr. Kownacki and unanimously carried, the meeting was adjourned at 1:20 PM.

Submitted by Susan Dorio for the
Ewing Lawrence Sewerage Authority