

**RAHWAY VALLEY SEWERAGE AUTHORITY**

**Engineering Committee Meeting**

**Minutes**

**January 12, 2017**

Commissioner LaCosta, Engineering Committee Chairman, called the meeting to order at 7:41 p.m.

Commissioner LaCosta read the statement on “Open Public Meetings Law”.

“In accordance with the requirements of the Open Public Meetings Act, State of New Jersey, adequate notice of this meeting has been provided by the inclusion of the date, time and place in a Notice forwarded to The Star Ledger, the Home News Tribune and the Clerk of each of the eleven member municipalities on February 9, 2016 and again January 10, 2017..

If any member of this body believes that this meeting is being held in violation of the provisions of the Open Public Meetings Act, please state your objection and the reasons for same at this time.”

.... Hearing no objections, we shall proceed with our regularly scheduled meeting.

**Roll Call**

The following members were present:

Michael Furci	for the Township of Springfield
Michael J. Gelin	for the Township of Woodbridge
Stephen D. Greet	for the Borough of Garwood
Robert B. LaCosta	for the Township of Scotch Plains
Louis C. Lambe	for the Township of Cranford
Richard J. LoForte	for the Borough of Kenilworth
Robert Rachlin	for the City of Rahway
John J. Tomaine	for the Borough of Mountainside

The following members were absent:

Allen Chin	for the Town of Westfield
Michael Connelly	for the Borough of Roselle Park
Frank G. Mazzarella	for the Township of Clark

The following were also present:

James J. Meehan	Executive Director
Robert J. Materna	Secretary-Treasurer
Donna Corris	Human Resource Manager
Howard Matteson	Consulting Engineer, CDM Smith
Dennis A. Estis, Esq.	General Counsel, Greenbaum, Rowe, Smith
Dan Ward	Superintendent
John Buonocore	Chief Engineer
Anthony Gencarelli	Mgr. of Regulatory Compliance
Andy Sasso	Operations Manager

**New Business****Contract #173 – Codigestion/Liquid Waste**

Mr. Meehan stated that we are awaiting final signatures, which is pending approval by our risk manager.

**Amend Contract #1608 – Special Counsel Services for Contract #173**

Hawkins Delafield and Wood (HDW) was awarded a contract for services for the year 2016 related to the PPP in an amount of \$42,750.00 which was amended amended to \$138,559.08. Additional issues arose in the last quarter of 2016 requiring HDW to further negotiate with Waste Management. HDW is seeking an additional amendment to cover expenses in November and December of 2016 in the amount of \$10,000.00, total amended contract amount of \$148,559.08, which will close out the 2016 contract. The Commissioners recommended approval.

**Contract #1709 – Laboratory Services / Bioassay**

A Request For Proposal for Laboratory Services was sent to Eurofins QC Laboratories based on a Non-Fair and Open Process in accordance with N.J.S.A. 19:44A-20.5, et seq. The following proposal was received:

<u>Company</u>	<u>Amount</u>
Eurofins QC Laboratories Southampton, PA	\$13,800.00

There is a significant increase in cost over that of 2016 for two of the three tests proposed. The Authority has not needed to have either of these tests performed in the past 10 years, however, requested the quote just in case the testing is necessary. The total price for the one test that is required is \$3,000.00. The Authority utilized (paid Eurofins) \$2,800.00 of the \$6,200.00 contract in 2016. The proposal was found to be in order, and Joanne Grimes, QPA, recommends award of this contract to Eurofins QC Labs for a one year period in the amount of \$13,800.00. The Commissioners concurred.

**Contract #1710 – Laboratory Services / SQAR**

A Request For Proposal for Laboratory Services was sent to Aqua-Pro Tech Laboratories based on a Non-Fair and Open Process in accordance with N.J.S.A. 19:44A-20.5, et seq. The following proposal was received:

<u>Company</u>	<u>Amount</u>
Aqua-Pro Tech Laboratories Fairfield, NJ	\$50,732.00

Joanne Grimes, QPA, reviewed the sole proposal received, found it to be in order and recommends award of Contract #1709 to Aqua-Pro Tech Laboratories for a one year period in the amount of \$50,732.00. The Commissioners concurred.

Contract #1717-1 – Digester Gas Testing Services

A Request For Proposal for Digester Gas Testing Services was posted on the Authority’s website and on January 5, 2017 the following proposal was received:

<u>Company</u>	<u>Amount</u>
Atlantic Analytical Laboratory Whitehouse, NJ	\$43,865.00

Joanne Grimes, QPA, reviewed the sole proposal received, found it to be in order and recommends award of Contract #1717 to Atlantic Analytical Laboratory for a one year period in the amount of \$43,865.00. The Commissioners concurred.

Contract #1715 – Furnish & Deliver Caterpillar Parts

A Notice To Bidders was placed in the Star Ledger and on the Authority’s website for Contract #1715 – Furnish and Deliver Caterpillar parts for the Authority’s Cogeneration Engines. One contractor obtained a bid package and the following bid was received on January 5, 2017:

<u>Company</u>	<u>Amount</u>
Foley, Inc. Piscataway, NJ	\$1,624,141.28

Joanne Grimes, QPA, reviewed the sole bid received. All documentation was in order, however, Foley only bid on 103 of the 243 items included in the bid document. Ms. Grimes contacted Counsel regarding this matter and a recommendation is forthcoming.

Counsel stated that, in his opinion, the contract for the parts that were bid can be awarded and that the items that were not bid can be rebid. The Commissioners concurred with Counsel’s recommendation.

Contract #1720 – Sewer Cleaning

A Notice to Bidders was advertised in the Star Ledger and was posted on the Authority’s website. Three companies purchased bid packages and on January 5, 2017, two bids were received:

<u>Company</u>	<u>Amount</u>
All American Sewer Lodi, NJ	\$43,772.00
National Water Main Kearny, NJ	\$48,426.00

Joanne Grimes, QPA, reviewed the low bid, found it to be in order and recommends award of Contract #1720 to All American Sewer for a one year period in the amount of \$43,772.00.

Mr. Greet asked what the bid amount was in the previous contract. Mr. Meehan stated that this bid reflects a 12% increase.

As there was no further discussion, the Commissioners concurred with the recommendation.

### Monthly Reports

The Operations, Engineering Bills & Claims, Litigation Cost, and IPP reports have been received and were distributed to the Commissioners.

### **Report of Consulting Engineer**

This report covers the following work activities for the month of December 2016.

A. Retainer Services

During the period, CDM Smith prepared the monthly report and attended the Engineering Committee meeting for December 2016.

B. Miscellaneous Engineering Services

During the period, CDM Smith performed the following:

- Began preliminary design of the requirements for the synchronization of the Cogeneration Engines and Emergency Diesel Generators.
- Coordinated with staff to prepare a sketch for staff use in soliciting quotes to install electric meters on each cogeneration engine.
- Finalized draft Asset Management Plan for the Digester Gas Treatment System.

C. Biosolids Hauling and Reuse Contract Assistance

No activity during the period.

D. Digester Gas Treatment System Design – Construction Services

No activity during the period.

E. Digester Covers and Waste Gas Burner Replacement – Design, Bidding, and Construction

During the period, CDM Smith performed the following:

- Received notice from NJDEP that the preconstruction approval for the relocation of the waste gas burners was issued.

### **Report of General Counsel**

The following report covers from December 15, 2016 through January 12, 2017:

1. General.

A. Flow Rights

The metering year ended on September 30, 2016. Only two municipalities exceeded their flows during the last metering year, Clark and Springfield. I sent letters to both municipalities. I received a response from Clark and then received additional information which had been requested by me. Clark has utilized \$1,400,000 to replace sewer lines on Colonial Drive and Lexington Boulevard.

Clark has certainly satisfied its obligation. I received late last month a letter from Springfield, along with a report of its consulting engineer. Copies will be distributed in closed session. In addition, at Mr. Furci's request, I reviewed the video of Springfield's December 13, 2016 Township Committee Meeting. We need to discuss in closed session what, if any, actions should be taken with regard to Springfield.

B. Local Contracts Law/Open Public Meetings Act

I prepared Terms and Conditions to be placed on the back of Purchase Orders for the purchase of goods or services.

C. US Healthworks

At the request of Ms. Grimes, we are making certain that the new property merges with the Plant property and is no longer on the Rahway tax rolls. We are also looking at the status of "Parker Street", which is a paper street on the Plant property.

D. QDI Monitoring

It has been months since I have heard anything from QDI. I will be contacting them to find out the status.

E. 211 Randolph Avenue

2 Wells were placed on our property in order to detect if any flow from Quality comes onto the Authority's property. We are waiting for the results.

2. Co-Generation Facility

Under closed session, we need to discuss the final aspect of the disputes arising from the litigation.

3. Personnel Committee

I spoke with Ms. Grimes earlier this week and we determined that amendments were required to the two resolutions concerning salary previously adopted since there were mathematical errors in the computations. The resolutions will be on the agenda next week.

4. Rahway – Union County Park

I have served an OPRA request on both Union County and Rahway, but as of this time, the time for producing the documents has not yet run.

5. Title Work

At the request of Mr. Gencarelli, we updated the title work done approximately one year ago in order to issue an Opinion Letter regarding RVSA's ownership of the Plant property.

**Closed Session**

Mr. Greet made a motion, seconded by Mr. Lambe, to go into Closed Session at this time, 8:10 p.m. to discuss pending and/or anticipated legal matters; specifically Contract #105 Litigation, and Springfield's Flow Right Exceedances, based on Attorney/Client privilege. The motion was

approved by those present. Mr. Chin, Mr. Connelly and Mr. Mazzarella were absent.

\* Mr. Tomaine left the meeting at this time, 8:40 p.m.

Mr. Greet made a motion, seconded by Mr. LaCosta, to return to the Regular Order of Business at 8:49 p.m. The motion was approved by those present. Mr. Chin, Mr. Connelly and Mr. Mazzarella were absent.

Mr. Estis stated that he would send a letter to the Township of Springfield regarding their excess flows. He will also request a copy of the map that should have been attached to the Sanitary Sewer Investigation Report they submitted to him.

**Adjournment**

As there was no further business, on motion of Mr. Greet, seconded by Mr. Rachlin, the meeting adjourned at 8:50 p.m. The motion was approved by those present.

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Chairman

*Robert J. Materna*  
Robert J. Materna, Secretary-Treasurer

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