

READINGTON-LEBANON SEWERAGE AUTHORITY

June 28, 2023

OPENING: Dr. Schaible, Chairman opened this regular meeting and announced that the Sunshine laws have been satisfied for the convening of this meeting.

PRESENT: Dr. Schaible, Messrs. Cichone, Villa, Heller, Mueller members, Mrs. Plesnarski, Administrator. Mr. Burton did not attend.

APPROVAL OF MINUTES: Motion to approve the minutes from the regular meeting of April 26, 2023 as written, was carried with roll call of ayes all, nays none.

APPROVAL OF INVOICES: Motion to approve the invoices for the month of May in the amount of \$ **89,074.06** and (1) invoice totaling \$ **8,997.00** to be paid from the General Fund due to canceled meeting and approval of invoices for June in the amount of \$ **82,946.88** and authorization for the Administrator to transfer this amount into the Operating Checking account on July 3, 2023, and approval of (1) invoice totaling \$ **8,997.00** to be paid from the General Fund also on July 3, 2023 was made by Mr. Cichone seconded by Mr. Villa and carried with a roll call of ayes all, nays none.

APPROVAL OF BUDGET STATEMENT: Motion to acknowledge the review and approve the April Budget Statement without any exceptions noted as written was made by Mr. Cichone seconded by Mr. Villa and carried with a roll call of ayes all, nays none.

NEW BUSINESS: Site Survey Proposals - Mr. Ponte, Authority engineer noted that three site survey quotations were received. The lowest quote was from Van Cleef Engineers at \$32,820.00. Mr. Ponte noted that they are familiar with the plant as they did the survey for the plant construction. He further found the quote to be responsive with respect to the scope of services and the fee to be fair and reasonable. He also recommended that the

Authority budget for a total of \$35,000 for the site survey to account for unexpected costs. Mr. Mueller noted that Readington Township has used them and found their work to be very professional and thorough. Mrs. Plesnarski added that Mr. Buzak, Authority legal counsel did not consider it a conflict of interest if Van Cleef Engineers was used to perform the site survey. The time frame to complete the survey is 30 days. Motion to approve Van Cleef Engineers to perform professional land surveying services for \$32,820 for the plant upgrade was made by Mr. Mueller, seconded by Mr. Cichone, and carried with a roll call of ayes all, nays none.

Cost Proposal for Scope of Work and Feasibility for Plant Upgrade – R3m Engineering, Inc's total preliminary planning is quoted to cost \$229,000.00. The first phase of the feasibility study included an evaluation of alternatives, and establishment of project expectations at a cost not to exceed \$30,000. As discussed at the last meeting the study is to evaluate alternatives to cost effectively achieve NJDEP permit requirements and anticipate user capacity needs. Mrs. Plesnarski noted that R3m's vast knowledge of the plant is a great advantage. Mr. Ponte also noted that he would be able to present to the boards of Readington and Lebanon to clarify the expansion process. Mr. Mueller questioned if this included the bid process. Mr. Ponte noted that this study only went up to but does not include the plant design, the bid process would follow the design phase. Dr. Schaible asked if this is considered a large project for a plant of our size. Mr. Ponte noted that larger plants with greater capacity would necessitate an even larger project. Mr. Ponte noted that the study should be completed by December 2023. Motion to approve the feasibility study by R3m Engineering for \$229,000 less \$30,000 approved at the April regular meeting for the first phase of the feasibility study for the plant upgrade was made by Mr. Mueller, seconded by Mr. Cichone, and carried with a roll call of ayes all, nays none.

OLD BUSINESS: *Oxidation Ditch Rotor* – Mrs. Plesnarski informed the board that due to manufacturers error the shaft for the replacement rotor is 4" too long. The shaft had to be disassembled and will be picked up, shortened and returned by the manufacturer. Additionally, the spare shaft is also too long and will be adjusted also. Mrs. Plesnarski is negotiating a cost share to disassemble the shaft. Mr. Mueller questioned if we could

recover the cost of the crane service. Mrs. Plesnarski advised him that she would be discussing that with the manufacturer. She also noted that NJDEP has been informed of the delay. We are currently still meeting permit limits.

UV Modules – Mrs. Plesnarski noted that the modules should be installed by the next meeting. Glasco was waiting for the ballasts and expects delivery by next week.

ADJOURNMENT: As there was no further business to come before the Board, the meeting was adjourned by motion made by Dr. Schaible seconded by Mr. Mueller and carried with a roll call of ayes all, nays none.

Respectfully submitted:

Jonathan Heller
Secretary/Treasurer

Virginia Weierich
Recording Secretary

RESOLUTION FOR PAYMENT OF INVOICES
23-13

WHEREAS, in the absence of a regular public meeting on May 24, 2023 of the Readington-Lebanon Sewerage Authority which was required to be cancelled; and

WHEREAS, invoices for the operating expenses, and general fund expenses which would normally be approved for payment at said meeting should be paid in a prompt manner;

NOW THEREFORE BE IT RESOLVED that the Administrator, Chairman and/or Vice-Chairman, Secretary Treasurer be authorized to approve said invoices and issue checks in payment thereof; and

BE IT FURTHER RESOLVED that a listing of said invoices be submitted to the full membership for ratification at the next regularly scheduled meeting of the Authority.

May 24, 2023
Date

Signature
Recording Secretary

Readington-Lebanon Sewerage Authority
Resolution 23-14

WHEREAS, the New Jersey Pollutant Discharge Elimination System (NJPDDES) permit renewal issued on May 1, 2022 established more stringent limits on nitrogen-ammonia, and total phosphorous; and

WHEREAS, the Readington-Lebanon Sewerage Authority will need to upgrade and expand the plant to consistently comply with the new effluent limits and meet the needs of contributing communities; and

WHEREAS, a Planning and Feasibility Study will identify and evaluate alternative treatment processes to cost effectively achieve new limits and community needs; and

WHEREAS, R3m Engineering, Inc., has been appointed by resolution of the Readington-Lebanon Sewerage Authority to serve as consulting engineer; and

WHEREAS, R3m Engineering Inc., and Mr. Ponte have successfully demonstrated their knowledge of the plant through the RLSA plant construction and prior plant upgrade ; and

WHEREAS, the Study will include identification/evaluation of alternative technologies for nutrient removal, identification/evaluation of alternatives for plant capacity expansion and improvements, assist in selecting process alternative, site lay out, prepare basis of design, assist with evaluation of project financing alternatives; and

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Readington-Lebanon Sewerage Authority that R3m Engineering, Inc. conduct a Feasibility Study for Plant Capacity Expansion and Upgrade,

BE IT FURTHER RESOLVED, that proposed scope of work would be completed on a not to exceed fee basis for a total cost of \$229,000.00 less \$30,000.00 approved on April 26, 2023 for the initial review with RLSA's technical staff,

BE IT FURTHER RESOLVED, that the above resolution is a true copy of the resolution adopted by the Readington-Lebanon Sewerage Authority at its meeting on June 28, 2023.

This resolution agreed to this 28th day of June, 2023 by a vote of:
_____ 5 _____ Ayes _____ Nays _____ Abstain _____ 1 _____ Absent

Attest
June 28, 2023
Date

Jonathan Heller
Secretary/Treasurer

READINGTON-LEBANON SEWERAGE AUTHORITY
Survey Engineering Professional Service
23-15

PLEASE TAKE NOTICE that the following resolution was adopted by the Readington-Lebanon Sewerage Authority at a meeting duly convened on June 28, 2023.

WHEREAS, there exists a need for Site Survey Engineering services to the Readington-Lebanon Sewerage, (hereinafter the "Authority") and;

WHEREAS, funds are available for this purpose and;

WHEREAS, the Local Public Contracts Law N.J.S.A. 40A:11-5(1)(a)(i) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids must be publicly advertised;

NOW THEREFORE BE IT RESOLVED by the Readington-Lebanon Sewerage Authority as follows:

1. The Chairman and Secretary be and they are hereby authorized and directed to execute a certain agreement dated June 28, 2023 and filed with the Administrator of the Authority between the Authority and Van Cleef Engineering, Inc., 755 Memorial Parkway, Suite 110, Phillipsburg, NJ 08865 for the Scope of Work indicated for a fee of \$32,820.00.
2. The proposal and resolution authorizing it are available for public inspection in the office of the Administrator during regular business hours.
3. The contract is awarded without competitive bidding as a "Professional Service" because Engineering services are exempt from bidding under N.J.S.A. 40A: 11-5(1)(a)(i).
4. A copy of this resolution shall be published in the official newspapers as required by law within 10 days of its passage.

June 28, 2023
Date

Signature
Jonathan Heller
Secretary/Treasurer