

APPROVED

RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING MINUTES

NOVEMBER 18, 2021

365 Old York Road, Flemington, New Jersey
(908) 782-7453 Office (908) 782-7466 Fax

1. MEETING CALLED TO ORDER AT 5:00 PM

The meeting of the Raritan Township Municipal Utilities Authority (RTMUA) was called to order stating that the meeting had been advertised in accordance with the Open Public Meetings Act setting forth the time with the RTMUA office as the place of said meeting. It was further stated that a copy of the Agenda was posted on the RTMUA office bulletin board.

2. ATTENDANCE ROLL CALL:

Mr. Kendzulak, Jr.	Here
Mr. Mangin	Here
Mr. Reiner	Absent
Mrs. Robitzski	Here
Mr. Tully	Here

Also present were Raymond Frank, RTMUA Chief Operator; Regina Nicaretta, RTMUA Executive Secretary; Dan Madden, PE, Johnson, Mirmiran and Thompson; C. Gregory Watts, Esquire, Watts, Tice & Skowronek.

3. PLEDGE OF ALLEGIANCE

4. APPLICATIONS:

- a) Application for Final Sewer Service Class II – B, TWA Required, Larken Associates, LLC (Flemington Junction Industrial Park) (Block 16 Lot 67.01)

5. RESOLUTIONS:

Resolution #2021-68 Approval of Final Sanitary Sewer Service Class II – B,
TWA Required, Larken Associates, LLC (Flemington
Junction Industrial Park) (Block 16 Lot 67.01)

Mr. Kendzulak, Jr. made a motion to approve Resolution #2021 – 68, Mr.
Mangin seconded the motion.

Roll call vote:	Mr. Kendzulak, Jr.	-	Yes
	Mr. Mangin	-	Yes
	Mr. Reiner	-	Absent
	Mrs. Robitzski	-	Yes
	Mr. Tully	-	Yes

Resolution #2021-69 Acceptance of Performance Guarantee and
Authorization to Sign Development Agreement, Larken
Associates, LLC (Flemington Junction Industrial Park)
(Block 16 Lot 67.01)

Mrs. Robitzski made a motion to approve Resolution #2021 – 69, Mr.
Mangin seconded the motion.

Roll call vote:	Mr. Kendzulak, Jr.	-	Yes
	Mr. Mangin	-	Yes
	Mr. Reiner	-	Absent
	Mrs. Robitzski	-	Yes
	Mr. Tully	-	Yes

Resolution #2021-70 Approval of and Authorization to Execute Agreement for Transfer of Wastewater Treatment Capacity and Assignment of Agreement for Reservation of Wastewater Treatment Capacity, Rendale's, LLC to Flemington Junction Associates, LLC (Block 16 Lot 67.01)

Mrs. Robitzski made a motion to approve Resolution #2021 – 70, Mr. Kendzulak, Jr. seconded the motion.

Roll call vote:	Mr. Kendzulak, Jr.	-	Yes
	Mr. Mangin	-	Yes
	Mr. Reiner	-	Absent
	Mrs. Robitzski	-	Yes
	Mr. Tully	-	Yes

6. **Approval of Minutes:** Minutes of October 26, 2021

Mr. Mangin made a motion to approve the minutes from the October 26, 2021 meeting. Mr. Kendzulak, Jr. seconded the motion.

Roll Call Vote:	Mr. Kendzulak, Jr.	-	Yes
	Mr. Mangin	-	Yes
	Mr. Reiner	-	Absent
	Mrs. Robitzski	-	Yes
	Mr. Tully	-	Yes

7. **Treasurer's Report / Payment of Bills:**

Mr. Kendzulak, Jr. - The bills totaled \$483,623.59; everything appears to be in order. If you go to the last grey page; we're at 77% expended through ten months and that would be about 83% in months so we're in fairly good shape.

Mrs. Robitzski made a motion to approve the payment of bills. Mr. Mangin seconded the motion.

Roll call vote:	Mr. Kendzulak, Jr.	-	Yes
	Mr. Mangin	-	Yes
	Mr. Reiner	-	Absent
	Mrs. Robitzski	-	Yes
	Mr. Tully	-	Yes

8. **Citizens' Privilege:**

None

9. **Adjourn into Closed Session by Motion, if Needed**

10. **Adjournment of Regular Meeting:**

Mr. Kendzulak, Jr. made a motion to adjourn the Regular Meeting. Mrs. Robitzski seconded the motion. All were in favor.

APPROVED

RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
WORK SESSION MINUTES

NOVEMBER 18, 2021

365 Old York Road, Flemington, New Jersey
(908) 782-7453 Office (908) 782-7466 Fax

1. **The Work Session** of the Raritan Township Municipal Utilities Authority will be called to order upon the adjournment of the Regular Meeting.
2. **Correspondence:**
None
3. **Unfinished Business:**
None
4. **New Business:**
None
5. **Professional Reports:**
 - a) Attorney - None
 - b) Engineer –

Mr. Madden – I was at AEA. The one speaker of most interest to me was Mr. James Cosgrove from Kleinfelder. He did a whole presentation on discharge limits and things like that. I thought it was very good. He has a good handle on it. There is a new design build law in New Jersey; it is for projects over five million dollars.

Mr. Kendzulak, Jr. – Anything on technology as far as treatment?

Mr. Madden – No, they don't normally have that type of thing there. That is normally at WFTEC, when they have the vendors there with the new technology. This is more like the Authorities having common interests and problems, things like that. We are continuing to track the system capacity, right now we are running about seventy – seven percent of the permitted capacity through September. We are waiting on the October number. We have been tracking the rain events. We have a new meter in Pump Station #1, we only have two weeks of results, but it looks like it is pretty close to what the old meter was reading. We did get some meter data from Carriage Gate and Raritan Meadows. Carriage Gate was showing a little more so

we are going to pursue inspecting the flow there. In the meantime, Mr. Frank has said that Woodside Farms seems to be having some issues with sudden spikes in the flows, so we want to put the meters in there next to see what is going on there. Hopefully, next week or the week after we will get the meters in there.

Mr. Tully – Have we done any smoke testing?

Mr. Madden – We did smoke test, but we didn't find the magic bullet.

Mrs. Robitzski – In Raritan Meadows and Carriage Gate, you smoke tested?

Mr. Madden – Yes, the whole system. Nothing jumped off the page during smoke testing, no cross connections or anything like that but we will put the meters in upstream and see if we can pin point where it is coming from. It just takes some time to zero in where the flow is coming from; where we are having the increases from during the rain events.

Mr. Tully – I know over by Carriage Gate, during the Ida flow...

Mr. Madden - ...One of those manholes was submerged. That could be part of it. We need to make sure that is all tight, we don't need any leakage going in. We are helping to assemble the collection system O & M Manual that was a result of the EPA inspection. We are helping Mr. Frank pull that together. We are still setting up some visits with SCADA people to get a picture of what we want to do. The first people that came through reported that they thought the system was pretty robust, so there is information there, just what we want to do with it once we have it. If we want to go into operating things...

Mr. Kendzulak, Jr. - ...When is this going to happen? When are we getting RFP's and get something in here, a consultant for this thing to happen so we can plow forward.

Mr. Madden – We will get these guys in, in December and make a decision by...

Mr. Kendzulak, Jr. - ...I want to rock and roll with this. Just go back to the flow review. Correct me if I'm wrong, we know that the Neshanic watershed, is where the majority of the problems are. Correct me if I'm wrong, we have known for quite some time, for years now, that there seems to be an inflow issue with everything that is flowing to Pump Station #1. It happens relatively quickly and the question I have is, what are the characteristics of those two rainfall events that happened and how did Pump Station #1 react to those? I'm a little bit concerned about the magnitude and I'm just putting this out in general perspective, we have a large flow, which I believe is a significant amount in the Neshanic watershed, that is going down there. Now we are looking at Woodside Farms. What is the magnitude of the impact of that I & I compared to the Neshanic? I don't

want to be going all over like ping pong. I thought the focus was going to be on where I believe the majority of it was. This has been going on way too long and I will be honest with you, I am starting to get frustrated we are not getting this, and we are not really studying the characteristics of these flows and how quickly these meters are reacting to it. That is something I would like to look at with these two events, when did the rain start and what happened to Pump Station #1 with the readings and how quickly did that happen.

Mr. Tully – I'd like to see a graph with the rainfall and when the problem occurred.

Mr. Kendzulak, Jr. - That's what I'd like. I'd like to see that.

Mr. Madden – I have that information.

Mr. Kendzulak, Jr. – Where are we at and what investigation are we doing, why are we pulling out of the Neshanic and going to Woodside Farms? Is there a greater amount of flow coming out of Woodside Farms? When the analysis was done years ago by Mott MacDonald, the significant and lion's share of the flow was coming out of that Neshanic watershed. What are the results? What are the characteristics of it? How is Pump Station #1 reacting? Earlier on that was what happened, Pump Station #1, we got a rain event and bam, it shot right up, and it wasn't sump pumps, it was some kind of inflow. A significant amount of inflow. Have things changed in there?

Mr. Madden – We identified a few things in the system...

Mr. Kendzulak, Jr. - ...Have they been fixed?

Mr. Madden – Not yet, we have a list of manholes and things to be fixed.

Mr. Kendzulak, Jr. – What is the timeline for that?

Mr. Madden – We were going to do it this fall but we didn't have the money for it.

Mr. Kendzulak, Jr. – What kind of money are we talking about?

Mr. Frank – I think we were looking at about \$34,000.00.

Mr. Kendzulak, Jr. – We have Capital in there. Can't we talk to Mr. Cragin, there is a whole ton of cash Capital that we budgeted for, why don't we talk to Mr. Cragin if we can move money around and make this thing happen. We are doing a whole lot of talking and a whole lot of studying and I'm seeing the same thing, time and time again here, that we are studying it, we are studying it. I'm getting frustrated, I want to start seeing some results here. When I see that we are moving the target now to Woodside, it's like what is going on in Neshanic? What is the magnitude in Woodside? What do we stand to gain from Woodside? I think it's a discussion we need to have as part of a Capacity Committee or something

on what is going on with this thing. I need to see more data with when it rains and how these things react and what is going on. What is different than what it was a few years ago?

Mr. Madden – I will get that data to you Mr. Kendzulak, Jr.

Mr. Kendzulak, Jr.- With that and going back to these other storms; where is it, what is happening, what are we doing? We always thought “hey it is a quick spike”. Have things changed where it waits for a while and then the sump pumps start kicking in and now we see the sump pumps going in? Initially, earlier on, when you guys came on, that is what it was. Here’s the pump station; look how quick the pump station reacted to a rain event, and that is where we were. Does that graph still look the same?

Mr. Madden – We will pull both and get that to you.

Mrs. Robitzski – If we have studied an area, what is on the list to fix? I usually only see studies.

Mr. Madden – We have a list of things to fix. It is just the money to do it.

Mr. Frank – We were ready to pull the trigger on it with the repairs and then Ida hit and Pump Station #1, we lost the fire suppression system and that was thirty something thousand dollars to repair. We put in for the grant for FEMA but who knows when we are going to see that money. We have to fix it and then wait to get reimbursed.

Mrs. Robitzski – I got that, but we could have put the decision points to us so if there is an option to repair something...

Mr. Kendzulak, Jr. - ...There is over eight hundred some thousand unexpended this year. Granted we are carrying it over, there were projects and stuff like that. If we get to the point where we don’t have enough cash, then it is time to talk to our auditor and say, “can we take some of this money and use it because we are not going to spend it this year on xyz project, can we take it now and we will deal with it”. I just don’t want to be kicking this can down the road. It has been going on for a long time and it is time to start seeing some work getting done and results.

Mr. Madden – We did create a list of priorities that I...

Mr. Kendzulak, Jr. - ...Let’s get them going, if they have to be bid, let’s get the bid documents ready to go and see what we have to do. The budget gets adopted next month. Let’s talk to Mr. Cragin and let’s get this stuff out on the street, bid it and let’s see these repairs go and then see the analysis with the rain events and how Pump Station #1 is reacting.

Mrs. Robitzski – What is happening in Woodside Farms? Is it a major issue?

Mr. Frank – It just seems like we are getting a tremendous amount of flow every time it rains.

Mr. Frank – For a small system, we shouldn't get those kinds of flows, but that station is always high, and it stays high two or three days after a rain event is over.

Mr. Madden – Ever since Ida?

Mr. Tully – Sounds like something got damaged during Ida at some point.

Mr. Frank – It did that to some point before Ida.

Mr. Kendzulak, Jr. – Has there been some walk through in certain areas?

Mr. Frank – Yes. We have smoke tested too.

Mr. Kendzulak, Jr. – No, after Ida. It seems like this has gotten worse since Ida?

Mr. Frank – No, it's more prolonged.

Mr. Kendzulak, Jr. – The question is, where are we keeping our focus? If you are telling me that 99% of the I & I is, and I'm making numbers up, coming out of that and when you look at the big picture, 2% is coming out of Woodside Farms, does that make sense?

Mr. Madden – I get your point. We are just trying to find some low hanging fruit; if there is something there...

Mr. Kendzulak, Jr. - ...When I start looking at the characteristics, the way I understood it at Pump Station #1, that it rains and shortly after, Pump Station #1...

Mr. Tully – Goes to three pumps.

Mr. Frank – Actually, one speeds up and the second pump kicks in, but it only runs for a short time.

Mr. Kendzulak, Jr. – The third pump doesn't pump anything; it pumps very little. The thing is, the characteristics coming in to the flow meter at Pump Station #1 are like this, we get a rain event, and depending on what it is, a spike, is that thing still spiking like that and if it is still spiking like that, before the sump pumps start triggering on, that to me is inflow.

Mr. Madden – We do know the one thing that changed over at Johanna; they had those drains that were in the parking lot that were connected, and they had some kind of valving there and the DEP made them shut those valves.

Mr. Kendzulak, Jr. – What? I wasn't aware.

Mr. Tully – It was a while ago, I remember hearing something about it, over a year ago.

Mr. Kendzulak, Jr. – What happened with the numbers? What was the magnitude of the change if we looked at things before that issue with Johanna and what is it now? Maybe it all went away.

Mr. Madden – It didn't all go away.

Mr. Kendzulak, Jr. – At the next meeting, put together something concise but in layman's terms that we can understand.

Mr. Madden – We had the sludge holding tank vendor out here the other day. We are hoping they will get back to us with some ideas with what we can do to increase the storage capacity down there. Mr. Frank was thinking of adding another ring to the top of the tank. It will add approximately another ten to fifteen percent. The other thing we talked about was the paving of the parking lot but that will be in the spring.

Mr. Kendzulak, Jr. – Not to beat a dead horse, I beat the one horse, and I have another one; SCADA. With that and the consultants, when are we going to have something to where we can get...I'm assuming you are interviewing or whatever but we want to be able to get a scope of work developed and put it out there and let them do a feasibility assessment or something like that where we are able to make decisions on what we want to do with it. These are things that we have been talking about for quite some time, so it is time to do something with this. Let us get a consultant on board that is knowledgeable in the field of SCADA and have them evaluate our system, give us the pros and the cons and the dollar value if we are going to upgrade anything, does it make sense or doesn't it make sense. That is something I am interested in getting that thing done sooner than later. Maybe for next month we will start seeing something there.

Mr. Madden – Like I said, we have had one in, we have a couple more to bring in.

Mr. Kendzulak, Jr. – I know we are getting into the holidays and once we get into them, we only have a couple of weeks of good stuff, so let's try to make it happen.

Mrs. Robitzski – That O & M Manual is on target?

Mr. Frank – Yes, we are doing some stuff on it, Mr. Madden is doing some stuff on it. It takes a while.

Mrs. Robitzski – You have a March deadline.

Mr. Frank – Yes, and we can get an extension if needed.

6. RTMUA REPORTS:

a) ADMINISTRATIVE / OPERATIONS REPORT

1. Chief Operator / Director's Report

Mr. Frank – I'd like to draw your attention to Johanna's flow this month. 58,000 gallons per day equates to 193 EDUs per day that they are over.

Mr. Kendzulak, Jr. – Where do we stand with the penalty?

Mr. Tully – We are going to talk about it in Closed Session.

Mr. Frank – Readington Township is proposing a meeting this month. They are still trying to find capacity for COAH housing in Three Bridges. I told them I wanted to see factual, proven data that they have reduced their I & I inside their collection system to stay under their 125,000 gpd that they are allowed. Some months they are over, some months they are under. I told them I want three true years of proven data before we will even consider it. They still insist on hammering out one of these meetings and I'm meeting with the engineer, the administrator, and whoever else they want to throw at me and I'll see what happens there.

Mr. Tully – If you want me to go, let me know.

Mr. Frank – Either way, I'm going to tell them no, but we will see.

Mr. Kendzulak, Jr. – Mr. Frank, I see here on the October 26th safety meeting, "the gate to be repaired by the end of June", is that correct? And "reoccurring pothole in driveway where box is".

Mr. Frank – Yes. That is down at the plant.

Mr. Kendzulak, Jr. – Why are we waiting until June to fix a pothole?

Mr. Frank – We have fixed the pothole; we bought a bag of patch but some of it has been put off.

Mr. Kendzulak, Jr. – "The entry way gate across the driveway" to be repaired by the end of June?

Mr. Tully – I'm assuming in conjunction with the parking lot maybe?

Mr. Frank – We were looking to see how we were going to address the closure; the old closure didn't work anymore so we are starting from scratch.

Mr. Kendzulak, Jr. – So those are accurate dates; the end of June?

Mr. Frank – Yes.

- a) Overtime Recap
- b) Septage / Greywater Recap
2. Laboratory Summary - ok
3. Maintenance Summary - ok
4. Readington Flows

b) COMMISSIONERS' COMMENTS

None

7. **Discussion:**

a) Agreed Upon Procedures Report – Connection Fee

Mr. Kendzulak, Jr. – I went through this and I'm not sure I understand what is under "other observations" in that first paragraph under it. The Connection Fee went from \$3,977.00 to \$4,246.00; again, this is all by statute, correct, Mr. Watts?

Mr. Watts – Yes.

Mr. Kendzulak, Jr. – One of the things I have to say, and I think it happened last year too, it's a typo, under the historical Connection Fee rates, and I didn't check every single one, but the "change" amount is off by \$1.00 but in 2020 the amount should be \$19.00 not \$31.00.

Mrs. Robitzski – Do we have to vote on this to adopt it?

Mr. Tully – No, it's informational only.

Ms. Nicaretta – At the Rate Hearing it will be a resolution.

8. **Adjourn into Closed Session by Motion, if Needed**

Chair Tully – We will be going into Closed Session to discuss Litigation Matters with NJDEP, Contractual Matters and Personnel Matters; we do not anticipate any official action will need to be taken once we come out of Closed Session.

Mr. Kendzulak, Jr. made a motion to adjourn into Closed Session for the above stated purpose and Mr. Mangin seconded the motion. Closed Session was from 5:28 pm – 6:25 pm.

9. **Adjournment of Work Session:**

Mr. Mangin made a motion to adjourn the Work Session. Mrs. Robitzski seconded the motion. All were in favor. The Meeting ended at 6:26 pm.