

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
FEBRUARY 13, 2013 6:00 pm RE-ORGANIZATIONAL MEETING

The Reorganization Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority was held on Wednesday, February 13, 2013 at 6:00 p.m. in the evening, in its Administration Building, Lincoln Boulevard, Lincoln Park, New Jersey. Chairman Schmidt called the meeting to order at 6:00 p.m.

ROLL CALL:

On roll call, the members present were: Raymond Verdonik, Robert Voorman, Richard Phelan, Raymond Kerwin, James Wild, Anthony Campisi, Jerry Notte, and Arthur Schmidt

Also Present:

Johnson & Conway: John Napolitano
Hatch Mott MacDonald: John Scheri
TBSA: Robert N. Bongiovanni
Michael E. Solla
Dale Allen

OPEN MEETING STATEMENT:

Adequate notice of this meeting, has been provided in accordance with the Open Public Meetings Act by filing written notice and agenda with the Authority Secretary and Municipal Clerks of the Borough of Lincoln Park, and the Townships of Fairfield and Pequannock and the Pequannock River Basin Regional Sewerage Authority, by having said notice and agenda posted on the public bulletin boards in the respective municipal buildings and by mailing said notice and agenda to the following official newspapers:

THE CALDWELL PROGRESS
NORTH JERSEY NEWSPAPERS (RECORD & HERALD)
THE SUBURBAN TRENDS

Chairman Schmidt called for the report from the nominating committee. Mr. Kerwin presented the nominations: Chairman – Arthur J. Schmidt; Vice Chairman – Raymond T. Kerwin; Treasurer – Robert A. Voorman; Secretary – Jerry S. Notte.

Mr. Schmidt asked if there were any other nominations from the floor. There were none.

A motion by Mr. Kerwin, seconded by Mr. Phelan to close nominations was approved by the following vote:

VOTED AYE: KERWIN, PHELAN, VERDONIK, VOORMAN, WILD, CAMPISI, NOTTE, SCHMIDT

VOTED NAY: NONE

A motion by Mr. Kerwin, seconded by Mr. Phelan to approve the slate of nominees as presented was approved by the following vote:

VOTED AYE: KERWIN, PHELAN, VERDONIK, VOORMAN, WILD, CAMPISI, NOTTE, SCHMIDT

VOTED NAY: NONE

List of elected officers: Chairman – Mr. Arthur J. Schmidt/Pequannock
Vice Chairman – Mr. Raymond T. Kerwin/Lincoln Park
Secretary – Mr. Jerry J. Notte/Fairfield
Treasurer – Mr. Robert A. Voorman/PRBRSA

At this time, the appointees were congratulated by the Board and Mr. Schmidt continued as Chairman.

APPOINTMENT OF COMMITTEES:

Chairman Schmidt asked the members to review the committee list and contact him if anyone had any requests for change. He noted that he will have the Appointment of Committees at the March 13, 2013 meeting.

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RESOLUTIONS FOR REORGANIZATION MEETING:

On motion by Mr. Verdonik, seconded by Mr. Phelan, Resolutions #13-009 Designation of Signatories for Disbursements, #13-010 Designated Official Newspapers, #13-011 Schedule of Meetings and Posting Procedures and #13-012 Interest Rate for Late Payment of Annual Charges were approved by the following vote:

VOTED AYE: VERDONIK, PHELAN, VOORMAN, KERWIN, WILD, CAMPISI, NOTTE, SCHMIDT
VOTED NAY: NONE

RESOLUTION #13- 009

WHEREAS, the Regulations of the State of New Jersey, Department of Community Affairs, Division of Local Government Services, require three signatories for the payment of claims, issued by check, drawn on the Pequannock, Lincoln Park and Fairfield Sewerage Authority ("Authority");

NOW, THEREFORE, Be It Resolved that the Authority does designate the following three signatories for the payment of claims by check drawn on the treasury of the Authority, which signatories are officially recorded below:

1. Chairman Arthur J. Schmidt and in his absence, Vice-Chairman Raymond T. Kerwin
2. Treasurer Robert A. Voorman and in his absence, Secretary Jerry J. Notte
3. Executive Director, Robert N. Bongiovanni or Assistant Executive Director, Michael E. Solla in their absence, Secretary to the Board, Dale Allen.

**PEQUANNOCK, LINCOLN PARK AND
FAIRFIELD SEWERAGE AUTHORITY**

ATTEST:



Jerry J. Notte, Secretary

Dated: February 13, 2013



Arthur J. Schmidt, Chairman

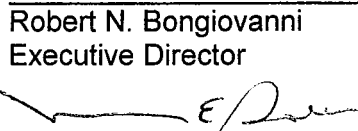
Signatories:



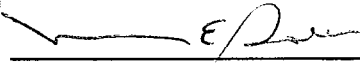
Arthur J. Schmidt, Chairman



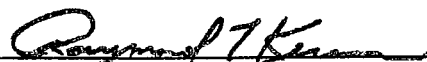
Robert A. Voorman, Treasurer



Robert N. Bongiovanni
Executive Director




Michael E. Solla
Assistant Executive Director



Raymond T. Kerwin, Vice Chairman



Jerry J. Notte, Secretary



Dale Allen
Secretary to the Board

RESOLUTIONS CONT'D:

RESOLUTION #13-010

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority is desirous of designating newspapers of general circulation within this area as the official newspapers for the publication of all regulations, resolutions and other required notices;

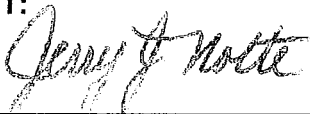
NOW THEREFORE, Be It Resolved, that the following newspapers are so designated:

1. CALDWELL PROGRESS, INC.
6 Brookside Avenue
Caldwell, New Jersey 07006
2. THE SUBURBAN TRENDS
One Boonton Avenue
Butler, New Jersey 07405
3. THE NORTH JERSEY MEDIA GROUP, INC.
P.O. Box 18862
Newark, New Jersey 07191-8862

BE IT FURTHER RESOLVED, that the Secretary of the Authority is authorized and directed to submit any and all required publications to the above designated newspapers.

**PEQUANNOCK, LINCOLN PARK AND
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ATTEST:



Jerry J. Notte, Secretary
Dated: February 13, 2013


Arthur J. Schmidt, Chairman

RESOLUTION #13-011

WHEREAS, the Open Public Meetings Act, Chapter 231 of the laws of 1975, requires all public bodies covered by said Act, at least once each year, and within seven days following the Annual Organization or Reorganization Meeting of such body, to post and maintain posted through the year as set forth in the Act, a schedule of the regular meeting of the public body to be held during the succeeding year.

NOW, THEREFORE, Be It Resolved, by the Pequannock, Lincoln Park and Fairfield Sewerage Authority, as follows:

1. The schedule of regular and conference meetings of the Pequannock, Lincoln Park and Fairfield Sewerage Authority as set forth in the schedule annexed hereto be and the same is hereby adopted.
2. The Authority Secretary is hereby authorized and directed to prominently post said schedule in at least one public place reserved for such announcements.
3. Said schedule shall be mailed, emailed, faxed or hand delivered by the Authority

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RESOLUTIONS CONT'D:

Secretary to the following official newspapers of the Authority:

- a. The Caldwell Progress
- b. The Suburban Trends
- c. The North Jersey Media Group, Inc.

4. Said schedule shall be placed on file with the Authority Secretary and the Municipal Clerks of the Borough of Lincoln Park and the Townships of Fairfield and Pequannock and the offices of the PRBRSA.

5. Special meetings may be held as and when necessary, with notice to be given as provided for in the Act and meetings involving urgent matters may be held as provided for in Section 4b of the Act.


6. In the event that the annexed schedule is hereafter revised, the revised schedule shall be posted, mailed and filed by the Authority Secretary in the manner described hereinabove.

7. Any person who requests a copy of the within schedule or any revisions thereto, shall be provided with same upon the payment of the following fee: and upon the payment of said sum, said persons shall be mailed copies of the schedule. The sum of \$10.00 is hereby designated as the fee for said service, which shall terminate at midnight on January 31st of each year unless requests for renewal are received.

8. The Authority Secretary shall post a copy of the Schedule of Meetings.

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ATTEST:



Jerry J. Notte, Secretary
Dated: February 13, 2013


Arthur J. Schmidt, Chairman

RESOLUTION #13-012

WHEREAS, Section 9 of the December 20, 1985 Agreement Amending and Supplementing the Service Contracts for the Participants of the Pequannock, Lincoln Park and Fairfield Sewerage Authority (hereinafter the "Authority"), requires that the Authority charge an interest rate of eight percent (8%) per annum for the first \$1500.00 of any delinquent payment made by a Participant after the tenth (10th) calendar day following the date which payment was due; and

WHEREAS, Section 9 of the December 20, 1985 Agreement Amending and Supplementing the Service Contracts for the Authority, further requires that the Authority annually at its Reorganizational meeting set an interest rate on the delinquency of any payment by a Participant

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RESOLUTIONS CONT'D:

after the 10th calendar day following the date upon which it is due, on any amount in excess of \$1,500.00; and

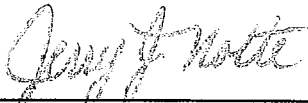
WHEREAS, said rate was previously set by the Authority at its regular meeting of February 9, 2011.

NOW, THEREFORE, Be It Resolved by the Pequannock, Lincoln Park and Fairfield Sewerage Authority that for the Fiscal Year 2013 the interest rate on any delinquent payments by the participants received by the Authority after the 10th calendar day following the date upon which it is due, shall be twelve percent (12%) per annum on any amount in excess of \$1,500.00 and to be calculated in accordance with Section 9 of said Agreement from the original due date; and

BE IT FURTHER RESOLVED, that a copy of the Resolution be provided to each of the Participants in accordance with the requirements of Section 9 of the Agreement.

**PEQUANNOCK, LINCOLN PARK AND
FAIRFIELD SEWERAGE AUTHORITY**

ATTEST:



Jerry J. Notte, Secretary
Dated: February 13, 2013



Arthur J. Schmidt, Chairman

REAPPOINTMENT OF PROFESSIONAL STAFF:

On motion by Mr. Voorman, seconded by Mr. Phelan, Resolution #13-013 Reappointment of the Authority Engineer, Resolution #13-014 Reappointment of the Authority Auditor, Resolution #13-015 Reappointment of Authority Financial Consultant, and Resolution #13-016 Reappointment of Authority Attorney were approved by the following vote:

VOTED AYE: VOORMAN, PHELAN, VERDONIK, KERWIN, WILD, CAMPISI, NOTTE, SCHMIDT
VOTED NAY: NONE

RESOLUTION #13-013

WHEREAS, there exists a need for General Engineering Consulting Services for the Pequannock, Lincoln Park and Fairfield Sewerage Authority (the "Authority"); and

WHEREAS, pursuant to the Local Public Contract law (NJSA 40A:11-5) a contract for professional services may be let without public bidding thereof;

NOW, THEREFORE, Be It Resolved by the Pequannock, Lincoln Park and Fairfield Sewerage Authority, as follows:

1. The firm of Hatch Mott MacDonald is retained in accordance with its proposal dated January 14, 2013 as the Authority's General Consulting Engineering, commencing on March 1, 2013 for a period of one (1) year.

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2. The Chairman is authorized and directed to execute a contract in accordance with the terms of this resolution.

3. This contract is awarded pursuant to a Fair and Open Process in accordance with NJSA 19:44A-20.5 et seq.

4. Notice of this contract shall be published in one of the Official Authority Newspapers.

**PEQUANNOCK, LINCOLN PARK AND
FAIRFIELD SEWERAGE AUTHORITY**

ATTEST:



Jerry J. Notte, Secretary
Dated: February 13, 2013



Arthur J. Schmidt, Chairman

RESOLUTION #13-014

WHEREAS, there exists a need for Auditing Services for the Pequannock, Lincoln Park and Fairfield Sewerage Authority (the "Authority"); and

WHEREAS, pursuant to the Local Public Contract law (NJSA 40A:11-5) a contract for professional services may be let without public advertising and bidding thereof;

NOW, THEREFORE, Be It Resolved by the Pequannock, Lincoln Park and Fairfield Sewerage Authority, as follows:

1. The firm of Ferraioli, Wielkotz, Cerullo and Cuva, P.A. is retained in accordance with its proposal dated January 10, 2013 as Authority Auditor, commencing on March 1, 2013 for a period of one (1) year in an amount not to exceed \$20,700, plus any additional services required in connection with NJEIT projects or GASB #34 compliance in accordance with the hourly rates set forth in its proposal.

2. The Chairman is authorized and directed to execute a contract in accordance with the terms of this resolution.

3. This contract is awarded in compliance with the requirements of NJSA 19:44A-20.4 et seq.

4. Notice of this contract shall be published in the official Authority newspaper.

**PEQUANNOCK, LINCOLN PARK AND
FAIRFIELD SEWERAGE AUTHORITY**

ATTEST:



Jerry J. Notte, Secretary
Dated: February 13, 2013



Arthur J. Schmidt, Chairman

**PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
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RESOLUTION #13-015

WHEREAS, there exists a need for Financial Consulting Services for the Pequannock, Lincoln Park and Fairfield Sewerage Authority (the "Authority"); and

WHEREAS, pursuant to the Local Public Contract law (NJSA 40A:11-5) a contract for professional services may be let without public advertising and bidding thereof;

NOW, THEREFORE, Be It Resolved by the Pequannock, Lincoln Park and Fairfield Sewerage Authority, as follows:


1. The firm of Municipal Capital Management is retained in accordance with its proposal dated January 18, 2013 as the Authority's Financial Consultant, commencing on March 1, 2013 for a period of one (1) year, with a not to exceed cap of \$15,000.
2. The Chairman is authorized and directed to execute a contract in accordance with the terms of this resolution.
3. This contract is awarded in compliance with the requirements of NJSA 19:44A-20.4 et seq.
4. Notice of this contract shall be published in the official Authority newspaper.

**PEQUANNOCK, LINCOLN PARK AND
FAIRFIELD SEWERAGE AUTHORITY**

ATTEST:



Arthur J. Schmidt, Chairman


Jerry J. Notte, Secretary
Dated: February 13, 2013

RESOLUTION #13-016

WHEREAS, there exists a need for an Attorney to provide General Legal Services for the Pequannock, Lincoln Park and Fairfield Sewerage Authority (the "Authority"); and

WHEREAS, pursuant to the Local Public Contract law (NJSA 40A:11-5) a contract for professional services may be let without public advertising and bidding thereof;

NOW, THEREFORE, Be It Resolved by the Pequannock, Lincoln Park and Fairfield Sewerage Authority, as follows:

1. The firm of Johnson & Conway, LLP. is retained in accordance with its proposal dated January 14, 2013 as Authority Attorney, commencing on March 1, 2013 for a period of one (1) year.
2. The Chairman is authorized and directed to execute a contract in accordance with the terms of this resolution.
3. This contract is awarded in compliance with the requirements of NJSA 19:44A-20.4 et seq.

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4. Notice of this contract shall be published in the official Authority newspaper.

**PEQUANNOCK, LINCOLN PARK AND
FAIRFIELD SEWERAGE AUTHORITY**

ATTEST:


Arthur J. Schmidt, Chairman


Jerry J. Notte, Secretary
Dated: February 13, 2013

MINUTES APPROVAL:

On motion by Mr. Phelan, seconded by Mr. Wild, the Minutes of the Regular Meeting of January 9, 2013 were approved by the following vote:

VOTED AYE: PHELAN, WILD, VERDONIK, VOORMAN, KERWIN, CAMPISI, NOTTE, SCHMIDT
VOTED NAY: NONE

REPORTS OF COMMITTEES:

FINANCE

Mr. Voorman presented the Treasurer's Report for the month of February (Copy Attached), along with the vouchers and the monthly reports for Hatch Mott MacDonald and Johnson and Conway.

PURCHASING AND PERSONNEL

Mr. Phelan presented the Personnel Actions for the month of February (copy attached), on motion by Mr. Phelan, seconded by Mr. Kerwin the first section of the Personnel Actions were approved by the following vote:

VOTED AYE: PHELAN, KERWIN, VERDONIK, VOORMAN, WILD, CAMPISI, NOTTE, SCHMIDT
VOTED NAY: NONE

On motion by Mr. Phelan, seconded by Mr. Verdonik the second portion of the Personnel Actions was approved by the following vote:

VOTED AYE: PHELAN, VERDONIK, VOORMAN, KERWIN, WILD, CAMPISI, NOTTE, SCHMIDT
VOTED NAY: NONE

Mr. Phelan suggested that the Authority try emailing the mailing packages sent to the Board prior to each meeting rather than producing hard copies and mailing them. A discussion took place; for the month of March we will send email and hard copies to be sure all members receive their full packages. If no problems arise, we will eliminate the hard copies in the future.

PLANT OPERATIONS:

Mr. Kerwin noted the report on the table. He mentioned that the Authority's sludge and septage intake has returned to normal quantities.

PLANNING & EXPANSION:

Mr. Notte had nothing to report.

CONSTRUCTION:

Mr. Verdonik noted that there are three ongoing projects. Mr. Solla stated that Trace has completed their work on Incinerator No. 1 and that the Authority has a complete 2 year warrantee.

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The next step is to contact Iron Hills by letter and set up a meeting.

INSURANCE & LEGISLATIVE REVIEW:

Mr. Wild had nothing to report.

LEGAL & PUBLIC RELATIONS:

Mr. Campisi had nothing to report.

EXECUTIVE DIRECTOR'S REPORT:

1. New Draft Discharge Permit

Still no change in status. TBSA comments submitted August 9, 2012. It may be that a final permit is pending a decision on the Phosphorus Appeal.

2. Phosphorus TMDL Appeal

No change in status. The Appellate Division is still gathering and reviewing information in order to make its decision.

3. Tiered Drinking Water Uses

The DEP has concluded its meetings with the workgroup and will now prepare a formal rulemaking to address a reasonable approach to handling nitrate and TDS. The process of working with the DEP has been very different from past dealings which had tended to be very contentious. On the table is a copy of an e-mail from Debbie Hammond of DEP, thanking the workgroup. Her comments are greatly appreciated.

4. Incinerator MACT Compliance Cost Evaluation

We are still waiting for Black and Veatch (B&V) to address the comments presented in my November 20, 2012 memo and make appropriate revisions to their report. Mike Solla has contacted B&V on a number of occasions to get this item completed and submit a final report to the Authority.

5. Contingency/Emergency Sludge Management Planning

Tomorrow Mike Solla and I will be meeting with the DEP and a number of other sludge handling authorities to discuss this topic at the Ocean County Utilities Authority. The agenda is very heavy on planning obligations and appears to resurrect past sludge management planning responsibilities and programs. Sludge capacity and infrastructure needs, implementation barriers and communication are also on the agenda.

6. EPA Action on NRDC Petition

Several years ago, the NRDC filed a petition for rulemaking to impose nutrient reduction as a nationwide standard, included in the Federal definition of secondary treatment. AEA participated in opposing that petition. We are pleased to hear that EPA has recently denied that petition.

7. FY 2013 Objectives

On the table for your consideration is a copy of my February 13 memo and listing of FY 2013 Objectives. Please let me know if you have any questions or comments.

Mr. Bongiovanni stated that the AEA Conference which is being held in March ends on the afternoon of the Board Meeting. He noted that Mike Solla, Art Schmidt and he will be attending. They will return in time for the meeting. Chairman Schmidt noted his report on the table which covers the AEA Conference held in Atlantic City this past January. Mr. Bongiovanni also noted that

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the National WEFTEC Conference in October will be in conflict with our Board Meeting. As it approaches, the Board should be aware that it may be necessary to reschedule the Board Meeting. The agenda for that conference will be released on April 2nd, at which time it will be sent to the Board for review.

ASSISTANT EXECUTIVE DIRECTOR'S REPORT:

1. Facility Improvements for Flood Operations

TBSA and HMM worked together to prepare a report which includes engineering and construction costs for flood operations improvements. It is a good working tool going forward to improve our operations during catastrophic events.

2. FEMA Claim

The final amount submitted was approximately \$184,000.

3. CP Engineers/Bioremediation

Their draft report is complete and they will be meeting with the TBSA staff within the next few weeks. Information will be available for the March Board Meeting.

4. Sludge Rate Schedule

TBSA was contacted by a company that has a group of packaging plants that would like to bring sludge in totaling approximately 250,000 gallons a year. At this time our minimum requirement is 500,000 gallons a year. A request to lower the minimum gallons was made; on motion by Mr. Phelan, seconded by Mr. Wild approval of lowering the minimum gallons per year to 250,000 was approved by the following vote:

VOTED AYE: PHELAN, WILD, VERDONIK, VOORMAN, KERWIN, CAMPISI, NOTTE, SCHMIDT

VOTED NAY: NONE

5. HMM Request for Increases

Electrical Record Drawings Update and Power System Study; due to change in scope of work an additional \$2,000 was approved bringing the project total to a not-to-exceed total of \$21,900.

IPP extra work due to Fleetwash, Inc.; approved an additional \$4,500 total not-to-exceed of \$33,000 for 2012-2013 services. \$13,500 in penalties was collected from Fleetwash, which more than covered the increase.

Mr. Notte questioned Black and Veatch and the nonresponsive attitude to the Authority's request to modify their report. Mr. Bongiovanni stated that he gave them updated data to recalculate their figures back in November 2012. Mr. Bongiovanni will contact Black and Veatch for an update on their progress.

ENGINEER'S REPORT:

Mr. John Scheri, of HMM distributed copies of the monthly Engineers Report. Mr. Scheri brought the members up-to-date on all on-going projects. Mr. Solla explained to the Board that once the UV Project is complete, the Authority will be responsible for approximately \$115,000 over the NJEIT funds available.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

None

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CORRESPONDENCE:

All members received copies of the correspondence prior to the meeting. The correspondence was reviewed and discussed and is on file with the Authority Secretary.

PUBLIC DISCUSSION:

None

RESOLUTIONS:

On motion by Mr. Phelan, seconded by Mr. Notte, Resolution #13-017 Renewal of Incinerator Engineering Services Contract; Resolution #13-018 Renewal of Contract for Safety and health Services; Resolution #13-19 Renewal of Special Legal Services Contract for Environmental Counsel; Resolution #13-020 Award of Special Engineering Services Contract; Resolution #13-021 Renewal of IPP Engineering Services Contract; and Resolution #13-022 Authorize Award of Contract for Special Legal Services for Labor and Employment Law were approved by the following vote:

VOTED AYE: PHELAN, NOTTE, VERDONIK, VOORMAN, KERWIN, WILD, CAMPISI, SCHMIDT

VOTED NAY: NONE

RESOLUTION #13-017

WHEREAS, there exists a need for an engineering firm with expertise in Incineration Operations and Repair Consulting Services for the Pequannock, Lincoln Park and Fairfield Sewerage Authority (the "Authority"); and

WHEREAS, pursuant to the Local Public Contract law (NJSA 40A:11-5) a contract for professional services may be let without public advertising and bidding thereof;

NOW, THEREFORE, Be It Resolved by the Pequannock, Lincoln Park and Fairfield Sewerage Authority, as follows:

1. The firm of Chavond-Barry Engineering Corporation is retained in accordance with its proposal dated December 21, 2012 for Incinerator Operations and Repair Consulting Services, commencing on March 1, 2013 for a period of one (1) year in an amount not to exceed \$40,000.
2. The Chairman is authorized and directed to execute a contract in accordance with the terms of this resolution.
3. This contract is awarded in compliance with the requirements of NJSA 19:44A-20.4 et seq.
4. Notice of this contract shall be published in one of the Official Authority Newspapers.

**PEQUANNOCK, LINCOLN PARK AND
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ATTEST:



Jerry J. Notte, Secretary
Dated: February 13, 2013



Arthur J. Schmidt, Chairman

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RESOLUTIONS CONT'D:

RESOLUTION #13-018

WHEREAS, there exists a need for a firm to provide Safety and Health Training and other safety related services for the Pequannock, Lincoln Park and Fairfield Sewerage Authority (the "Authority"); and

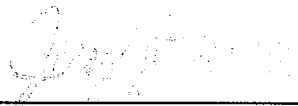
WHEREAS, pursuant to the Local Public Contract law (NJSA 40A:11-5) a contract for professional services may be let without public advertising and bidding thereof;

NOW, THEREFORE, Be It Resolved by the Pequannock, Lincoln Park and Fairfield Sewerage Authority, as follows:


1. The firm of Skyline Environmental, Inc. is retained in accordance with its proposal dated January 24, 2013 for Safety and Health Training and Safety Related Services, commencing on March 1, 2013 for a period of one (1) year in an amount not to exceed \$38,285.
2. The Chairman is authorized and directed to execute a contract in accordance with the terms of this resolution.
3. This contract is awarded in compliance with the requirements of NJSA 19:44A-20.4 et seq.
4. Notice of this contract shall be published in one of the Official Authority Newspapers.

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ATTEST:



Jerry J. Notte, Secretary
Dated: February 13, 2013



Arthur J. Schmidt, Chairman

RESOLUTION #13-019

WHEREAS, there exists a need for Special Legal Services for addressing matters related to the Authority's NJPDES discharge to surface water permit, settlement agreement related to that permit, ongoing and new environmental regulations and policies and various environmental compliance issues for the Pequannock, Lincoln Park and Fairfield Sewerage Authority (the "Authority"); and

WHEREAS, pursuant to the Local Public Contract law (NJSA 40A:11-5) a contract for professional services may be let without public bidding thereof;

NOW, THEREFORE, Be It Resolved by the Pequannock, Lincoln Park and Fairfield Sewerage Authority, as follows:

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RESOLUTIONS CONT'D:


1. The firm of Maraziti, Falcon and Healey, LLP is retained in accordance with its proposal dated January 7, 2013 as Special Legal Counsel, commencing on March 1, 2013 for a period of one (1) year.
2. The Executive Director is authorized and directed to execute a contract in accordance with the terms of this resolution.
3. This contract is awarded in compliance with the requirements of NJSA 19:44A-20.5 et seq.
4. Notice of this contract shall be published in one of the Official Authority Newspapers.

**PEQUANNOCK, LINCOLN PARK AND
FAIRFIELD SEWERAGE AUTHORITY**

ATTEST:



Jerry J. Notte, Secretary
Dated: February 13, 2013


Arthur J. Schmidt, Chairman

RESOLUTION #13-020

WHEREAS, there exists a need for an legal firm for Various Consulting Services for the Pequannock, Lincoln Park and Fairfield Sewerage Authority (the "Authority"); and

WHEREAS, pursuant to the Local Public Contract law (NJSA 40A:11-5) a contract for professional services may be let without public advertising and bidding thereof;

NOW, THEREFORE, Be It Resolved by the Pequannock, Lincoln Park and Fairfield Sewerage Authority, as follows:


1. The firm of CP Engineers LLC, is retained in accordance with its proposal dated January 23, 2013 for Various Engineering Consulting Services, commencing on March 1, 2013 for a period of one (1) year in an amount not to exceed \$53,000.
2. The Chairman is authorized and directed to execute a contract in accordance with the terms of this resolution.
3. This contract is awarded in compliance with the requirements of NJSA 19:44A-20.4 et seq.
4. Notice of this contract shall be published in one of the Official Authority Newspapers.

**PEQUANNOCK, LINCOLN PARK AND
FAIRFIELD SEWERAGE AUTHORITY**

ATTEST:



Jerry J. Notte, Secretary
Dated: February 13, 2013


Arthur J. Schmidt, Chairman

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
FEBRUARY 13, 2013 6:00 pm RE-ORGANIZATIONAL MEETING

RESOLUTIONS CONT'D:

RESOLUTION #13-021

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority (hereinafter the "Authority"), has need for engineering services to manage the Authority's Industrial Pretreatment Program (IPP); and

WHEREAS, pursuant to the Local Public Contract Law (NJSA 40A:11-5) a contract for professional services may be let without bidding thereof;

WHEREAS, the Authority has determined that these engineering services need to be conducted by consulting engineers who are specially trained and qualified to provide the service in the form of a professional services contract; and

WHEREAS, the Authority has received two (2) proposals for these professional services.

NOW, THEREFORE, Be It Resolved by the Pequannock, Lincoln Park and Fairfield Sewerage Authority as follows:


1. The January 15, 2013 proposal received from Hatch Mott MacDonald for consulting engineering services to manage the Authority's IPP program is acceptable.
2. These services will be preformed by Hatch Mott MacDonald under the terms of their existing general consulting services agreement with a Not to Exceed amount of \$28,500.
3. This contract is awarded in compliance with the requirements of NJSA 19:44A-20.5 et seq.
4. A notice of this action shall be published in one of the Official Authority Newspapers.

**PEQUANNOCK, LINCOLN PARK AND
FAIRFIELD SEWERAGE AUTHORITY**

ATTEST:



Arthur J. Schmidt, Chairman



Jerry J. Notte, Secretary
Dated: February 13, 2013

RESOLUTION #13-022

WHEREAS, there exists a need for an attorney to provide Special Legal Services for Labor and Employment Law for the Pequannock, Lincoln Park and Fairfield Sewerage Authority (the "Authority"); and

WHEREAS, pursuant to the Local Public Contract law (NJSA 40A:11-5) a contract for professional services may be let without public advertising and bidding thereof;

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
FEBRUARY 13, 2013 6:00 pm RE-ORGANIZATIONAL MEETING

RESOLUTIONS CONT'D:

NOW, THEREFORE, Be It Resolved by the Pequannock, Lincoln Park and Fairfield Sewerage Authority, as follows:

1. The firm of Trimboli and Prusinowski LLC, is retained in accordance with its proposal dated January 15, 2013 for Special Legal Services, commencing on January 1, 2013 for a period of one (1) year in an amount not to exceed \$10,000.
2. The Chairman is authorized and directed to execute a contract in accordance with the terms of this resolution.
3. This contract is awarded in compliance with the requirements of NJSA 19:44A-20.4 et seq.
4. Notice of this contract shall be published in one of the Official Authority Newspapers.

**PEQUANNOCK, LINCOLN PARK AND
FAIRFIELD SEWERAGE AUTHORITY**

ATTEST:



Jerry J. Notte, Secretary
Dated: February 13, 2013



Arthur J. Schmidt, Chairman

On motion by Mr. Voorman, seconded by Mr. Phelan, Resolution #13-023 Operating Vouchers Approval was approved by the following vote (Copy Attached):

VOTED AYE: VOORMAN, PHELAN, VERDONIK, KERWIN, WILD, CAMPISI, NOTTE, SCHMIDT
VOTED NAY: NONE

On motion by Mr. Voorman, seconded by Mr. Verdonik, Resolution #13-024 Construction Vouchers Approval was approved by the following vote (Copy Attached):

VOTED AYE: VOORMAN, VERDONIK, PHELAN, KERWIN, WILD, CAMPISI, NOTTE, SCHMIDT
VOTED NAY: NONE

On motion by Mr. Wild, seconded by Mr. Phelan, Resolution #12-021 Closed Session was approved by the following vote:

RESOLUTION #12-021

WHEREAS, The Open Public Meeting Act, Chapter 231 of the Laws of 1975 provides that a public body may exclude the public from that portion of a meeting at which the public body discusses certain matters for which confidentiality is required as permitted in Section 7b of the Act;

NOW, THEREFORE, Be It Resolved, by the Pequannock, Lincoln Park and Fairfield Sewerage Authority, as follows:

1. The following matters are to be discussed by the Authority on a confidential basis as

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
FEBRUARY 13, 2013 6:00 pm RE-ORGANIZATIONAL MEETING

RESOLUTIONS CONT'D:

provided for in Section 7b of the Act:


- a) Professional Services Contracts
- b) Personnel Matters

2. The matters will be considered at this meeting, and the public shall not be admitted to this discussion.

3. It is not known when or if the matters to be discussed in closed session can be disclosed to the public.

**PEQUANNOCK, LINCOLN PARK AND
FAIRFIELD SEWERAGE AUTHORITY**

ATTEST:



Jerry J. Notte, Secretary
Dated: February 13, 2013




Arthur J. Schmidt, Chairman

The public portion of the meeting was adjourned at 7:00 p.m. to go into Closed Session.

The meeting was reconvened to the public at 7:12 p.m.

On motion by Mr. Phelan, seconded by Mr. Campisi and All in Favor and there being no further business to come before the Authority, the meeting was adjourned at 7:13 p.m.



Jerry J. Notte, Secretary
Dated: February 13, 2013



Dale Allen, Recording Secretary

PEQUANNOCK, LINCOLN PARK AND
FAIRFIELD SEWERAGE AUTHORITY

TREASURER'S REPORT
Board Meeting of 2/13/13

Period Ending January 31, 2013

**OPERATIONS AND ADMINISTRATION
ACCOUNT BALANCES:**

Operating Checking Account		\$58,567.88
Payroll Checking Account		\$198,649.70
Revenue Account - Trustee	\$2,792,557.50	
NJ Cash Mgm't Fund - Revenue	<u>\$2,612,065.72</u>	
Subtotal:	\$5,404,623.22	\$5,404,623.22
Total End of Month Balance:		<u>\$5,661,840.80</u>

EXPENDITURES THIS MONTH:

Operating Account - bills, benefits, etc.	\$375,349.84	*
Payroll Account - taxes	\$78,172.25	**
-salaries & wages (net)	<u>\$158,537.72</u>	**
Total Expenditures for: January 2013	\$612,059.81	

* Amount shown has not been deducted from above account balances.

** Amount shown has been deducted from above account balances.

**TRUSTEE ACCOUNTS
ACCOUNT BALANCES:**

	<u>INVESTMENTS</u>	<u>CASH</u>	<u>TOTAL</u>
General:	\$276,812.69	\$0.00	\$276,812.69
Bond Service:	\$268,675.40	\$0.00	\$268,675.40
Bond Reserve:	\$1,744,191.06	\$0.00	\$1,744,191.06
Bond Renewal & Replacement - Bank:	\$584,655.52	\$0.00	\$584,655.52
- NJCMF:	\$1,678,712.92	\$0.00	\$1,678,712.92
Construction Improvements	<u>\$1,454,774.07</u>	<u>\$0.00</u>	<u>\$1,454,774.07</u>
Total End of Month Balance:	\$0.00		<u>\$6,007,821.66</u>

GRAND TOTAL: \$11,669,662.46

EXPENDITURES THIS MONTH:

Construction Improvements	\$673.50
Total Expenditures for January 2013:	<u>\$673.50</u>

* Amount shown has not been deducted from above account balances.


Robert A. Voorman, Treasurer


Dale Allen, Secretary to the Board

The Pequannock, Lincoln Park & Fairfield Sewerage Authority

Date: February 13, 2013

Personnel Actions:

	<u>Increase</u>	<u>Rate</u>	<u>Effective</u>
<u>Anniversary:</u>			
Joe Gibson Employed: 28.7 years Chief Operator - 8.2 years		2.5%	2/19/2013

Approve FY 2013 Wage & Salary Guide

**** Also Attached:**

Current Wages and Salaries List -- *Revised through January 2013 Increases*
TBSA Organizational Chart - 2013

OPERATING

RESOLUTION # 13-023

BE IT RESOLVED, by The Pequannock, Lincoln Park and Fairfield Sewerage Authority that the bills on the list annexed hereto and made a part hereof be approved for payment and that after Voucher #14071 through #14167 have been approved by the Chairman or the Treasurer, the Treasurer shall issue warrants in payment thereof, when there are sufficient funds available to meet them.

Payee	Ck #	Vou. #	Ck. Am't	Description	Acc't #
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2012 BUDGET

Aqua Pro-Tech Laboratories		14071	2,589.00	Chemical Analayis/Rec'd 11/6	b51.65
C.J. Vanderbeck and Son, Inc.		14072	2,600.00	PM/Boilers	b51.33
Hatch Mott MacDonald		14073	4,521.01	TBSA Elec Dwg & Power Study	b51.53

TOTAL 2012 BUDGET 9,710.01

2013 BUDGET

Payee	Ck #	Vou. #	Ck. Am't	Description	Acc't #
A.W. Chesteron Co.		14074	423.01	Pts/Grit Screw PM/Shop Supplies	a51.31
A.W. Chesteron Co.			1,653.39	Rebuild Kit/Ash Pumps	a51.31s
Accurate Pest Control, Inc.		14075	178.34	Pest Control/Dec'12-Jan'13	a51.41
Action Fuse		14076	199.80	Fuses/Belt Press Odor Control	a51.31s
ADP, Inc (Louisville)		14077	699.68	Payroll Processing Chrg	a31.38
Advanced Disposal		14078	1,168.38	Service/Dec'12	a51.51
Air Liquide America Specialty Gases		14079	162.75	Rental (12/31)	a51.31s
Allen Paper & Supply Co.		14080	1,376.12	Cleaning Supplies	a51.41
American Express		14081	93.05	Business Expenses	a31.21
American Express			120.00	Salad/Board Mtg & Florist DeBonte	a31.36
American Express			950.00	Computer Support	a51.52
American Wear		14082	350.04	Uniforms	a51.43
AP/Certified Testing		14083	125.00	Field Test/Backflow Preventor	a51.65
Aqua Pro-Tech Laboratories		14084	574.00	Chemical Analayis/Rec'd 12/5	a51.65
Ashbrook Simon-Hartley		14085	493.91	Pts/Belt Filter Press	a51.31s
AWISCO		14086	100.11	Shop Supplies	a51.31
Bergen Industrial Supply Co., Inc.		14087	115.14	Pts/Inc #1	a51.31s
Borough of Lincoln Park Water		14088	174.00	PS' (11/1-1/31/13)	a51.14
Borough of Lincoln Park Water			864.00	Two Bridges Rd (10/1-12/31/12)	a51.14
C & H Distributors, LLC		14089	168.14	Casters	a51.31
Cablevision		14090	219.80	Internet Service 12/16-2/15/13	a31.35
Chavond-Barry Engineering Corp.		14091	168.75	Annual 503 Reports	a51.63
Chavond-Barry Engineering Corp.			225.00	Subpart O Reports	a51.63
Chavond-Barry Engineering Corp.			464.25	Quarterly EE Reports	a51.63
Clark Transmission Co.		14092	309.48	V-Belts/Shop Supplies	a51.31
Clark Transmission Co.			35.93	Bushings/Penn Pump Scavenger	a51.31s
CP Engineers, LLC		14093	336.51	Ash Lagoon Compliance Wells	a51.63
CP Engineers, LLC			120.00	CEA Recertification	a51.63
CP Engineers, LLC			1,535.00	Semi-Annual GW Monitoring	a51.63
CP Engineers, LLC			10,000.00	Soil Bioremediation Project	a51.63
CP Engineers, LLC			1,965.52	Sewer Rehabilitation/Const Phase	a61.10
Criger Service		14094	218.75	Transport Forklift	a51.31
Dwyer Instruments, Inc.		14095	332.90	Flow Meter	a51.31
Eastern Data Paper, Inc.		14096	158.54	Circular Pie Charts/JPS	a51.31
Engineered Solutions Corp.		14097	687.50	Schwing Upgrade 2012	a51.52
Engineered Solutions Corp.			4,252.50	Comp Supp/Operations	a51.52
Engineered Solutions Corp.			605.00	Inst TS/Engrg	a51.56
Environmental Resource Assoc.		14098	529.40	Lab Supplies	a51.42
Express Employment Professionals		14099	4,845.10	Temp Employee/J. Hardwick(Jan)	a11.00

Fairfield Maintenance Inc.	14100	55.68	Monitoring USTs	a51.65
Fairfield Maintenance Inc.	14101	520.00	Monthly UST Inspections/Dec.'12, Jan'13	a51.65
FedEx	14102	19.50	Postage	a31.34
Finch Fuel Oil Co. Inc.	14103	58,381.33	Fuel Oil/Plant (1/7-1/30)	a51.13
Fisher Scientific	14104	1,127.72	Lab Supplies	a51.42
G. P. Jager & Associates, Inc.	14105	1,485.00	Central #2 Grinder Rpr.	a51.33
GA Industries, LLC	14106	780.00	Check Valve/Skimming Pump	a51.31s
GenServe Inc.	14107	614.98	Repl/Solenoid/Generator/DPS	a51.33
Grainger, Inc.	14108	387.68	Steel Bookcase/Plan Room	a31.31
Grainger, Inc.		1,382.84	Shop & Plant Supplies	a51.31
Grainger, Inc.		36.84	Cleaning Supplies	a51.41
Grainger, Inc.		9.70	Wall Switch/Lab	a51.42
Grainger, Inc.		780.66	Body Harness/Safety Supplies/Gloves	a51.44
Hatch Mott MacDonald	14109	917.94	PAA Pilot Study	a51.53
Hatch Mott MacDonald	14110	1,550.00	Gen'l Consulting/Dec'12	a51.53
Hatch Mott MacDonald	14111	354.26	Primary Substation 35K	a61.10
Highlands Industrial Turbine Service	14112	1,502.58	PM Plant Turbine Generator	a51.33
Hospice of Palm Beach County	14113	100.00	Memorial Donation/Solla	a31.36
Industrial Fabrics Corp.	14114	6,873.10	Durotex Belts	a51.37
Industrial Instrumentation Solutions	14115	1,564.36	Qtrly Inspection/Flowmeters 1/15	a51.56
Instrumentation Technology Systems	14116	6,820.00	Rpr Touch Control Screen/CPS	a61.10
JCI Jones Chemicals, Inc.	14117	2,421.94	Sodium Hypochlorite	a51.23
Jersey Central Power&Light	14118	20,210.80	Plant	a51.11
Jersey Central Power&Light		3,174.22	PS'	a51.12
Johnson & Conway, LLP	14119	2,990.76	Ser/Gen'l & Retainer/Jan'13	a51.58
Mailboxes & Packaging Plus	14120	16.01	UPS Shipping	a31.34
Maraziti, Falcon & Healey, L.L.P.	14121	1,730.60	TMDL Appeal - Dec'12	a51.68
Maresca Lumber	14122	639.74	Rock Salt	a51.41
McMaster-Carr Supply Co.	14123	745.93	Parts/Shop Supplies	a51.31
McMaster-Carr Supply Co.		30.21	USB Flash Drive/Shop Supply	a51.52
National Safety Council	14124	375.00	Annual Membership/W. Murphy	a31.22
NJDEP/NJ Safe Drinking Water	14125	200.00	Renew Permit/Phys Connection	a51.62
New Jersey Manufacturers Ins. Co.	14126	8,370.00	W.Comp/Pym't #2 of 11	a51.48
One Call Concepts	14127	67.40	One Call Messages/Dec'12	a51.62
Pitney Bowes Credit Corp.	14128	80.00	Postage Meter Lease/Jan'13	a31.34
PPL EnergyPlus	14129	59,424.26	Plant/4004	a51.11
PPL EnergyPlus		8,898.94	Pump Stations	a51.12
PSE&G	14130	10.99	PS/Jane Rd.	a51.12
PSE&G	14131	921.57	PS/Fairfield Rd.	a51.12
PSE&G	14132	1,302.61	PS/Glenroy Rd.	a51.12
R & R Pump & Control Services, LLC	14133	918.23	Transducer/CPS	a51.31
St. Jude Childrens' Research Hospital	14134	100.00	Donation/Shuart/Marquez	a31.36
Shimadzu Scientific Instruments	14135	2,100.00	Repair of Instrument	a51.42
Skyline Environmental, Inc.	14136	2,195.00	Hot Works Training	a51.64
State of NJ/Pensions & Benefits	14137	2,114.60	Dental Insurance	a21.12
State of NJ/Pensions & Benefits	14138	43,367.53	Health Benefits	a21.12
State of NJ/Unemploy. Reimburse	14139	9,165.00	State Reimbursement/Mayer	a3102
Syna-Flow Technologies	14140	3,810.00	Ser/Bi-Annual PM/Inc#1 Blowers	a51.33s
TBSA/Arthur J. Schmidt	14141	190.67	Exp/AEA Conf	a31.21
TBSA/Donna Peteja	14142	20.00	Flu Vaccine	a51.64
TBSA/Ernest DeGraw	14143	20.00	Flu Vaccine	a51.64
TBSA/Michael E. Solla	14144	173.90	Exp/Lunches	a31.21
TBSA/Michael E. Solla		282.95	Exp/AEA Conference	a31.21
TBSA/Michael E. Solla		98.03	Cell Phone	a31.35
TBSA/Patrick Tuohy	14145	550.00	Advanced Collection Course	a31.24
TBSA/Petty Cash	14146	325.46	Reimburse (1/2-2/5/13)	a31.36
TBSA/William Murphy	14147	550.00	Advanced Collection Course	a31.24
TD Bank	14148	182.54	Service Charge/December	a31.11
True Value Hardware	14149	111.23	Latex Foam/Shop Supplies	a51.31
United Cooling & Refrigeration Inc.	14150	1,098.75	PM/Nov-Jan'13/Pymt 3 of 4	a51.33
United Cooling & Refrigeration Inc.	14151	461.00	Svc/Site Insp/AC/Inc#2 Control Rm	a51.33s
USA Blue Book	14152	453.50	Lab Supplies	a51.42
USA Mobility	14153	13.44	Pagers 1/10-3/31/13	a51.38

USALCO Baltimore Plant, LLC	14154	16,160.85	Polyaluminum Chloride	a51.25
VanGuard Cleaning Systems	14155	323.00	Cleaning Service/Feb'13	a51.41
Verizon	14156	587.64	Telephone 2/13	a31.35
Verizon		1,841.88	Lease Lines 2/13	a31.37
Verner-Cadby Ford	14157	186.45	Ser/13 Ford Explorer	a51.36
W. B. Mason Co., Inc.	14158	84.12	Toaster Oven	a31.31
W. B. Mason Co., Inc.		743.62	Office Supplies	a31.33
Wallington Plumbing & Heating Supply	14159	54.63	Shop Supplies	a51.31
Wayne Auto Supply	14160	17.94	Anti Freeze	a51.31
Wayne Auto Supply		11.44	Bulbs/Lamp/Utility Truck	a51.36
Wayne Electrical Supply Company	14161	402.09	Electrical Supplies	a51.31
Wayne Electrical Supply Company		357.50	Exit Signs/Shop Supplies	a51.44
WEB Insurance Consultants	14162	2,800.00	ConsultSer/Submission of Report	a51.48
Willis of New Jersey, Inc.	14163	6,033.82	Renew/Comm. Umbrella Excess	a51.48
Willis of New Jersey, Inc.	14164	7,532.00	Renew/Public Official Liability	a51.48
Willis of New Jersey, Inc.	14165	25,115.73	Renew/Spec.Multi Peril w/Auto	a51.48
Wizard Printing	14166	27.50	Self Inking Notary Stamp/Dale	a31.33
Zee Medical, Inc.	14167	1,183.85	Safety Supplies & Training	a51.44

TOTAL 2013 BUDGET 365,639.83

TOTAL 2012 BUDGET 9,710.01

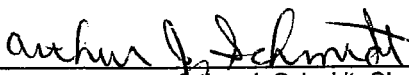
TOTAL 2013 BUDGET 365,639.83

TOTAL BOTH BUDGETS 375,349.84

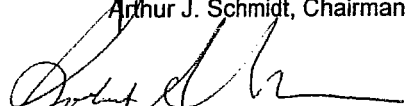
GenServe, Inc.	32786	13040	877.04	Bookkeeping Correction	b51.33
GenServe, Inc.	32786	13040	-877.04	Bookkeeping Correction	b51.32

IT IS HEREBY CERTIFIED, this is a true and correct copy of a Resolution adopted on Roll Call at a Regular Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority held on February 13, 2013.

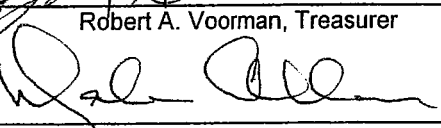
Dated: February 13, 2013



 Arthur J. Schmidt, Chairman



 Robert A. Voorman, Treasurer



 Dale Allen, Recording Secretary

CONSTRUCTION FUND

RESOLUTION # 13-024

BE IT RESOLVED, By The Pequannock, Lincoln Park and Fairfield Sewerage Authority that the bills on the list annexed hereto and made a part hereof, be approved for payment, and that after Vouchers #0618 through #0618 have been approved by the Chairman or the Treasurer, the Treasurer shall issue Warrants in payment thereof, when there are sufficient funds available to meet them.

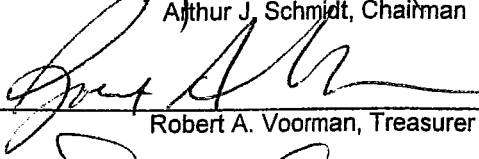
Payee	Ck#	Vou. #	Ck. Am't	Description	Acc't #
Engineered Solutions Corp.		0618	137.50	UV Upgrade	a83.41
Engineered Solutions Corp.			536.00	CO Servers 2012	a83.42
TOTAL 2013 BUDGET			673.50		

IT IS HEREBY CERTIFIED, this is a true and correct copy of a Resolution adopted on Roll Call at a Regular Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority held on February 13, 2013.

Dated: February 13, 2013



Arthur J. Schmidt, Chairman



Robert A. Voorman, Treasurer



Dale Allen, Recording Secretary