

**PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY**  
**JULY 10, 2013** **6:00 pm** **REGULAR MEETING**

The Regular Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority was held on Wednesday, July 10, 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, Arthur Schmidt

**Also Present:**

Johnson & Conway: John Napolitano

Hatch Mott MacDonald: John Scheri

TBSA: Robert N. Bongiovanni  
Michael E. Solla  
Dale Allen

**OPENING 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

**MINUTES APPROVAL:**

On motion by Mr. Kerwin, seconded by Mr. Voorman, the Minutes of the Meeting of June 12, 2013 were approved by the following vote:

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

**ABSTAIN:** PHELAN

**REPORTS OF COMMITTEES:**

**FINANCE:**

Mr. Voorman presented the Treasurer's Report for the month of July (copy attached), along with the vouchers and the monthly financial reports for Hatch Mott MacDonald and Johnson and Conway. He noted that the Preliminary Budget for FY 2014 was on the table.

**PURCHASING and PERSONNEL:**

Mr. Phelan noted there were no Personnel Actions for the month of July.

**PLANT OPERATIONS:**

Mr. Kerwin noted the Operating report on the table.

**PLANNING AND EXPANSION:**

Mr. Notte had nothing to report.

**CONSTRUCTION:**

Mr. Verdonik noted that the Construction Report was on the table. He stated that during Closed Session there would be further discussion on the Incinerator Project.

**INSURANCE & LEGISLATIVE REVIEW:**

Mr. Wild had nothing to report.

**LEGAL & PUBLIC RELATIONS:**

Mr. Campisi had nothing to report.

**EXECUTIVE DIRECTOR'S REPORT:**

**1. Discharge Permit and Related Items**

By letter dated June 14<sup>th</sup>, Diane Alexander forwarded a copy of the Petitioners "Notice of Motion to Extend Time to File Petitioners Brief". The request is for a 30 day extension on the filing of our TMDL Appeal brief.

**2. Early Redemption of 2003 Bonds**

We met on June 25<sup>th</sup> to discuss this item and got it moving. See my June 26<sup>th</sup> memo for a brief summary. The next step is for Bob Beinfeld to contact our Trustee, Bank of New York Mellon.

**3. Financial Disclosure Statements (FDS)**

On June 26<sup>th</sup>, Dale Allen electronically filed the listing of Authority officers who filed their FDS, along with the corresponding Filing Receipt Numbers for each individual. All required FDS have been submitted.

**4. Increase in Safe Yield**

It has been over one year since our May 10, 2012 letter (prepared by Anchor/QEA on our behalf) objecting to the NJDWSC request for this increase in safe yield. Despite our 6 pages of comments and numerous other parties expressing their concerns, by letter of June 14, 2013 the DEP has approved the requested increase. We were only made aware of this action on July 2<sup>nd</sup>, when a news reporter called and left a message. The news article was published on July 3<sup>rd</sup> and a copy was included in our email package. *There was a brief discussion regarding safe yield and quality of water.*

**ASSISTANT EXECUTIVE DIRECTOR'S REPORT:**

**1. HMM**

Mr. Solla thanked John Scheri of HMM for the continuing information he provides regarding funding which may be available to the Authority for future projects.

**2. Plant Accomplishments**

Mr. Solla discussed the report constructed by Ernie DeGraw, Plant Superintendent, which lists the plant accomplishments over the past year. This information is provided in the Yearly Engineer's Report but was specifically part of the correspondence file this month for the Board's information.

**3. Plant Inspection**

The state is cracking down on plants that are running generators during curtailment. The state inspector reviewed all of our records.

**ENGINEER'S REPORT:**

Mr. John Scheri, of HMM distributed copies of the monthly Engineers Report and brought the members up-to-date on all on-going projects.

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

**1. Preliminary FY 2014 Budget**

Mr. Bongiovanni presented the preliminary budget for FY 2014 stating that it is very similar to the 2013 budget, which he noted as good news. He reviewed the highlights and the schedule which the Authority follows in order to reach final approval of the new budget. The major cost/revenue categories were also reviewed. One particular item of cost savings for this year's budget is the planned redemption of Authority Bonds which will lower the Authority's interest payments. A brief discussion followed.

**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. Verdonik, Resolution #13-048, Award of Bid for Sodium Hypochlorite was approved by the following vote:

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

**RESOLUTION #13-048**

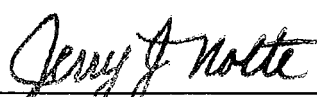
**WHEREAS**, the Pequannock, Lincoln Park and Fairfield Sewerage Authority (hereinafter the "Authority"), advertised and received four (4) bids for Sodium Hypochlorite on July 2, 2013; and

**WHEREAS**, the bid of JCI Jones Chemicals Inc. was the low bid of the four (4) bids received, at \$0.770 per gallon for a total bid of \$36,960.00;

**NOW, THEREFORE**, Be It Resolved by the Pequannock, Lincoln Park and Fairfield Sewerage Authority that it does hereby award the bid for Sodium Hypochlorite to, JCI Jones Chemicals Inc. in accordance with its bid and the specifications.

The Executive Director is hereby authorized to proceed with a written contract with the successful bidder.

**ATTEST:**



Jerry J. Notte, Secretary

Dated: July 10, 2013

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

  
Arthur J. Schmidt, Chairman

**RESOLUTIONS CONT'D:**

On motion by Mr. Voorman, Seconded by Mr. Phelan, Resolution #13-049 Operating Vouchers Approval was approved by the following vote (copy attached):

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

On motion by Mr. Voorman, seconded by Mr. Phelan, Resolution #13-050, Construction Vouchers Approval was approved by the following vote (copy attached):

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

On motion by Mr. Kerwin, seconded by Mr. Wild, Resolution #13-051, Closed Session was approved by the following vote:

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

**RESOLUTION #13-051**

**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 provided for in Section 7b of the Act:

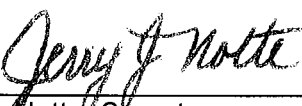
- a) Incinerator #1 Project/Closeout
- b) Goddard School Contractor Claim

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: July 10, 2013

  
\_\_\_\_\_  
Arthur J. Schmidt, Chairman

**PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY**  
**JULY 10, 2013                      6:00 pm                      REGULAR MEETING**

The public portion of the meeting was adjourned at 6:28 p.m. to go into Closed Session.

The meeting was reconvened to the public at 7:10 p.m.

On motion by Mr. Phelan, seconded by Mr. Notte and all in favor and there being no further business to come before the Authority, the meeting was adjourned at 7:11 p.m.



\_\_\_\_\_  
Jerry J. Notte, Secretary  
Dated: July 10, 2013



\_\_\_\_\_  
Dale Allen, Recording Secretary

PEQUANNOCK, LINCOLN PARK AND  
FAIRFIELD SEWERAGE AUTHORITY

**TREASURER'S REPORT**

Board Meeting of 7/10/13

**Period Ending June 30, 2013**

OPERATIONS AND ADMINISTRATION  
ACCOUNT BALANCES:

Operating Checking Account		\$68,447.91
Payroll Checking Account		\$203,844.30
Revenue Account - Trustee	\$4,886,765.56	
NJ Cash Mgm't Fund - Revenue	<u>\$2,612,659.85</u>	
Subtotal:	\$7,499,425.41	\$7,499,425.41
Total End of Month Balance:		<u>\$7,771,717.62</u>

EXPENDITURES THIS MONTH:

Operating Account - bills, benefits, etc.	\$326,319.56	*
Payroll Account - taxes	\$49,926.45	**
-salaries & wages (net)	\$98,877.52	**
Total Expenditures for: July 2013	<u>\$475,123.53</u>	

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

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

TRUSTEE ACCOUNTS  
ACCOUNT BALANCES:

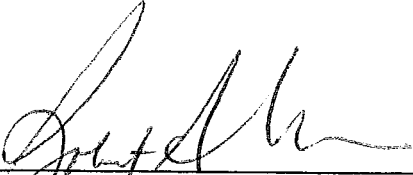
	<u>INVESTMENTS</u>	<u>CASH</u>	<u>TOTAL</u>
General:	\$276,812.69	\$0.00	\$276,812.69
Bond Service:	\$0.00	\$0.00	\$0.00
Bond Reserve:	\$1,740,567.79	\$0.00	\$1,740,567.79
Bond Renewal & Replacement - Bank:	\$618,284.91	\$0.00	\$618,284.91
- NJCMF:	\$1,679,094.76	\$0.00	\$1,679,094.76
Construction Improvements	\$1,501,764.64	\$0.00	\$1,501,764.64
Total End of Month Balance:			<u>\$5,816,524.79</u>

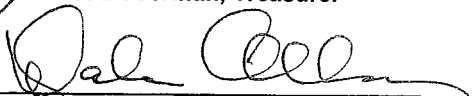
GRAND TOTAL: \$13,588,242.41

EXPENDITURES THIS MONTH:

Construction Improvements	\$4,745.00
Total Expenditures for July 2013:	<u>\$4,745.00</u>

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

  
Robert A. Voorman, Treasurer

  
Dale Allen, Secretary to the Board

OPERATING

RESOLUTION #13-049

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 #14519 through # 14591 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 #
A E A		14519	195.00	Registration/RNB,MES,WJM	a31.24
Action Fuse		14520	2,289.12	Fuses/CPS/SSPS	a51.31
Advanced Disposal		14521	1,121.33	May'13 Service	a51.51
Advanced Disposal		14522	516.54	Temp R/O Service	a51.51
Air Liquide America Specialty Gases		14523	62.40	Rental (5/31)	a51.31s
AirGas Safety Inc.		14524	99.51	Lab Supplies/Gloves	a51.42
Allen Paper & Supply Co.		14525	959.33	Cleaning Supplies	a51.41
American Wear		14526	335.08	Uniforms/June	a51.43
Aqua Pro-Tech Laboratories		14527	2,874.00	Chemical Analysis/Rec'd 5/13	a51.65
Balco Industries, Inc.		14528	1,004.00	Safety Supplies	a51.44
BioTriad Environmental, Inc.		14529	4,149.00	PO4952/VaporScent/Odor Control	a51.21
Borough of Lincoln Park Water & Sewer		14530	450.00	Two Bridges Hydrants (3/1-5/31/13)	a51.14
Borough of Lincoln Park Water & Sewer		14531	864.00	Two Bridges Rd (4/1-6/30/13)	a51.14
Cablevision		14532	251.80	Internet Service 6/16-7/15/13	a31.35
Chavond-Barry Engineering Corp.		14533	3,240.90	General Advise	a51.63
Clark Transmission Co.		14534	465.16	Pts/Shop Supplies	a51.31
Clark Transmission Co.		14535	919.69	2nd Effluent Pump#1 Rep/Pts/Supplies	a51.31
Costco Wholesale		14536	110.00	Membership Renewal	a31.22
CP Engineers		14537	640.00	Semi-Annual GW Monitoring Report	a51.63
David Weber Oil Company		14538	1,676.40	Oil/Plant PM	a51.34
Electronic Drives and Controls		14539	674.95	Field Serv/2nd Stage Effluent Pump #1	a51.32
Engineered Solutions Corp.		14540	6,952.88	Comp Supp/Operations/Equip NC	a51.52
Engineered Solutions Corp.			907.50	Inst TS/Engrg	a51.56
Express Employment Professionals		14541	5,037.88	PO 4961/Temp Emp/J. Hardwick/June	a11.00
Finch Fuel Oil Co. Inc.		14542	36,289.52	Fuel Oil/Plant (6/10)	a51.13
Fisher Scientific		14543	585.41	Lab Supplies	a51.42
G. P. Jager & Associates, Inc.		14544	17,892.50	PO4945/Grinder Core Exchange/PPS	a61.10
Grainger, Inc.		14545	3,085.03	PO4951/Sign/Label Mkr/Tape/OpSupp	a51.31
Grainger, Inc.		14546	130.26	Saw Blades/Wrench/Batteries	a51.31
Grainger, Inc.			57.16	Tyvek Suit	a51.44
Grainger, Inc.		14547	1,661.00	Air Conditioner/Dehumidifier	a31.31
Grainger, Inc.			30.13	Surge Protector	a31.33
Grainger, Inc.			947.98	Shop Supp,Tools,Roof Flash,Batteries	a51.31
Grainger, Inc.			37.14	Broom & Handle/Plant Supplies	a51.41
Grainger, Inc.			49.08	Signs/Gloves	a51.44
Grainger, Inc.			173.46	Bug Zapper/Insect Repellent	a51.54
Hach Company		14548	749.39	Annual Serv/Rpr of UVT Probes	a51.31
Hach Company			468.43	Lab Supplies	a51.42
Hatch Mott MacDonald		14549	1,550.00	Gen'l Consulting/May'13	a51.53
Hatch Mott MacDonald		14550	1,493.47	IPP Services/Jun'13	a51.63
Hayes Pump Inc.		14551	837.90	Pts/Pump Rebuilds	a51.31
Jersey Central Power&Light		14552	19,899.51	Electric - Plant	a51.11
Jersey Central Power&Light			2,606.94	Electric - PumpStations	a51.12
Johnson & Conway, LLP		14553	1,662.23	Retainer/Ser/Gen'l thru Jun'13/	a51.58
JWC Environmental		14554	29,109.00	PO4939/Rpr/Grinder #A/CPS	a61.10
Lancaster Laboratories, Inc.		14555	245.00	Lab Samples	a51.65
McMaster-Carr Supply Co.		14556	21.65	Batteries/Pts/Screws/Shop Supplies	a51.31
McMaster-Carr Supply Co.		14557	224.84	Screws/Parts/Shop Supplies	a51.31
Neozyme International, Inc.		14558	14,591.50	PO4947/EcoCatalyst/Grease Remove	a61.10
Nestle Pure Life		14559	366.57	Water/May'13	a51.14
New Jersey Manufacturers Ins. Co.		14560	8,370.00	W.Comp/Pym't #7 of 11	a51.48
NJWEA, Registrar		14561	240.00	NJWEA MiniWS/ 7 Men, O&M	a31.24

One Call Concepts	14562	67.26	One Call Messages/May'13	a51.62
Ploger Crane Service, Inc.	14563	700.00	Remove/Pine Brook Grinder	a51.33
PPL EnergyPlus	14564	56,511.99	Plant Electric	a51.11
PPL EnergyPlus		9,129.28	Pump Stations Electric	a51.12
PSE&G	14565	369.37	PS/Jane Rd.	a51.12
PSE&G	14566	1,490.52	PS/Fairfield Rd.	a51.12
Ricci Bros. Sand Co., Inc.	14567	2,046.59	Reactor Sand	a51.27
Selective Insurance	14568	1,255.00	Renewal/Flood Insurance	a51.48
Skyline Environmental, Inc.	14569	3,095.00	Bloodborne Pathogens/Oper Tr Certification	a51.64
Spectraserv, Inc.	14570	15,662.17	Sludge Cake Pumping/Pym't #4	a61.20
State of NJ/Pensions & Benefits(Dental)	14570A	2,019.21	Dental Insurance	a21.12
State of NJ/Pensions & Benefits(Health)	14570B	43,367.53	Health Benefits	a21.12
TBSA/Dale Allen	14571	153.92	Exp/HR/Pension/Meetings	a31.21
TBSA/Dale Allen		130.07	Exp/Cookies-Bd. Mtg.	a31.36
TBSA/Donna Peteja	14572	300.00	Cell Phone Dec-May'13	a31.35
TBSA/Ernest DeGraw	14573	300.00	Cell Phone Dec-May'13	a31.35
TBSA/Ernest DeGraw	14574	60.00	Lunch Meeting	a31.21
TBSA/Ernest DeGraw		2,106.12	UV Project/2 Level Transmitters	a51.31
TBSA/Jerry Notte	14575	480.09	Exp/WEFTEC	a31.21
TBSA/Joseph Gibson	14576	300.00	Cell Phone Dec-May'13	a31.35
TBSA/Mike Solla	14577	77.85	Lunch Expense	a31.21
TBSA/Mike Solla		97.79	Cell Phone-May'13	a31.35
TBSA/Nicholas Stein	14578	300.00	Cell Phone Dec-May'13	a31.35
TBSA/Patrick Tuohy	14579	300.00	Cell Phone Dec-May'13	a31.35
TBSA/Petty Cash	14580	399.19	Petty Cash Expense	a31.36
TBSA/Richard Walter	14581	300.00	Cell Phone Dec-May'13	a31.35
TD Bank	14582	203.99	Service Charge/May	a31.11
Township of Fairfield	14583	150.00	Water/Pump Stations (4/1-7/1/13)	a51.14
Trimboli & Prusinowski	14584	70.00	Professional Svcs 5/28/13 - 6/10/13	a51.58
VanGuard Cleaning Systems	14585	323.00	Monthly Cleaning Service/July '13	a51.41
Verizon	14586	566.18	Telephone 6/13	a31.35
Verizon		1,841.88	Lease Lines 6/13	a31.37
Wallington Plumbing & Heating Supply	14587	8.30	Shop Supplies	a51.31
Wallington Plumbing & Heating Supply		96.88	Shop Supplies/Ash Line Repair	a51.31s
Wayne Electrical Supply Company	14588	413.40	Supplies/CPS Flood Lighting	a51.31
Wayne Electrical Supply Company	14589	823.71	Relays/UV/UVFlood Repair/Supplies	a51.31
W.B. Mason Co., Inc.	14590	631.70	Office Supplies	a31.33
WEB Insurance Consultants	14591	1,000.00	ConsultSer/Review Ins Pol/PerSerAgrmnt	a51.48


TOTAL 2013 BUDGET

326,319.56

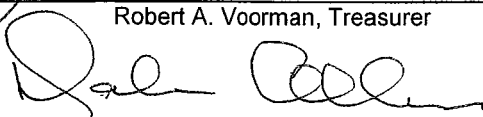
Willis of New Jersey, Inc.	33975	14164	-7,532.00	Bookkeeping Correction	a51.48
Willis of New Jersey, Inc.	33975	14164	7,532.00	Bookkeeping Correction	a31.15
Hatch Mott MacDonald	34236	14445	-3,687.95	Bookkeeping Correction	a51.53
Hatch Mott MacDonald	34236	14445	3,687.95	Bookkeeping Correction	a51.53

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 July 10, 2013.

Dated: July 10, 2013

  
Arthur J. Schmidt, Chairman

  
Robert A. Voorman, Treasurer

  
Dale Allen, Recording Secretary



# CONSTRUCTION FUND


## RESOLUTION # 13-050

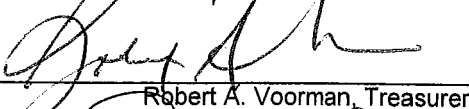
BE IT RESOLVED, By The Pequannock, Lincoln Park and Fairfield Sewerage Authority that the bills on the list annexed hereto and made a part hereof, be approved for payment, and that after Vouchers #0625 through #0625 have been approved by the Chairman or the Treasurer, the Treasurer shall issue Warrants in payment thereof, when there are sufficient funds available to meet them.

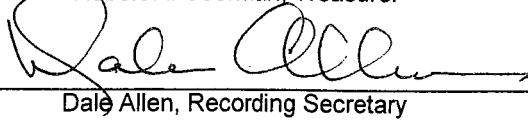
Payee	Ck#	Vou. #	Ck. Am't	Description	Acc't #
Engineered Solutions Corp.			825.00	UV Upgrade	a83.41
Engineered Solutions Corp.			3,920.00	UV Interface with SCADA	a83.42
TOTAL 2013 BUDGET			4,745.00		

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Arthur J. Schmidt, Chairman

  
Robert A. Voorman, Treasurer

  
Dale Allen, Recording Secretary