

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
JULY 9, 2014 **6:00 pm** **REGULAR MEETING**

The Regular Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority was held on Wednesday, July 9, 2014 at 6:00 p.m. in the evening, in its Administration Building, Lincoln Boulevard, Lincoln Park, New Jersey. Chairman Notte called the meeting to order at 6:06 p.m.

ROLL CALL:

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

Also Present:

Cleary Giacobbe Alfieri Jacobs: John Napolitano
Hatch Mott MacDonald: Peter Ripkey
TBSA: Robert N. Bongiovanni
Michael E. Solla
Ernie DeGraw
Karen Napolitano

OPEN MEETING STATEMENT:

The following statement was read:

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. Phelan, seconded by Mr. Wild, the Minutes of the Meeting of June 11, 2014, were approved by the following vote:

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

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 Cleary Giacobbe Alfieri Jacobs. Mr. Voorman recommended the payment of bills as presented.

PURCHASING & PERSONNEL:

There were no Personnel Actions for the month of July.

PLANT OPERATIONS:

Mr. Schmidt noted the Operating Report on the table and commented on the final sludge report. Mr. Solla confirmed that we are no longer accepting foreign sludge. Mr. Solla

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noted that the hot weather has impacted the % of solids being shipped to Passaic Valley. He also informed the Board that we will probably not have to purchase fuel oil until the fall.

PLANNING & EXPANSION:

Mr. Kerwin stated to the Board that there had been a meeting last week regarding the plant improvement project. Mr. Solla informed the Board that some of the staff is going to Philadelphia next week to see a bio mag facility and a dumpster rail facility. He noted that HMM is in the process of completing the generator report. Mr. Solla referenced that there is a need for a discussion regarding the 500-year flood elevation issue. He explained that the 100-year flood elevation level is at 176-177, and then noted that the 500-year flood elevation it is at 178. Black & Veatch has gone to 178.5 and the state is questioning that level. The level necessary must be established. At this time, B&V is looking into the difference in cost of building between the 100 and the 500-year elevation, including engineering and construction costs. Mr. Bongiovanni noted that correspondence was received indicating that the 500-year was wanted. The consensus is this is a knee jerk reaction to Irene and Sandy; however it may be tied to funding. A Technical Design Manual has been submitted which memorializes the project meetings and the reasons for particular decisions. Some additions will be made by the staff; all in all the Authority feels it is an excellent document. Mr. Bongiovanni feels that should there be any questions regarding this project at any future date this Design Manual will supply the answers. He also feels that for all future projects, this type of document should be included.

CONSTRUCTION:

Mr. Verdonik had nothing to report.

INSURANCE AND LEGISLATIVE REVIEW:

Mr. Wild had nothing to report.

LEGAL & PUBLIC RELATIONS:

Mr. Campisi had nothing to report.

EXECUTIVE DIRECTOR'S REPORT: **No Formal Report**

ASSISTANT EXECUTIVE DIRECTOR'S REPORT:

1. Force Main Break

Mr. Solla asked Mr. DeGraw to describe the force main break at Central Pump Station last Wednesday. Mr. DeGraw stated that the Authority was informed by the Lincoln Park Police that there was water flowing out of the ground at Aqueduct Park on Route 202. At that time, Central Pump Station was immediately shut down as there are two 20" force mains that go through the area, and unfortunately the shutdown caused the water flow to stop. The staff was able to isolate which force main caused the problem and switch to the other and get back on line. Mr. DeGraw referred to the photos of the event. He explained that a contractor was hired under emergency procurement and he immediately came to the site. Fortunately TBSA had all the spare parts needed to repair the pipe. After replacing the pipe, several inches of topsoil was removed and replaced and the area was reseeded by the following day. DEP was on site for the entire repair. Mr. DeGraw noted that these pipes have been failing throughout the country and that the Authority is working with HMM to determine ways to detect a failure before it happens. Mr. Ripkey informed the Board that we have gathered all the information regarding the pipe and that it is being evaluated to determine a possible cause for the breakage. A thank you to Lincoln Park Police Department & the DPW and the Board of Health for their support was extended. Mr. DeGraw stated that this was a textbook case on how to handle this type of emergency.

2. Central Pump Station Voltage

Mr. DeGraw noted that there have been many employee call-ins due to over voltage at Central Pump Station. The overages cause the generators to go on and we have had issues with these generators, primarily with the transfer switch. The power company has been informed and they are monitoring the power.

3. Other Matters

Mr. Solla noted that we are in the process of changing the Authority's LSRP. He also discussed the problem with the roof at Deepavaal Pump Station which may need to be replaced. He noted that we have switched our energy supplier to TriEagle Energy for the next two years. Mr. Solla also indicated that he is completing the application to cancel the Discharge to Groundwater Permit.

ENGINEER'S REPORT:

Mr. Ripkey of HMM distributed copies of the monthly Engineers Report and brought the members up-to-date on all on-going projects. *A discussion followed.*

UNFINISHED BUSINESS:

None

NEW BUSINESS: FY 2015 Preliminary Budget

Mr. Bongiovanni referred to the Budget Packet on the table, in particular the Schedule, Notes and Highlights. He reminded the Board of the DCA regulations requiring DCA approval prior to the Board's approval. Capital Budget will be presented in August. Further study will be done on flows and adjustments may be made for budget purposes. Most significant change to the budget is the change from incineration to off-site disposal. This has affected a broad area of expenses as well as revenue. Mr. Bongiovanni referred to Page 2 of the Highlights which itemizes the revenue loss and estimated cost increases. Some questions still remain regarding the cost and timing of the ash lagoon site clean-up. He discussed using the prior years' surplus to keep the Participant Charges at a 2% increase. Mr. Bongiovanni also noted that for preliminary budget purposes the union contract terms remain unchanged from the current agreement.

CORRESPONDENCE:

All members received copies of the correspondence prior to the meeting. The correspondence was reviewed and is on file with the Authority Secretary. *Further discussion followed regarding the change in the LSRP and the need to close the matter out.*

PUBLIC DISCUSSION:

None

RESOLUTIONS:

On motion by Mr. Schmidt, seconded by Mr. Voorman, Resolution #14-038 Operating Vouchers Approval was approved by the following vote (copy attached):

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

On motion by Mr. Verdonik, seconded by Mr. Schmidt, Resolution #14-039 Construction Vouchers Approval was approved by the following vote (copy attached):

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

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
JULY 9, 2014 **6:00 pm** **REGULAR MEETING**

On motion by Mr. Schmidt, seconded by Mr. Phelan and all in favor, Resolution #14-040 Closed Session was approved.

RESOLUTION #14-040

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) Union Contract Negotiations

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:



Raymond T. Kerwin, Secretary

Dated: July 9, 2014



Jerry J. Notte, Chairman

The public portion of the meeting was adjourned at 7:00 p.m. to go into Closed Session. At which time Mr. Ripkey left the meeting.

The meeting was reconvened to the public at 7:32 p.m.

On motion by Mr. Schmidt, seconded by Mr. Phelan and All in Favor and there being no further business to come before the Authority, the meeting was adjourned at 7:32 p.m.



Raymond T. Kerwin, Secretary

Dated: July 9, 2014



Dale Allen, Recording Secretary

PEQUANNOCK, LINCOLN PARK AND
FAIRFIELD SEWERAGE AUTHORITY

TREASURER'S REPORT

Board Meeting of 7/9/14

Period Ending June 30, 2014

**OPERATIONS AND ADMINISTRATION
ACCOUNT BALANCES:**

Operating Checking Account		\$63,126.79
Payroll Checking Account		\$193,114.98
Revenue Fund Account	\$2,530,192.03	
NJ Cash Mgm't Fund - Revenue	<u>\$2,614,141.38</u>	
Subtotal:	\$5,144,333.41	\$5,144,333.41
Total End of Month Balance:		<u>\$5,400,575.18</u>

EXPENDITURES THIS MONTH:

Operating Account - bills, benefits, etc.		\$341,873.90	*
Payroll Account - taxes		\$51,431.73	**
-salaries & wages (net)		<u>\$98,666.97</u>	**
Total Expenditures for:	July 2014	\$491,972.60	

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

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

ACCOUNT BALANCES:

	<u>INVESTMENTS</u>	<u>CASH</u>	<u>TOTAL</u>
General:	\$276,924.07	\$0.00	\$276,924.07
Bond Service:	\$0.00	\$0.00	\$0.00
Bond Reserve:	\$0.00	\$0.00	\$0.00
Bond Renewal & Replacement - Bank:	\$2,446,305.16	\$0.00	\$2,446,305.16
- NJCMF:	\$0.00	\$0.00	\$0.00
Construction Improvements	\$2,476,075.18	\$0.00	\$2,476,075.18
Total End of Month Balance:			<u>\$5,199,304.41</u>

Depository Account

\$0.00
GRAND TOTAL: \$10,599,879.59

EXPENDITURES THIS MONTH:

Construction Improvements	\$127,337.97	*
Total Expenditures for July 2014:	<u>\$127,337.97</u>	

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


Richard Phelan, Treasurer


Dale Allen, Secretary to the Board

OPERATING

RESOLUTION # 14-038

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 #15537 through #15622 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 #
ADP, Inc (Louisville)		15537	499.67	Payroll Processing Chrg	b31.38
AirGas Safety Inc.		15538	124.12	Lab Supplies/Gloves	b51.42
American Aquatic Testing, Inc.		15539	1,700.00	Semi Annual Bio Assay	b51.65
American Express		15540	54.70	Business Expenses	b31.21
American Wear		15541	427.85	Uniforms	b51.43
Applied Analytics, Inc.		15542	6,396.00	Transceivers/Transducers/DPS	b61.10
Aqua Pro-Tech Laboratories		15543	3,354.00	Chemical Analysis/Rec'd 5/7-5/28/14	b51.65
Cablevision		15544	144.90	Internet Service 6/16-7/15/14	b31.35
Clark Transmission Co.		15545	1,987.06	Pts/Shop Supplies/2nds Effluent Pump#1	b51.31
Costco Wholesale		15546	110.00	Membership Renewal	b31.22
CP Engineers, LLC		15547	420.00	LSRP GW Remediation	b51.63
CP Engineers, LLC			455.00	Semi-Annual GW Reporting	b51.63
Cummins Power Systems, LLC		15548	4,056.32	Rpr/Generator/CPS	b51.32
Engineered Solutions Corp.		15549	497.50	Equip/Operations/Non Contract	b51.52
Engineered Solutions Corp.			2,696.00	Comp Supp/Operations	b51.52
Engineered Solutions Corp.			2,610.00	Instr TS/Engrg	b51.56
Engineered Solutions Corp.			2,072.50	Inc #1 Shutdown	b61.20
Fairfield Maintenance Inc.		15550	260.00	Monthly UST Inspections/May	b51.65
Finch Fuel Oil Co. Inc.		15551	10.00	Fuel Oil/Plant-Incorrect Amt Pd	b51.13
Fisher Scientific		15552	298.03	Lab Supplies	b51.42
Fleet Pump & Service Group Inc.		15553	26,351.65	Spare Modules/UV System	b61.10
GCF Inc.		15554	813.83	Replacement Pts/Adapters/SCADA	b51.31
GFS Chemicals, Inc.		15555	204.78	Lab Supplies	b51.42
Grainger, Inc.		15556	672.25	Shop Supplies/Plant Lighting	b51.31
Grainger, Inc.			16.98	Shovel/Landscaping	b51.54
Hero's Salute Awards Company		15557	192.00	Name Plates/6 Brd Members/Foyer	b31.31
Highlands Industrial Turbine Service		15558	1,391.50	PM/Plant Turbine Generator 1 of 2	b51.33
Instrumentation Technology Systems		15559	700.00	Reprogram PLC/SPS	b51.32
Instrumentation Technology Systems		15560	3,428.00	Rpr Touchscreen & Install Spare/SPS	b51.32
Interstate Waste Services		15561	2,325.76	Service/May & Jun'14	b51.51
Jersey Central Power&Light		15562	58,143.69	Plant	b51.11
Jersey Central Power&Light			6,985.40	PS'	b51.12
Maraziti, Falcon & Healey, L.L.P.		15563	176.00	NJPDES Permit- May'14	b51.68
Maraziti, Falcon & Healey, L.L.P.		15564	1,584.00	TMDL Appeal-May'14	b51.68
McMaster-Carr Supply Co.		15565	357.96	Pts/Shop Supplies	b51.31
Melfast, Inc.		15566	80.30	Pts/Shop Supplies	b51.31
MKG Sales Associates, Inc.		15567	82.80	Cleaning Supplies	b51.41
MKG Sales Associates, Inc.			373.19	Wasp & Hornet Spray	b51.54
Municipal Maintenance Co. Inc.		15568	5,240.00	Install/Suction Valve/Pump #1/SPS	b61.10
Nasco		15569	545.42	Water Core Samplers	b51.31
Nestle Pure Life		15570	242.86	Water/Jun'14	b51.14
New Jersey Manufacturers Ins. Co.		15571	6,953.55	W.Comp/Pym't #7 of 11	b51.48
NJDEP/Annual Site Remediation LSRP		15572	1,850.00	Permit Fees	b51.62
NJDEP/NJPDES Permit		15573	35,137.78	Envir Reg: DST/DGW/DSW	b51.62
One Call Concepts		15574	197.82	One Call Messages/May & Jun'14	b51.62
Passaic Valley Sewerage Commission		15575	49,365.00	Liquid Sludge 5/16-6/15/14	b51.55D
Power Place		15576	535.22	Various Pts/Mower/Line Trimmer	b51.54
PPL EnergyPlus		15577	3,825.97	PS/Jane Rd/20004	b51.12
Precision Electric Motor Works, Inc.		15578	3,880.00	Rpr/2ndStg Effluent Pump Motor#1	b51.32
PSE&G		15579	360.33	PS/Jane Rd.	b51.12
PSE&G		15580	1,150.25	PS/Fairfield Rd.	b51.12
PSE&G		15581	1,569.04	PS/Glenroy Rd.	b51.12
R&D Trucking		15582	32,567.00	Sludge Removal 6/2 - 6/30/14	b51.55H
Recchia Landscaping, Inc		15583	1,685.62	3rd Pym't/Lawn Maintenance/Jun'14	b51.54
Recchia Landscaping, Inc		15584	2,250.00	Remove Weeds/Install Mulch/Plant	b51.54
Rentals Unlimited Inc.		15585	790.00	Rental/Jackhammer/Mini Excavator	b51.38

Selective Flood	15586	1,320.00	Flood Insurance Renewal	b51.48
Singac Supply Co., Inc.	15587	257.84	Pipe/Railings	b51.31
Skyline Environmental, Inc.	15588	3,055.00	Health & Safety Training	b51.64
State of NJ/Assessments	15589	316.05	13 Assessment Bill	b21.15
State of NJ/Pensions & Benefits(Dental)	15590	2,121.81	Dental Insurance	b21.12
State of NJ/Pensions & Benefits(Health)	15591	46,249.81	Health Benefits	b21.12
TBSA/Dale Allen	15592	107.00	Exp/HR Mtg/Hero's Salute	b31.21
TBSA/Dale Allen		159.86	Exp/Office & Board Mtg Supplies	b31.36
TBSA/Donna Peteja	15593	104.99	Steel Toe Safety Boots	b51.43
TBSA/Ernest DeGraw	15594	120.55	Exp/Lunches	b31.21
TBSA/Ernest DeGraw		125.00	Steel Toe Safety Boots	b51.43
TBSA/Gerald DeBonte	15595	125.00	Steel Toe Safety Boots	b51.43
TBSA/James Amos	15596	119.99	Steel Toe Safety Boots	b51.43
TBSA/Jason Tillery	15597	125.00	Steel Toe Safety Boots	b51.43
TBSA/Joseph Gibson	15598	125.00	Steel Toe Safety Boots	b51.43
TBSA/Joseph Selvaggi	15599	107.99	Steel Toe Safety Boots	b51.43
TBSA/Kimberly Marquez	15600	125.00	Steel Toe Safety Boots	b51.43
TBSA/Leonardo Menna	15601	124.99	Steel Toe Safety Boots	b51.43
TBSA/Michael Solla	15602	122.45	Exp/Lunches (6/10 & 6/23)	b31.21
TBSA/Michael Solla		97.96	Cell Phone	b31.35
TBSA/Nick Stein	15603	150.00	Hi-Voltage Safety Boots	b51.43
TBSA/Patrick Tuohy	15604	124.60	Exp/TBSA Meeting	b31.21
TBSA/Patrick Tuohy		125.00	Steel Toe Safety Boots	b51.43
TBSA/Petty Cash	15605	196.63	Reimburse (6/4-7/3/14)	b31.36
TBSA/Richard Walter	15606	179.99	Hi-Voltage Safety Boots	b51.43
TBSA/Robert Villanova	15607	125.00	Steel Toe Safety Boots	b51.43
TBSA/Roger Schuch	15608	125.00	Steel Toe Safety Boots	b51.43
TBSA/Steve Sussmann	15609	89.99	Steel Toe Safety Boots	b51.43
TBSA/Thomas Vander Ploeg	15610	125.00	Steel Toe Safety Boots	b51.43
TBSA/William VanHouten	15611	125.00	Steel Toe Safety Boots	b51.43
Township of Fairfield	15612	157.50	Water/PS' (4/1-7/1/14)	b51.14
True Value Hardware	15613	58.96	Shop Supplies	b51.31
True Value Hardware		123.94	Weed Killer/Grass Seed/Landscaping	b51.54
UV Doctor Systems LLC	15614	702.50	Parts/Rpr/UV System	b51.31
VanGuard Cleaning Systems	15615	323.00	Cleaning Service/Jul'14	b51.41
Verizon	15616	587.89	Telephone 6/14	b31.35
Verizon		1,841.88	Lease Lines 6/14	b31.37
Verner-Cadby Ford	15617	20.00	Rpr Tire/Ford Explorer	b51.36
W. B. Mason Co., Inc.	15618	15.99	Calculator	b31.31
W. B. Mason Co., Inc.		263.66	Office Supplies	b31.33
Water Works Supply Co. Inc.	15619	130.97	Valve Box/Back Lawn Rpr	b51.31
Wayne Electrical Supply Company	15620	850.51	Pts/Shop Supplies/Lighting Rpr	b51.31
Wind River Environmental	15621	220.00	Over Payment	b4003

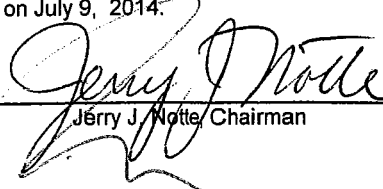
TOTAL 2014 BUDGET

341,873.90

R & D Trucking	34079	15350	-5,010.00	Bookkeeping Correction	b51.55s
R & D Trucking	34079	15350	5,010.00	Bookkeeping Correction	b51.55h
R & D Trucking	35157	15432	-41,580.00	Bookkeeping Correction	b51.55s
R & D Trucking	35157	15432	41,580.00	Bookkeeping Correction	b51.55h
Passaic Valley Sewerage Commission	35220	15500	-96,625.00	Bookkeeping Correction	b51.55s
Passaic Valley Sewerage Commission	35220	15500	96,625.00	Bookkeeping Correction	b51.55h
R & D Trucking	35227	15508	-32,886.00	Bookkeeping Correction	b51.55s
R & D Trucking	35227	15508	32,886.00	Bookkeeping Correction	b51.55d

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 9, 2014:

Dated: July 9, 2014


Jerry J. Notte, Chairman

Richard Phelan, Treasurer


Dale Allen, Recording Secretary

CONSTRUCTION FUND

RESOLUTION # 14-039

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 #0644 through #0646 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 #
Black & Veatch		0644	110,500.83	Project #1/Headworks Design	b84.21
Hatch Mott MacDonald		0645	1,012.12	Hazard Mitigation	b84.10
Hatch Mott MacDonald		0646	14,875.02	Project #2/PS' Design	b84.31
Morris County SCD		0647	950.00	Project 1/WWTP Improvements	b84.22

TOTAL 2014 BUDGET

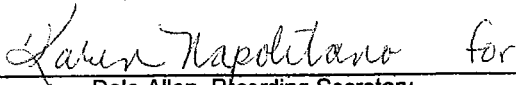
127,337.97

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 9, 2014.

Dated: July 9, 2014


Jerry J. Nofre, Chairman


Richard Phelan, Treasurer

 for
Dale Allen, Recording Secretary