

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
MARCH 12, 2014 **6:00 pm** **REGULAR MEETING**

The Regular Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority was held on Wednesday, March 12, 2014 at 6:00 p.m. in the evening, in its Administration Building, Lincoln Boulevard, Lincoln Park, New Jersey. Vice Chairman Voorman 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

ABSENT: Jerry Notte/excused

Also Present:

Cleary Giacobbe Alfieri Jacobs: John Napolitano

Hatch Mott MacDonald: John Scheri

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

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

At this time, Vice Chairman Voorman extended his congratulations along with the Board's, to Director Bob Bongiovanni on receiving his Lifetime Achievement Award presented by the AEA. Mr. Voorman stated that it was quite an accomplishment and that it speaks well of all of his services that he has provided to the Authority and to the Board.

MINUTES APPROVAL:

On motion by Mr. Phelan, seconded by Mr. Verdonik, the Minutes of the Meeting of February 12, 2014 were approved by the following vote:

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

ABSTAIN: KERWIN

ABSENT: NOTTE

REPORTS OF COMMITTEES:

FINANCE:

Mr. Voorman presented the Treasurer's Report for the month of March (copy attached), along with the vouchers and the monthly financial reports for Hatch Mott MacDonald and Cleary Giacobbe Alfieri Jacobs. Ms. Allen informed the Board that all funds have been transferred from BNY Mellon to TD Bank and Mr. Napolitano discussed the status of the contract with TD Bank.

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
MARCH 12, 2014 **6:00 pm** **REGULAR MEETING**

PURCHASING and PERSONNEL:

Mr. Phelan presented the Personnel Actions for the month of March. On motion by Mr. Phelan, seconded by Mr. Campisi, the Personnel Actions were approved by the following vote:

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

PLANT OPERATIONS:

Mr. Kerwin noted the Operating report on the table. It was also discussed that PSE&G has been unable to read the meters due to the snow storms and that they will not estimate large account meter readings.

PLANNING and EXPANSION:

Mr. Notte was absent. Mr. Solla discussed the increase in estimated costs of the plant and pumping station upgrades. With regard to financing, it was noted that the Authority does not have to commit to a dollar amount until January 2015. A meeting has been set up with B&V and HMM on March 27th for further discussion. Itemized changes from original estimates have been requested. Mr. Bongiovanni noted that some increases were anticipated due to more specifics and additional work added to project. Mr. Scheri explained that these estimates include conservative interest rates and a 20% contingency. Mr. Bongiovanni anticipates that the towns will not see an increase due to the recent and anticipated decreases in current debt service.

CONSTRUCTION:

Mr. Verdonik had nothing to report.

INSURANCE & LEGISLATIVE REVIEW:

Mr. Wild had nothing to report.

LEGAL & PUBLIC RELATIONS:

Mr. Campisi had nothing to report. Mr. Napolitano stated that the proposed sludge contract with PVSC would be discussed later during the meeting.

EXECUTIVE DIRECTOR'S REPORT:

No formal report was given.

ASSISTANT EXECUTIVE DIRECTOR'S REPORT:

Mr. Solla reported that he and John Napolitano would be attending a meeting tomorrow with the electric group and that opening bids are tentatively scheduled for April 2nd, noting that prices are up and that the Authority may have to accept a 1 year contract.

Mr. Solla also reported that he attended the hearing in Trenton concerning the phosphorous matter. Diane Alexander expects that a ruling will be made in one to three months.

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: Appointment of Committees

Appointment of Committees will be not held until the next Board Meeting.

NEW BUSINESS:

1. EPA Title V Implications Affecting Incinerator Operations Shutdown

Mr. Bongiovanni informed the Board that although Ms. Alexander did not originally think the Authority had to meet the March 21, 2014 permit application deadline, it now appears we have to in order to avoid being fined up to \$25,000 per day. He stated that by letter dated January 6, 2014, the Authority indicated its intentions to keep running the incinerator system and shut down prior to the March 2016 MACT rule compliance deadline. While not receiving a formal response to that letter, information was received piecemeal by email and phone conversations up through last week. The DEP is not accepting minor source incinerator-only applications. As a result, the Authority has decided to shut down the incinerator operations effective March 21, 2014.

Mr. Solla has notified our sludge customers and recommends that we stop accepting septage effective March 31, 2014.

2. Sludge Disposal

As a result of the incinerator shutdown, it is the Authority's intention to contract with PVSC for sludge disposal. Bids will be accepted for sludge hauling to PVSC on March 24th, to be awarded at the April 9, 2014 Board Meeting. Mr. Solla stated that quotes for temporary sludge hauling between those same dates were received. He also mentioned what a great job the staff has done in preparing for these changes.

CORRESPONDENCE:

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

PUBLIC DISCUSSION:

None

RESOLUTIONS:

On motion by Mr. Phelan, seconded by Mr. Kerwin, Resolution #14-021, Award of Contract for Sludge Disposal was approved by the following vote:

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

ABSENT: NOTTE

RESOLUTION #14-021

WHEREAS, The Pequannock, Lincoln Park and Fairfield Sewerage Authority (hereinafter the "Authority") due to new federal regulations, which would require significant capital expenditures and require the Authority to comply with Federal Title V Air permit requirements has determined it is no longer economical to maintain and operate the Authority's sewerage sludge incinerators; and

WHEREAS, the Authority has determined it is cost effective to enter into a interlocal agreement with the Passaic Valley Sewerage Commission ("PVSC") for the disposal of the Authority's sludge; and

WHEREAS, an interlocal agreement may be awarded without the need for public bidding in accordance with N.J.S.A. 40A:11-5(2).

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
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RESOLUTIONS CONT'D:

WHEREAS, a copy of the proposed agreement with PVSC is on file with the Authority;

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


1. The proposed agreement between the Authority and PVSC is hereby approved.
2. The Executive Director is authorized and directed to execute said agreement and to take all actions reasonably necessary to effectuate the terms of this Resolution.

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

ATTEST:



Raymond T. Kerwin, Secretary
Dated: March 12, 2014


Jerry J. Notte, Chairman

On motion by Mr. Phelan, seconded by Mr. Verdonik, Resolution #14-022, Operating Vouchers Approval was approved by the following vote (copy attached):

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

On motion by Mr. Verdonik, seconded by Mr. Phelan, Resolution #14-023, Construction Vouchers Approval was approved by the following vote (copy attached):

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

Before adjournment, Vice Chairman Voorman welcomed Karen Napolitano to her first Board Meeting.

On motion by Mr. Phelan, seconded by Mr. Kerwin and all in favor and there being no further business to come before the Authority, the meeting was adjourned at 7:10 p.m.



Raymond T. Kerwin, Secretary
Dated: March 12, 2014



Dale Allen, Recording Secretary

PEQUANNOCK, LINCOLN PARK AND
FAIRFIELD SEWERAGE AUTHORITY

TREASURER'S REPORT

Board Meeting of 3/12/14

Period Ending February 28, 2014

**OPERATIONS AND ADMINISTRATION
ACCOUNT BALANCES:**

Operating Checking Account		\$65,512.50
Payroll Checking Account		\$196,931.20
Revenue Fund Account	\$2,001,501.91	
NJ Cash Mgm't Fund - Revenue	<u>\$2,613,624.57</u>	
Subtotal:	\$4,615,126.48	\$4,615,126.48
Total End of Month Balance:		<u>\$4,877,570.18</u>

EXPENDITURES THIS MONTH:

Operating Account - bills, benefits, etc.		\$593,749.62	*
Payroll Account - taxes		\$57,147.13	**
-salaries & wages (net)		<u>\$106,759.05</u>	**
Total Expenditures for:	March 2014	\$757,655.80	

* 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:	\$0.00	\$0.00	\$0.00
Bond Service:	\$0.00	\$0.00	\$0.00
Bond Reserve:	\$0.00	\$0.00	\$0.00
Bond Renewal & Replacement - Bank:	\$0.00	\$0.00	\$0.00
- NJCMF:	\$336.16	\$0.00	\$336.16
Construction Improvements	\$0.00	\$0.00	\$0.00
Total End of Month Balance:			<u>\$336.16</u>

**Depository Account/TD Bank

\$5,908,940.06
GRAND TOTAL: \$10,786,846.40

EXPENDITURES THIS MONTH:

Construction Improvements	\$320,424.71	*
Total Expenditures for March 2014:	<u>\$320,424.71</u>	

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

** All money has been transferred from the BNY Mellon Trustee Accounts and is currently being held in the Depository Account at TD Bank. These funds will be transferred to their proper individual accounts in March.


Richard Phelan, Treasurer


Dale Allen, Secretary to the Board

The Pequannock, Lincoln Park & Fairfield Sewerage Authority

Date: March 12, 2014

Personnel Actions:

	<u>Increase</u>	<u>Rate</u>	<u>Effective</u>
<u>Anniversary:</u>			
Loraine Tuohey Employed: 24 years (April 1st) Secretary/Receptionist		2.5%	4/1/2014

OPERATING

RESOLUTION # 14-022

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 #15208 through #15300 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		15208	325.00	Registration/RNB	b31.24
A.W. Chesteron Co.		15209	929.62	Rebuild Kits/Effluent Pump Rprs	b51.31
Accurate Pest Control, Inc.		15210	178.34	Pest Control/Jan & Feb'14	b51.41
ADP, Inc (Louisville)		15211	551.57	Payroll Processing Chrg	b31.38
AGL Welding Supply Co.,Inc.		15212	50.00	Propane/Refill Tank	b51.26
Air Liquide America Specialty Gases		15213	136.60	Rental/Jan'14	b51.31s
Allen Paper & Supply Co.		15214	136.56	Cleaning Supplies	b51.41
American Aquatic Testing, Inc.		15215	1,700.00	Semi Annual Bio Assay	b51.65
American Express		15216	114.10	Business Expenses	b31.21
American Wear		15217	366.08	Uniforms	b51.43
Applied Analytics, Inc.		15218	1,205.40	Indicators/PF#1 Controls Rpr	b51.31
Applied Analytics, Inc.		15219	4,243.16	Annual Calibration of Instrumentation	b51.56
Applied Analytics, Inc.		15220	4,550.24	Refurbished VFD/2ndStg Aerator#2	b61.10
Aqua Pro-Tech Laboratories		15221	2,848.25	Chemical Analysis/Rec'd 1/6-1/29/14	b51.65
Balco Industries, Inc.		15222	195.00	Wipes	b51.41
Balco Industries, Inc.			393.00	Gloves	b51.44
Borough of Lincoln Park Water		15223	450.00	Two Bridges Hydrants (11/30-2/28/14)	b51.14
Cablevision		15224	144.90	Internet Service 2/16-3/15/14	b31.35
Chavond-Barry Engineering Corp.		15225	2,856.00	Subpart O Reports	b51.63
Chavond-Barry Engineering Corp.			3,451.00	Annual 503 Reports	b51.63
Chavond-Barry Engineering Corp.			3,510.50	Quarterly EER Reports	b51.63
Chilton Occupational Health Ctr		15226	388.00	Pre Placement Exam/K. Napolitano	b51.64
Clark Transmission Co.		15227	210.67	Bearings/Belts/Plant Supplies	b51.31
Cole-Parmer Instrument Co.		15228	337.70	Tubing/Doghhouse Sampler	b51.31
CP Engineers, LLC		15229	1,365.00	LSRP Groundwater Remediation	b51.63
David Weber Oil Company		15230	1,255.60	Oil/SPS Pumps	b51.34
Engineered Solutions Corp.		15231	6,379.50	Comp Supp/Operations	b51.52
Fairfield Maintenance Inc.		15232	249.00	Svc Call/Fuel Tanks	b51.33
Fairfield Maintenance Inc.			1,058.00	Repl/Keypad/Fuel Oil Monitor	b51.33
Fairfield Maintenance Inc.		15233	260.00	Monthly UST Inspections/Jan	b51.65
Fede Construction Inc.		15234	1,200.00	Rpr/Manhole Frame/Beaverbrook Rd	b51.33
Ferraioli, Wielkotsz, Cerullo & Cuva		15235	525.00	Ser/Bank Charges/Debt Defeasance	b51.57
Finch Fuel Oil Co. Inc.		15236	74,952.49	Fuel Oil/Plant	b51.13
Fisher Scientific		15237	919.39	Lab Supplies	b51.42
Fleet Pump & Service Group Inc.		15238	969.00	Ballast Kits/UV Repair Pts	b51.31
Grainger, Inc.		15239	551.84	Pts/Shop Supplies/PS' H&V	b51.31
Grainger, Inc.			110.28	Toilet Paper Holders	b51.41
Grainger, Inc.			28.44	Thermometer/Lab Doghouse Sampler	b51.42
Hatch Mott MacDonald		15240	397.56	Steel Pipe Assessment	b51.53
Hatch Mott MacDonald		15241	2,799.52	TBSA Bar Screen Stud	b51.53
Hatch Mott MacDonald		15242	3,100.00	Gen'l Consulting/Dec'13 & Jan'14	b51.53
Hatch Mott MacDonald		15243	350.03	NJPDES Review	b51.63
Hatch Mott MacDonald		15244	4,278.37	IPP Services/Jan-Feb'14	b51.63
Hawkins, Delafield & Wood		15245	8,984.85	Optional Redemption of 2003 Bonds	b51.68
Interstate Waste Services		15246	1,162.88	Service/Jan'14	b51.51
Jersey Central Power&Light		15247	16,825.06	Plant	b51.11
Jersey Central Power&Light			2,061.71	PS'	b51.12
Jewish Home Foundation		15248	100.00	Memorial Donation/A.Glassman/Villanova	b31.36
Johnson & Conway, LLP		15249	3,893.01	Gen'l & Retainer/Feb'14	b51.58
Konica Minolta Business Solutions		15250	137.50	Service Contract 10/6/13-1/5/14	b31.31
Maraziti, Falcon & Healey,L.L.P.		15251	638.00	Air Issues/Jan'14	b51.68
Maximum Material Handling, LLC		15252	245.00	Ser/Limit Switches/Belt Press Hoist	b51.33
Maximum Material Handling, LLC			800.00	Annual OSHA Inspection/Plant & PS'	b51.44

McMaster-Carr Supply Co.	15253	43.34	Pts/Shop Supplies/DI	
McMaster-Carr Supply Co.		245.72	Pts/Thickener Trans	
McMaster-Carr Supply Co.		197.53	Packing Grease	
Municipal Maintenance Co. Inc.	15254	4,750.00	Supply&Install/Upper	
Nestle Pure Life	15255	334.78	Water/Feb'14	
New Jersey Manufacturers Ins. Co.	15256	6,953.55	W.Comp/Pym't #3 of	
NJDEP/Environmental Lab. Certif. Prog.	15257	855.00	Renew Lab Certificati	
NJWEA, Registrar	15258	455.00	Regist/7 Employees/A	
One Call Concepts	15259	85.24	One Call Messages/J	
Pitney Bowes Credit Corp.	15260	210.00	Postage Meter Lease	
Ploger Crane Service, Inc.	15261	900.00	Remove/Install/2nd S	
PPL EnergyPlus	15262	49,849.76	Plant	
PPL EnergyPlus		5,015.21	PS'	b51.12
PSE&G	15263	301.83	PS/Jane Rd.	b51.12
PSE&G	15264	2,913.86	PS/Fairfield Rd/(12/4-3/5/14)	b51.12
PSE&G	15265	3,693.03	PS/Glenroy Rd/(12/4-3/5/14)	b51.12
R & R Pump & Control Services, LLC	15266	4,400.00	Install/Gearbox/2nd Stg Aerator#2	b51.33
Scales Industrial Technologies, Inc.	15267	7,206.70	Repl/Air End Assembly/Plant Air Comp#1	b61.10
Skyline Environmental, Inc.	15268	3,137.50	Annual CSE & LOTO Inspections	b51.64
State of NJ/Pen&Benefits(Pension)	15269	228,473.00	Annual Emplr Pens Liability	b21.11
State of NJ/Pensions & Benefits(Dental)	15270	2,009.56	Dental Insurance	b21.12
State of NJ/Pensions & Benefits(Health)	15271	44,049.42	Health Benefits	b21.12
Suburban Energy Services	15272	172.48	Propane/Tank Rental	b51.26
TBSA/Dale Allen	15273	152.17	Exp/Office & Board Mtg Supplies	b31.36
TBSA/Donna Peteja	15274	280.50	Exp/NJWEA Seminar	b31.21
TBSA/Ernest DeGraw	15275	78.62	Exp/NJWEA Seminar	b31.21
TBSA/Michael Solla	15276	135.85	Exp/Lunch (3/1 & 3/6)	b31.21
TBSA/Michael Solla		97.97	Cell Phone (12/27-1/26)	b31.35
TBSA/Nicholas Stein	15277	82.32	Exp/NJWEA Seminar	b31.21
TBSA/Patrick Tuohy	15278	76.94	Exp/NJWEA Seminar	b31.21
TBSA/Patrick Tuohy		36.21	Trendnet USB KUM Switch	b51.52
TBSA/Petty Cash	15279	444.13	Reimburse (1/7-2/28/14) 2 Months	b31.36
TBSA/Richard Walter	15280	179.99	Hi-Voltage Safety Boots	b51.43
TBSA/Robert N. Bongiovanni	15281	214.03	Cell Phone 11/21-1/20/14	b31.35
TD Bank	15282	188.76	Service Charge/January	b31.11
TGI Office Automation	15283	890.00	Toshiba Copier Maintenance	b31.31
The Home Depot	15284	195.32	Pts/Tools/Shop Supplies/Office Reorg.	b51.31
The Home Depot		305.00	Cleaning Supplies/Operations	b51.41
The Olympic Glove & Safety Co., Inc.	15285	79.95	Calibrate Portable Gas Meter	b51.44
True Value Hardware	15286	10.92	Keys/Shop Supplies	b51.31
True Value Hardware		8.89	Landscape Foam/DPS	b51.54
United Cooling & Refrigeration Inc.	15287	2,197.50	PM/Nov-Apr'14/Pynt 3&4	b51.33
United Cooling & Refrigeration Inc.	15288	5,295.00	Repl/VFD Drive/HVAC#1	b61.10
Universal Analyzers Inc.	15289	1,674.75	Pts/CEMS/Inc#1	b51.31s
UPS	15290	25.68	Shipping Service	b31.34
USA Blue Book	15291	98.95	Basin Filter/Shop Supplies	b51.31
USA Blue Book		556.03	Lab Supplies	b51.42
USALCO Baltimore Plant, LLC	15292	10,627.00	Polyaluminum Chloride	b51.25
VanGuard Cleaning Systems	15293	323.00	Cleaning Service/Mar'14	b51.41
Verizon	15294	610.96	Telephone 2/14	b31.35
Verizon		1,841.88	Lease Lines 2/14	b31.37
W. B. Mason Co., Inc.	15295	869.95	Office Supplies	b31.33
W. B. Mason Co., Inc.		27.08	Hand Soap/Duster/Air Cleaner	b51.41
Wallington Plumbing & Heating Supply	15296	840.51	Pts/Shop Supply/DPS Water Line	b51.31
Wallington Plumbing & Heating Supply		81.72	Pts/Schwing Pump	b51.31s
Wayne Auto Supply	15297	12.18	Cool Hose/Schwing Pump	b51.31s
Wayne Auto Supply		6.71	Undercoat Spray	b51.36
Wayne Electrical Supply Company	15298	536.72	Pts/Shop Supplies/CPS/Effluent Sampler	b51.31
Wayne Electrical Supply Company		25.30	Pts/Polymer System	b51.31s
Wayne Electrical Supply Company		104.80	MCC Safety	b51.44
Willis of New Jersey, Inc.	15299	33,382.10	Renew/Spec. Multi Peril w/Auto Pym't#2	b51.48
Wizard Printing	15300	33.00	Self Inking Stamp/Phelan	b31.33

Payroll
Account

593,749.62

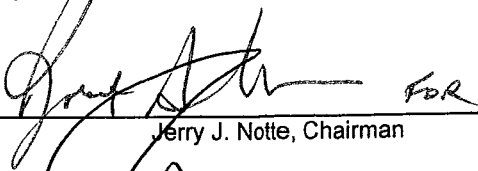
319,217.64

TOTAL 2014 BUDGET


593,749.62

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 March 12, 2014.

Dated: March 12, 2014



Jerry J. Notte, Chairman



Richard Phelan, Treasurer



Dale Allen, Recording Secretary

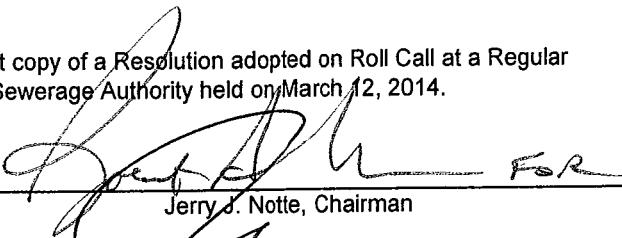
CONSTRUCTION FUND
RESOLUTION # 14-023

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 Vouchers #0631 through #0633 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 Corporation		0631	204,474.86	Plant Improvements/Project #1/Pym't #1	b84.21
Hatch Mott MacDonald		0632	3,500.04	Hazard Mitigation	b84.10
Hatch Mott MacDonald		0633	112,449.81	PS Improvements	b84.31
TOTAL 2014 BUDGET			320,424.71		

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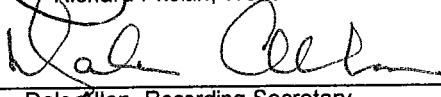
Dated: March 12, 2014



Jerry J. Nottle, Chairman



Richard Phelan, Treasurer



Dale Allen, Recording Secretary