PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY OCTOBER 9, 2013 6:00 pm REGULAR MEETING

The Regular Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority was held on Wednesday, October 9, 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, Arthur Schmidt

ABSENT: Anthony Campisi, Jerry Notte (both excused)

Also Present:

Johnson & Conway: John Napolitano

Hatch Mott MacDonald: Peter Ripkey

TBSA: Robert N. Bongiovanni

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. Phelan, seconded by Mr. Kerwin, the Minutes of the Meeting on September 9, 2013 were approved by the following vote:

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

ABSENT: CAMPISI, NOTTE

REPORTS OF COMMITTEES:

FINANCE:

Mr. Voorman presented the Treasurer's Report for the month of October (copy attached), along with the vouchers and the monthly financial reports for Hatch Mott MacDonald and Johnson and Conway.

PURCHASING and PERSONNEL:

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

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

ABSENT: CAMPISI, NOTTE

PLANT OPERATIONS:

Mr. Kerwin noted the Operating report on the table. A brief discussion took place.

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PLANNING AND EXPANSION:

Mr. Notte was absent. He was in attendance at the WEFTEC conference in Chicago.

CONSTRUCTION:

Mr. Verdonik noted the construction report on the table. Mr. Bongiovanni noted that the final payment for the Incinerator Repair Project is under negotiation.

INSURANCE & LEGISLATIVE REVIEW:

Mr. Wild has nothing to report.

LEGAL & PUBLIC RELATIONS:

Mr. Campisi was absent.

EXECUTIVE DIRECTOR'S REPORT:

1. Discharge Permit and Related Items

Regarding the TMDL Appeal, the NJDWSC has filed its 53-page brief. Any reply is due 10 days after receipt and is limited to 20 pages. The NJDEP brief is due on October 15th.

2. Early Redemption of 2003 Bonds

Our Trustee has indicated that they have proceeded with the bond redemption notices. DTC has been notified. Bond Buyer will publish it on Nov. 1st.

3. TBSA Project Financings

We have just been informed that we are receiving a grant offer of \$159,840 which represents our share of available "404 money" which is distributed among many facilities. A letter is expected shortly to confirm this award and its associated grant conditions.

4. NACWA

On October 4th, the Sierra Club filed a Request for Rehearing with the DC Circuit Court, asking for reconsideration of three specific issues.

5. AEA Conference

AEA has scheduled its annual meeting/conference for November 19 and 20 at Atlantic City. A conference package has been emailed to you just this morning and a printed copy of the agenda is on the table. Please let Dale know if you would like to attend.

ASSISTANT EXECUTIVE DIRECTOR'S REPORT:

Mr. Solla was also attending the WEFTEC Conference in Chicago.

ENGINEER'S REPORT:

Mr. Peter Ripkey, of HMM distributed copies of the monthly Engineers Report and brought the members up-to-date on all on-going projects. As Mr. Ripkey was completing his discussion on the NJEIT Meeting on September 19th, Mr. Bongiovanni expanded the information on critical due dates. He indicated that TBSA funding decisions have to be finalized by March 5, 2014 at the latest. An RFP for engineering services for two major projects has been prepared. These projects are for improvements at the Plant and separately, for improvements at the Pump Stations. Higher levels of funding which the Authority is attempting to secure, will not be decided by the state until January 2014.

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Mr. Ripkey continued his report and during the review of the last item on the Electrical Fault, Mr. Bongiovanni summarized that there were actually three problems; the pump failure, which has been corrected, the alarm systems that are now working and the ground fault issue which is still in the process of being addressed.

UNFINISHED BUSINESS: FY2013 Proposed Budget Review

Mr. Bongiovanni told the Board that the Authority has received the approved FY2014 Budget from the DCA. He also noted that no comments were received from the Participants regarding the proposed budget. He distributed and reviewed a preliminary draft of the User Charge Adjustments Schedule which will be finalized at the end of the year.

NEW BUSINESS: None

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 #13-060 Termination of Contract with Royal Communications was approved by the following vote:

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

ABSENT: CAMPISI, NOTTE

RESOLUTION #13-060

WHEREAS, the Pequannock, Lincoln Park & Fairfield Sewerage Authority ("Authority") and Royal Communications, Inc. ("Royal") located at 244 East Union Turnpike, Wharton, New Jersey 07885 entered into a Agreement on or about March 14, 2012 for the upgrade of the Authority's radio system; and

WHEREAS, Royal failed to perform pursuant to the Agreement; and

WHEREAS, the Authority has terminated the Agreement with Royal; and

WHEREAS, the Authority Counsel has drafted and sent a letter of termination;

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

1. The Authority confirms the termination of Royal Communications, Inc. by letter dated

September 20, 2013

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY

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ATTEST:

Arthur J. Schmidt, Chairman

Jerry J. Notte, Secretary Dated: October 9, 2013

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PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY OCTOBER 9, 2013 6:00 pm REGULAR MEETING

The next resolution regarding the authorization of settlement with Iron Hills Contractors was held for next month.

On motion by Mr. Voorman, seconded by Mr. Phelan, Resolution #13-061 Operating Vouchers Approval was approved by the following vote (copy attached):

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

On motion by Mr. Verdonik, seconded by Mr. Phelan, Resolution #13-062 Construction Vouchers Approval was approved by the following vote (copy attached):

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

On motion by Mr. Kerwin, seconded by Mr. Wild, Resolution #13-063, Closed Session was approved by the following vote:

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

RESOLUTION #13-063

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) 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

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ATTEST:

Arthur J. Schmidt, Chairman

Jerry J. Notte/Secretary Dated: October 9, 2013

The public portion of the meeting was adjourned at 6:47 p.m. to go into Closed Session. The meeting was reconvened to the public at 6:59 p.m.

On motion by Mr. Kerwin, seconded by Mr. Wild, and all in favor and there being no further business to come before the Authority, the meeting was adjourned at 7:00 p.m.

Jerry J. Notte, Secretary Dated: October 9, 2013

Dale Allen, Recording Secretary

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

TREASURER'S REPORT Board Meeting of 10/9/13

Period Ending September 30, 2013

OPERATIONS AND ADMINISTRATION ACCOUNT BALANCES:

ACCOUNT BALANCES:					
Operating Checking Account			\$57,984.28		
Payroll Checking Account			\$124,550.51		
Revenue Account - Trustee		\$5,200,361.83			
NJ Cash Mgm't Fund - Rev	venue	\$2,612,963.10			
Subtotal:		\$7,813,324.93	\$7,813,324.93		
Total End of Month Balanc		\$7,995,859.72			
EXPENDITURES THIS MONTH:					
Operating Account - bills, benefits, etc.			\$550,208.13	*	
Payroll Account - taxes			\$49,231.72	**	
-salaries & wages (net)			\$100,948.62	**	
Total Expenditures for:	October 2013		\$700,388.47		
* Amount shown has not been deducted from above ** Amount shown has been deducted from above **					
TRUSTEE ACCOUNTS					
ACCOUNT BALANCES:		0.4.01.1	TOTAL		
	<u>INVESTMENTS</u>	<u>CASH</u>	TOTAL		
General:	\$276,812.69	\$0.00	\$276,812.69		
Bond Service:	\$0.00	\$0.00	\$0.00		

GRAND TOTAL:

\$0.00

\$0.00

\$0.00

\$0.00

\$13,803,299.52

\$1,740,567.91

\$1,679,289.65

\$1,492,484.64

\$5,807,439.80

\$618,284.91

EXPENDITURES THIS MONTH:

Construction Improvements

Bond Reserve:

\$11,925.00

\$1,740,567.91

\$1,679,289.65

\$1,492,484.64

\$618,284.91

Total Expenditures for October 2013:

Bond Renewal & Replacement - Bank:

Construction Improvements

\$11,925.00

Amount shown has not been deducted from above account balances.

Total End of Month Balance:

- NJCMF:

Robert A. Voorman, Treasurer

Dale Allen, Secretary to the Board

The Pequannock, Lincoln Park & Fairfield Sewerage Authority

Date: October 9, 2013

Personnel Actions:

Car Survey Car Survey Constitution

		Increase	<u>Rate</u>	Effective
Anniversary:				
Nick Stein Mainte	Employed: 21.34 years enance Foreman: 12.91 years		2.5%	11/1/2013

OPERATING

RESOLUTION #13-061

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 #14783 through #14869 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#
AEA		14783	25.00	Registration/W. Murphy	a31.24
Accurate Pest Control, Inc.		14784		Pest Control/Sep'13	a51.41
Accurate Pest Control, Inc.				Bag Worm Infestation	a51.41
Accurate Pest Control, Inc.	ŀ		900.00	Groundhog Trapping	a51.41
Action Fuse		14785	426.40	Fuses/Shop Supplies	a51.31
ADP, Inc (Louisville)		14786	330.97	Payroll Processing Chrg	a31.38
AGL Welding Supply Co.,Inc.		14787		Oxygen/Argon	a51.31
Air Liquide America Specialty Gases		14788		Rental (8/31)	a51.31s
AirGas Safety Inc.		14789	470.48	Lab Supplies/Gloves	a51.42
Allen Paper & Supply Co.		14790		Cleaning Supplies	a51.41
American Express		14791		Business Expenses	a31.21
American Express			924.00	Registration/WEFTEC/Notte	a31.24
American Wear		14792		Uniforms	a51.43
Aqua Pro-Tech Laboratories		14793	1,875.00	Chemical Analysis	a51.65
Borough of Lincoln Park Water & Sewer		14794		Two Bridges Rd & Hydrants	a51.14
Cablevision		14795		Internet Service 9/16-10/15/13	a31.35
Campbell Foundry Co.	ŀ	14796		Repi/Manhole Frames & Covers	a51.31
Chavond-Barry Engineering Corp.		14797	287.50	Gen'I/Aug'13	a51.63
Clark Transmission Co.	i	14798	352.64	Pts/Shop Supplies/2ndStg Aerator #2	a51.31
CP Engineers, LLC		14799		Semi-Annual GW Monitoring Report	a51.63
CP Engineers, LLC				Gen'l Consulting Svcs	a51.63
CP Engineers, LLC				LSRP GW Remediation	a51.63
Electronic Drives and Controls		14800		Field Serv/2ndStg Aerator#4	a51.32
Engineered Solutions Corp.	i	14801		Wireless Routers/Plant & Admin Bldg	a51.52
Engineered Solutions Corp.		' ' '		RemoteCompAccess/Annual Subscrip	a51.52
Engineered Solutions Corp.				Inst TS/Engrg	a51.56
Fairfield Maintenance Inc.		14802		Monthly UST Inspections/Aug&Sep	a51.65
Finch Fuel Oil Co. Inc.		14803		Fuel Oil/Plant	a51.13
Fisher Scientific		14804		Lab Supplies	a51.42
Goodyear Auto Service Center		14805		Rpr/Tire/Explorer	a51.36
Grainger, Inc.		14806		Pts/Bulbs/Shop & Plant Supplies	a51.31
Grainger, Inc.				Pts/Septage Pump & Thickeners	a51.31s
Grainger, Inc.				Pest Control & LunchRm Garbage Can	a51.41
Grainger, Inc.				Arc Flash Labels/Safety	a51.44
Hach Company		14807		Lab Supplies	a51.42
Hatch Mott MacDonald		14808		Task Order Assignments/Road Paving	a51.53
Hatch Mott MacDonald		14809		Gen'l Consulting/Aug'13	a51.53
Hatch Mott MacDonald		14810		TBSA Bar Screen Stud	a51.53
Hatch Mott MacDonald		14811		NJPDES Permit Review	a51.63
Hatch Mott MacDonald		14812		IPP Services/Sept'13	a51.63
ICL Calibrations Laboratories, Inc.		14813	240.30	TraceableThermometer Calibration	a51.42
Instrumentation Technology Systems, Inc.		14814	283.50	Hour Meters/Grinders/CPS/SPS	a51.31
JCI Jones Chemicals, Inc.		14815	2,257.64	Sodium Hypochlorite	a51.23
Jersey Central Power&Light		14816	18,181.71		a51.11
Jersey Central Power&Light			1,780.62		a51.12
Johnson & Conway, LLP		14817		Gen'l & Retainer/Sept'13	a51.58
McMaster-Carr Supply Co.		14818		Pts/Shop Supplies/DPS	a51.31
McMaster-Carr Supply Co.				Pts/Septage Pump Rpr	a51.31s
Metro Pressure Systems		14819		Rpr/Pressure Washer	a51.31
MGL Printing Solutions		14820		Checks/Operating Acct	a31.33
Nestle Pure Life		14821		Water/Aug & Sep'13	a51.14
New Jersey Manufacturers Ins. Co.		14822		W.Comp/Pym't #10 of 11	a51.48
NJBIA/Member Dues		14823		Membership Dues	a31.22
NJWEA, Registrar		14824		Regist/7 Employees/Conf. Seminars	a31.24
North Central Laboratories		14825		Lab Supplies	a51.42
One Call Concepts		14826		One Call Messages/Aug'13	a51.62
		14827		Remove/Septic Receiving Pump	a51.38
Ploger Crane Service, Inc.		14828	52,791.56		a51.11
PPL EnergyPlus		17020	6,805.02		a51.12
PPL EnergyPlus	1	1	0,000.02	ı· ·	1

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,-SE&G	14829	374.44 PS/Jane Rd.	a51.12
PSE&G	14830	1,320.95 PS/Fairfield Rd.	a51.12
PSE&G	14831	1,588.67 PS/Glenroy Rd.	a51.12
Quench USA	14832	99.75 Contract 10/1/13-12/31/13 Lunchroom	a51.14
Recchia Landscaping, Inc	14833	3,166.26 Lawn Maintenance/Aug & Sept'13	a51.54
Ryan Herco Products Corp.	14834	111.58 Strainer Screens/Alum Pumps	a51.31
Scales Industrial Technologies	14835	4,478.79 PM & Rpr/Plant Air Compressors	a51.33
Seton Identification Products	14836	133.05 Traffic Signs/Front Gate	a51.44
· - · · · · · · · · · · · · · · · ·	14837	125.00 Svc Call/Alarm/Lab Humidifier	a51.42
SH Technical Services, Inc.	14838	104.48 Paint Supplies/Septage Receiving	a51.35
Sherwin Williams	1 1	59,80 Pipe/Alum Line Rpr	a51.31
Singac Supply Co.,Inc.	14839		a51.64
Skyline Environmental, Inc.	14840	3,065.00 Health & Safety Training	a51.55
Spectraserv, Inc.	14841	324,258.60 Ash Removal & Disposal	a51.62
State of NJ/Dept. of Community Affairs	14842	148.00 Annual Life Hazard Use Registration Fee	
State of NJ/Pensions & Benefits(Dental)	14843	1,920.45 Dental Insurance	a21.12
State of NJ/Pensions & Benefits(Health)	14844	40,216.05 Health Benefits	a21.12
TBSA/Donna Peteja	14845	327.90 Exp/NJWEA Conference	a31.21
TBSA/Greg Daly	14846	94.06 Exp/NJWEA Conference	a31.21
TBSA/Greg Daly		100.00 S1/C1 License Renewal	a51.61
TBSA/Joseph Gibson	14847	100.00 C1/S3 License Renewal	a51.61
TBSA/Michael Solla	14848	86.57 Exp/Lunch (9/24 & 10/1)	a31.21
TBSA/Michael Solla		97.84 Cell Phone	a31.35
TBSA/Peter Squirlock	14849	20.00 Exp/Flu Vaccine	a51.64
TBSA/Petty Cash	14850	200.83 Reimburse (8/5-9/30/13)	a31.36
TBSA/Richard Walter	14851	100.00 S1/C1 License Renewal	a51.61
TBSA/Richard Walter		20.00 Exp/Flu Vaccine	a51.64
TBSA/Robert Villanova	14852	50.00 S2 License Renewal	a51.61
	14853	241.73 Service Charge/August	a31.11
TD Bank	14854	196.55 Operation Supplies	a51.31
The Home Depot	1 1	46.93 Award&Affidavit/JCI Jones Chemical	a31.32
The Progress	14855	307.25 Water/PS' (7/1-10/1/13)	a51.14
Township of Fairfield	14856	1 ' '	a51.58
Trimboli & Prusinowski	14857	770.00 Professional Svcs 9/10-9/16/13	a51.35
True Value Hardware	14858	4.19 Spray Paint/Shop Supplies	a51.33
Turtle & Hughes	14859	811.90 Bulbs/Lighting	
United Rentals	14860	1,270.90 Rental/Manlift	a51.38
USALCO Baltimore Plant, LLC	14861	15,920.68 Polyaluminum Chloride	a51.25
VanGuard Cleaning Systems	14862	323.00 Cleaning Service/Oct'13	a51.41
Verizon	14863	583.35 Telephone 9/13	a31.35
Verizon		1,841.88 Lease Lines 9/13	a31.37
Verner-Cadby Ford	14864	102.50 Lug Nuts/Explorer	a51.36
W. B. Mason Co., Inc.	14865	206.31 Office Supplies	a31.33
Wallington Plumbing & Heating Supply	14866	439.53 Pts/Shop Supplies/DPS/Alum Rpr	a51.31
Wayne Auto Supply	14867	105.05 Battery/Lug Nuts/Trucks	a51.36
Wayne Electrical Supply Company	14868	1,063.96 Pts/Shop Supplies/UV Flood Modification	a51.31
Wayne Electrical Supply Company		567.00 UPS/2ndStg PLC	a51.52
Zee Medical, Inc.	14869	l - l	a51.44
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TOTAL 2013 BUDGET

550,208.13

Ploger Crane Service, Inc.	34343 14563	700.00 Bookkeeping Correction	a51.38
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Ploger Crane Service, Inc.	34343 14563	-700.00 Bookkeeping Correction	a51.33

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 October 9, 2013.

Dated: October 9, 2013

Robert A. Voorman, Treasurer

Dale Allen, Recording Secretary

CONSTRUCTION FUND

RESOLUTION #13-062

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 #0628 through #0628 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. Engineered Solutions Corp.		0628		UV Upgrade UV Interface/SCADA Servers 2012	a83.41 a83.42
TOTAL 2013 BUDGET			11,925.00		

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 October 9, 2013.

Dated: October 9, 2013

Arthur J. Schmidt, Chairman

Robert A. Voorman, Treasurer

Dale Allen, Recording Secretary