

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
REGULAR MEETING MINUTES
April 9, 2025

The Regular Meeting of the Pequannock, Lincoln Park, and Fairfield Sewerage Authority was held on Wednesday, April 9, 2025 at 4:30 p.m. in the Administration Building, 188 Lincoln Boulevard, Lincoln Park, New Jersey. Chairman Kohle called the meeting to order at 4:31 p.m.

ROLL CALL

Members Present: Raymond Verdonik, Arthur Schmidt, Thomas Boorady (*arrived 4:33 p.m.*), Jerry Notte, Anthony Campisi, David Kohle

Absent: Robert Voorman, David Runfeldt

Also Present: Thomas Bongiovanni, Executive Director; Ernest DeGraw, Plant Superintendent; Brian Carey, Authority Engineer; Karen Napolitano, Secretary; Victoria Holmes, Cleary Giacobbe; John Scheri, Mott MacDonald

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 Lincoln Park, 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 serving notice thereof to the Herald News, Record, and Suburban Trends newspapers.

MINUTES APPROVAL

Mr. Notte called for a motion to approve the Regular Meeting Minutes of March 12, 2025, seconded by Mr. Verdonik.

AYES: Notte, Verdonik, Schmidt, Campisi, Kohle

ABSENT: Voorman, Runfeldt, Boorady

REPORTS OF COMMITTEES

FINANCE

Mr. Notte presented the Treasurer's Report for the month of April (copy attached), the monthly financial reports for Mott MacDonald and Cleary Giacobbe, and the vouchers. He recommended the vouchers be paid as presented.

PURCHASING and PERSONNEL

Mr. Campisi presented the personnel actions for the month of April.

PLANT OPERATIONS

Mr. Schmidt referred to the Operations Report on the table. Mr. DeGraw reported that the plant is operating well.

PLANNING and EXPANSION

Mr. Boorady had nothing to report.

CONSTRUCTION

Mr. Verdonik referred to the Construction Report on the table.

INSURANCE and LEGISLATIVE REVIEW

Mr. Voorman was absent. There was nothing to report.

LEGAL and PUBLIC RELATIONS

Mr. Runfeldt was absent. There was nothing to report.

MANAGEMENT REPORT

Mr. Bongiovanni reported TBSA has been asked to participate in a PFAS track down study by a consultant for the North Jersey District Supply Commission and supported by USGS. PFAS sampling data would be exchanged between all parties if TBSA participates. A discussion ensued. The Board agreed to participate in the PFAS study.

Mr. Bongiovanni also briefly discussed the status of the draft Audit Report, Financial Disclosure Statement deadlines, the opening of an additional NJ Cash Management account, and the upcoming NJWEA conference.

ENGINEER'S REPORT

Mr. Scheri referred to the monthly Engineer's Report on the table and brought the members up to date on all on-going projects.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

CORRESPONDENCE

All members received copies of the correspondence prior to the meeting. All correspondence is on file with the Authority Secretary.

PUBLIC DISCUSSION

There was no public present.

RESOLUTIONS

RESOLUTION #25-026: Confirm Award of Contract for Electrical Energy Supply for Treatment Plant

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority ("Authority") received bids on March 20, 2025 for the supply of electricity to the Authority's plant; and

WHEREAS, Direct Energy Business was deemed the lowest responsible bidder for the Treatment Plant; and

WHEREAS, the Authority's Attorney has reviewed the bids for conformance with the Local Public Contracts Law and the requirements of the bid specifications; and

WHEREAS, in accordance with N.J.A.C. 5:30-5.4(a)(3), the Authority certifies the availability of funds to cover the maximum dollar value of the pending contract as set forth in this Resolution.

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

1. A 24-month contract is hereby awarded to Direct Energy Business beginning May 2025, in accordance with its bid and specifications, at the Block and Index Price as follows:

Bid Group 5 JCPL GT
Bid Fixed Adder & Block Energy – 50% Hedge: \$0.07861/kwh

2. The Authority is hereby authorized and directed to execute any and all documents necessary to effectuate the terms of this resolution.
3. The Authority authorizes and ratifies all actions taken in furtherance of this resolution.

MOTIONED BY: Mr. Campisi; SECONDED BY: Mr. Schmidt
AYES: Campisi, Schmidt, Verdonik, Boorady, Notte, Kohle
ABSENT: Voorman, Runfeldt

RESOLUTION #25-027: Operating Vouchers Approval (copy attached)

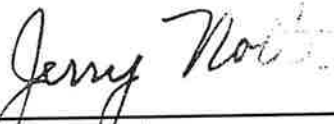
MOTIONED BY: Mr. Verdonik; SECONDED BY: Mr. Schmidt
AYES: Verdonik, Schmidt, Boorady, Notte, Campisi, Kohle
ABSENT: Voorman, Runfeldt

RESOLUTION #25-028: Construction Fund Vouchers Approval (copy attached)

MOTIONED BY: Mr. Verdonik; SECONDED BY: Mr. Campisi
AYES: Verdonik, Campisi, Schmidt, Boorady, Notte, Kohle
ABSENT: Voorman, Runfeldt

ADJOURNMENT

There being no further business to come before the Authority, on motion by Mr. Schmidt, seconded by Mr. Campisi, and all in favor, the meeting was adjourned at 4:50 p.m.



Jerry J. Notte, Secretary
Dated: April 9, 2025



Karen Napolitano, Recording Secretary

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY

TREASURER'S REPORT

April 9, 2025

Period Ending March 31, 2025

ACCOUNT BALANCES:

OPERATIONS AND ADMINISTRATION

Revenue Account	\$9,081,245.53	
Revenue - CD	\$7,773,979.95	
Operating Checking Account	129,564.84	
Payroll Checking Account	265,573.79	
Renewal & Replacement -NJCMF	3,241,658.58	
Renewal & Replacement - CD	<u>4,420,437.07</u>	\$24,912,459.76

CONSTRUCTION AND GENERAL

Construction Fund	\$2,064,575.50	
Construction Fund - CD	<u>4,432,907.43</u>	<u>6,497,482.93</u>

TOTAL FUNDS MARCH 31, 2025 \$31,409,942.69

MONTHLY EXPENDITURES:

OPERATIONS AND ADMINISTRATION

Operating Bills	\$372,947.12 *	
Payroll - Salaries & Wages	206,136.03	
- Benefits	61,418.25 *	
- Taxes	<u>14,860.91</u>	\$655,362.31

CONSTRUCTION

6,722.97 *


TOTAL EXPENDITURES FOR MARCH 2025

\$662,085.28

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



Raymond Verdonik, Treasurer



Karen Napolitano, Secretary to the Board

OPERATING
RESOLUTION #25-027

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 #xxxx through #xxxx 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.

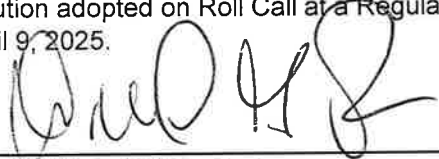
Payee	Check #	Voucher #	Amount	Description	Account
A & L Concrete Cutting, Inc.		25548	3,400.00	Core Sump Pits/2nd Stage PAC	51.33
Accurate Pest Control, Inc.		25549	89.17	Pest Control/Mar'25	51.41
Allen Paper & Supply Co.		25550	1,975.75	Cleaning Supplies	51.41
Amazon		25551	99.99	Keurig Coffee Maker/Lunchroom	31.31
Amazon			35.70	Pens/Paper Cups	31.33
Amazon			926.27	USB AdaptersThermal Camera/Winches	51.31
Amazon			70.67	Soap Dispenser/Liquid Soap/Admin	51.41
Amazon			37.99	Hard Hat/Safety	51.44
Amazon			2,022.22	TVs/Monitors/Cables/SCADA/Conf Room	51.52
American Wear		25552	406.45	Uniforms	51.43
AP/Certified Testing		25553	525.00	Field Test/Backflow Preventor/Plant&PS'	51.65
Blue Diamond Disposal, Inc.		25554	527.00	Garbage Disposal/Mar'25	51.51
Blue Diamond Disposal, Inc.		25555	1,447.37	Grit & Screening/Mar'25	51.51
Borough of Lincoln Park		25556	9,612.00	Building Permit/Admin Roof Replacement	61.29c
Borough of Lincoln Park Water		25557	2,295.45	TwoBridges Hydrants/Lincoln Blvd (12/1-2/28)	51.14
Broadvoice		25558	766.20	Telephone (3/21-4/20/25)	31.35
Camden Group Infrastructure Rehab		25559	4,300.00	Repair Cracks/Stage 2 Aeration Tank	51.33
Cintas First Aid & Safety		25560	224.46	Re-Stock First Aids Kits	51.44
City Ladder Co.		25561	1,657.00	Stage Planks/Pressure Filter #3	51.44
CJ Vanderbeck and Son, Inc.		25562	543.77	Replace Broken Linkage/Boiler #1	51.33
Cleary Giacobbe Alfieri Jacobs, LLC		25563	1,299.00	General & Retainer/Feb'25	51.58
Complete Hydraulic Works, Inc.		25564	2,426.00	Rebuild Wash Water Cyl/Pressure Filter #1	51.33
Costello's Hardware		25565	208.66	Saws/Cement/Blades/Shop Supplies	51.31
Costello's Hardware			105.88	Paint/Brushes/Liners/Shop Supplies	51.35
Costello's Hardware			18.39	Garden Hose Nozzle/Shop Supplies	51.54
CY Drake Locksmiths, Inc.		25566	39.96	Copy Pumpstation Keys	51.31
Direct Energy Business		25567	46,114.56	Plant Electric	51.11
Direct Energy Business			305.15	Pumpstations Electric	51.12
Donna Peteja		25568	698.26	Retiree Health Benefits/Apr'25	21.12R
Engineered Solutions Corp.		25569	1,250.00	Annual Off-Site Backup Storage	51.52
Engineered Solutions Corp.			1,475.00	Annual Domain Hosting	51.52
Engineered Solutions Corp.			2,000.00	Annual/Microsoft 365	51.52
Engineered Solutions Corp.			5,980.00	Computer Support/Operations	51.52
Engineered Solutions Corp.			3,517.50	Instrumentation Troubleshooting	51.56
Engineered Solutions Corp.			6,604.00	Network Upgrade 2025	61.10
Environmental Resource Assoc.		25570	649.62	Annual Proficiency Test/NJDEP Req'd	51.65
Environmental Resource Assoc.		25571	916.41	Quarterly Samples/2 of 4	51.65
ESS, Inc.		25572	1,617.60	Portable Radios & Programming	51.31
Fairfield Maintenance Inc.		25573	325.00	Monthly UST Inspection/Mar'25	51.65
Fairfield Maintenance Inc.		25574	640.80	Incon Updates to Delist Gas Tank Alarms	51.65
Fede Construction Inc.		25575	6,000.00	Install Curb Rpr Catch Basins/Parking Lot	61.10
Finch Fuel Oil Co. Inc.		25576	13,863.02	Fuel Oil/Plant (3/25)	51.13
Fisher Scientific		25577	910.68	Lab Supplies	51.42
Gannett Media Corp		25578	155.72	Legal Notices	31.32
Garden State Laboratories		25579	400.00	Chemical Analysis/Feb'25	51.65
Garden State Laboratories		25580	6,460.00	IPP/VOA Testing/Well Sampling	51.65
GenServe Inc.		25581	580.00	Service/PM "B"/Pumpstations	51.32

Payee	Check #	Voucher #	Amount	Description	Account
Grainger, Inc.		25582	582.78	Work Table/Shop Supplies	31.31
Grainger, Inc.			5,248.30	Parts/Shop Supplies/PS/1st Stage Aerator	51.31
Grainger, Inc.			1,622.46	Traffic Cones/Oxygen Sensor/Gas Detector	51.44
Health Equity/WageWorks		25583	75.00	HC FSA Admin Fee/Mar'25	31.38
Home Depot		25584	194.00	Microwave/Admin	31.31
Home Depot			333.00	Shop/Operation Supplies	51.31
Home Depot			159.42	Painting Supplies/Operations	51.35
Home Depot			19.97	Garbage Bags/Operations	51.41
Idexx Laboratories		25585	390.64	Quanti Trays/Lab	51.42
In-Line Air Conditioning Co., Inc.		25586	4,093.24	Performance Test/Switch Gear Bldg Unit #3	51.33
Industrial Video and Control		25587	37,513.00	Camera System Upgrade/Software Support	51.52
Jersey Central Power & Light		25588	15,790.31	Plant Electric	51.11
Jersey Central Power & Light			262.98	Pumpstations Electric	51.12
Loraine Tuohey		25589	700.00	Retiree Health Benefits/Mar'25	21.12R
Loraine Tuohey		25590	700.00	Retiree Health Benefits/Apr'25	21.12R
Maxon Supplies LLC/ dba NJ Safety		25591	1,198.60	Earplugs/N95 Respirators/Gloves	51.44
McMaster-Carr Supply Co.		25592	558.20	Parts/Tools/Shop Supplies	51.31
Michael Solla		25593	700.00	Retiree Health Benefits/Apr'25	21.12R
Mott MacDonald Group, Inc.		25594	2,400.00	General Consulting/Mar'25	51.53
Mott MacDonald Group, Inc.		25595	2,622.48	IPP Services 2025-2026	51.63
Mott MacDonald Group, Inc.		25596	7,320.84	LSRP Services	51.63
Mott MacDonald Group, Inc.		25597	7,090.66	Jane Road PS Upgrade	61.26e
Mott MacDonald Group, Inc.		25598	8,356.56	Electrical Maintenance & Testing	61.28e
New Jersey Manufacturers		25599	3,540.95	2024 Audit Adjustment	51.48
New Jersey Manufacturers			5,867.00	Workers Compensation	51.48
NJWEA, Registrar		25600	1,515.00	Registration/NJWEA Tech Transfer	31.24
North Jersey Pump & Controls, LLC		25601	1,253.00	Blue Ribbon Level Transducer/Shop Supply	51.31
One Call Concepts		25602	45.04	One Call Messages/Mar'25	51.62
Optimum		25603	180.35	Internet Service (3/16-4/15/25)	31.35
Optimum Fiber		25604	175.00	Fiber Service (3/16-4/15/25)	31.35
Passaic Valley Sewerage		25605	41,705.00	Liquid Sludge Disposal (3/1-3/31/25)	51.55D
Pitney Bowes Credit Corp.		25606	184.44	Postage Meter Lease/Jan'25-Apr'25	31.34
Pitney Bowes/Reserve Account		25607	500.00	Postage for Meter	31.34
Power Place		25608	680.86	Maintenance & Repairs/Riding Mower	51.54
Primepoint, LLC		25609	251.66	Payroll Processing/Mar'25	31.38
PSE&G		25610	3,355.40	Jane & Fairfield Roads Electric	51.12
PSE&G		25611	3,427.54	Glenroy Road Electric	51.12
R&D Trucking		25612	32,486.00	Sludge Removal (3/1-3/31/25)	51.55H
Raritan Supply Company		25613	2,037.59	Red Elbows/2nd Stage RAS Pump #2	61.10
ReadyRefresh		25614	587.69	Water/Apr'25	51.14
Reliner/Duran Inc.		25615	535.87	Drop Bowl/Brackets/Anchors/Manhole #17	51.31
Robert N. Bongiovanni		25616	700.00	Retiree Health Benefits/Apr'25	21.12R
Rutgers, The State University of NJ		25617	113.00	Registration/P-Card Seminar	31.24
Samson Metal Service		25618	879.62	Pipe/Shop Supplies	51.31
Sherwin Williams		25619	756.14	Paint/Operations	51.35
Sherwood-Logan & Associates, Inc.		25620	303.58	Gaskets/Shop Supplies	51.31
Skyline Environmental, Inc.		25621	580.00	Annual Safety & Health Training	51.64
Skyline Environmental, Inc.		25622	9,550.00	Annual Safety & Health Training	51.64
State of NJ/Pensions & Benefits		25623	74,076.87	Health & Dental Benefits/Apr'25	21.12
TBSA/Brian Carey		25624	93.31	Mileage & Tolls NJWEA Tech Trans (3/10)	31.21
TBSA/Ernest DeGraw		25625	192.92	Mileage & Tolls NJWEA Tech Trans (3/10-11)	31.21
TBSA/Greg Daly		25626	96.46	Mileage & Tolls NJWEA Tech Transfer (3/11)	31.21
TBSA/Jason Tillery		25627	136.71	Mileage & Tolls NJWEA Tech Transfer (3/11)	31.21
TBSA/Karen Napolitano		25628	135.96	Office Supplies/Plant/Admin	31.33
TBSA/Nicholas Stein		25629	125.44	Mileage & Tolls/NJWEA Tech Transfer (3/11)	31.21
TBSA/Patrick Tuohey		25630	96.46	Mileage & Tolls/NJWEA Tech Transfer (3/11)	31.21

Payee	Check #	Voucher #	Amount	Description	Account
TBSA/Petty Cash		25631	16.52	PO & Bank Mileage	31.21
TBSA/Petty Cash			119.86	Food/Board Meeting (3/12)	31.36
TBSA/Petty Cash			18.64	Key Copies/Shop Supplies	51.31
TBSA/Richard Eickhoff		25632	92.54	Mileage & Tolls/NJWEA Tech Transfer (3/11)	31.21
TBSA/Robert Villanova		25633	79.76	Mileage & Tolls/NJWEA Tech Transfer (3/13)	31.21
Township of Fairfield		25634	291.25	Water/Pumpstations (12/16-3/18/25)	51.14
United Business Systems/LEAF		25635	603.00	Canon Copier Lease	31.31
USA Blue Book		25636	173.99	Double Strength TSB/Lab	51.42
USALCO Baltimore Plant, LLC		25637	11,928.34	Polyaluminum Chloride	51.25
Verizon		25638	407.90	Telephones (3/17-4/27/25)	31.35
Verizon Wireless		25639	382.30	PS Modems	31.37
VSP Vision Insurance Co. (CT)		25640	367.57	Vision Insurance/Apr'25	21.12
W. B. Mason Co., Inc.		25641	141.67	Office Supplies	31.33
Wallington Plumbing & Heating		25642	160.16	PVC/Cement/Primer/Shop Supplies	51.31
Wayne Auto Supply		25643	148.89	Battery/Man Lift/Shop Supplies	51.31
Wayne Electrical Supply Company		25644	1,572.85	Parts/Shop Supplies/Switch Gear Building	51.31
Wayne Electrical Supply Company		25645	4,340.48	Fused Disconnect Encl/2nd RAS Pump #2	51.31
Wayne Electrical Supply Company		25646	5,967.00	RAB Bay LED Lights/Plant Lighting	61.10
WEX Bank/Quick Chek Universal		25647	238.11	Fuel Purchases/Feb-Mar'25	51.34
William Murphy		25648	700.00	Retiree Health Benefits/Apr'25	21.12R
2025 BUDGET TOTAL			447,371.80		

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 April 9, 2025.

Dated: April 9, 2025


David G. Kohle, Chairman


Raymond Verdonik, Treasurer


Karen Napolitano, Secretary to the Board

CONSTRUCTION
RESOLUTION #25-028

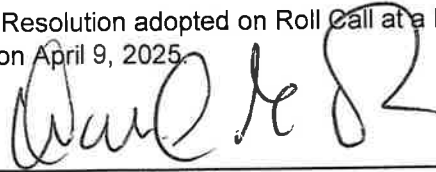
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Payee	Check #	Voucher #	Amount	Description	Account
Mott MacDonald		1094	6,722.97	Solids Building Boiler Replacement	81.62

2025 BUDGET TOTAL

6,722.97

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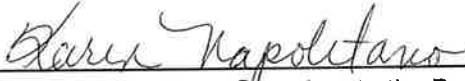


David G. Kohle, Chairman

Dated: April 9, 2025



Raymond Verdonik, Treasurer



Karen Napolitano, Secretary to the Board