The Regular Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority was held on Wednesday, August 8, 2018 at 6:00 p.m. in its Administration Building, Lincoln Boulevard, Lincoln Park, New Jersey. Chairman Kerwin called the meeting to order at 6:04 p.m.

ROLL CALL:

On roll call, the members present were: Robert Voorman, Raymond Verdonik, David Runfeldt, Richard Phelan, Arthur Schmidt, Jerry Notte, Raymond Kerwin

ABSENT: Anthony Campisi (excused)

ALSO PRESENT:

Cleary Giacobbe: Mitchell Jacobs

Mott MacDonald: Kevin O'Brien, Pete Kocsik

Black & Veatch: Steve Hydro

TBSA: Robert N. Bongiovanni, Ernest DeGraw, Thomas Bongiovanni,

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 serving said notice thereof to The Progress, Herald, Record and Suburban Trends newspapers.

MINUTES APPROVAL:

On motion by Mr. Notte, seconded by Mr. Verdonik, the Regular and Closed Session Meeting Minutes of July 11, 2018 were approved by the following vote:

VOTED AYE: NOTTE, VERDONIK, RUNFELDT, SCHMIDT, KERWIN

ABSTAIN: VOORMAN, PHELAN

ABSENT: CAMPISI

REPORTS OF COMMITTEES:

FINANCE:

Mr. Voorman presented the Treasurer's Report for the month of August (copy attached) along with the vouchers and the monthly financial reports for Mott MacDonald and Cleary Giacobbe. Mr. Voorman recommended payment of the vouchers as presented with the exception of the payment to Worth and Co., pending closed session discussion.

PURCHASING and PERSONNEL:

Mr. Phelan presented the Personnel Actions for the month of August. Mr. Bongiovanni noted that Jason Tillery has attained an S-4 license which is important to the Authority. He also noted that Karen Napolitano achieved the Qualified Purchasing Agent Certification. On motion by Mr. Phelan, seconded by Mr. Schmidt, the Personnel Actions were approved by the following vote:

VOTED AYE: PHELAN, VERDONIK, VOORMAN, RUNFELDT, SCHMIDT, NOTTE, KERWIN

ABSENT: CAMPISH

PLANT OPERATIONS:

Mr. Schmidt referred to the Operating Report on the table, noting that flows are up due to the wet weather. He also reported that there have been continued issues with the flow meter at M15. It is currently being evaluated and will be adjusted. Mr. DeGraw reported that the plant performed well under stressful conditions during Friday night's rainfall.

PLANNING and EXPANSION:

Mr. Notte had nothing to report.

CONSTRUCTION:

Mr. Verdonik noted the construction report on the table.

INSURANCE & LEGISLATIVE REVIEW:

Mr. Runfeldt had nothing to report.

LEGAL & PUBLIC RELATIONS:

Mr. Campisi was absent.

EXECUTIVE DIRECTOR'S REPORT:

Mr. Bongiovanni had no formal report.

ENGINEER'S REPORT:

Mr. O'Brien referred to the copies of the monthly Engineers Report on the table and brought the members up-to-date on all on-going projects. A discussion ensued regarding the nitrate issue and the Wilo pumps.

UNFINISHED BUSINESS:

None

NEW BUSINESS: Preliminary FY 2019 TBSA Budget Review

Mr. Bongiovanni reported that as the State still has not produced regulations regarding the 2% cap, the Authority has proceeded with the budget process as it has in the past. He noted that the overall increase to the participants for FY 2019 is 2.64% without using any surplus. Mr. Voorman informed the Board that PRBRSA would like to increase its flow for the upcoming year to 2.2 mgd. Mr. Bongiovanni reviewed the budget approval and adoption schedule.

NEW BUSINESS: FY 2018 Annual Consulting Engineer's Report

Mr. O'Brien summarized the annual CE Report. The report gives an overview of the Authority's system, the purpose, history and description of the Authority, as well as the regulatory requirements and a status of compliance with those requirements. Mott MacDonald (MM) performed a walk-through inspection in April to assess the overall condition of the facilities and to make recommendations for improvements. The report lists the recent accomplishments, identifies some potential upcoming projects and concludes with MM's recommendations and the cost projections over a 6-year period. Mr. O'Brien noted that there are areas of the plant that need to be addressed as well as future needs that will be driven by regulatory requirements and flow increases. The major project considerations include the Jane Road pump station, the treatment plant roofs and the third final settling tank.

NEW BUSINESS: FY 2019 DCA Budget with Capital Budget

Mr. Bongiovanni noted the 2019 DCA Budget and memo on the table. He stated that the Capital Budget was developed from the FY 2018 Consulting Engineer's Report. The Capital Budget shows \$21,610,000 in projects over the next six years which will be funded by a combination of Renewal & Replacement, the Construction Fund, the Capital Reserve Fund and Bond Financing. He reminded the Board that the DCA Budget exactly reflects the TBSA budget with the exception of the Capital Budget. He requested that if any Board Member has any comments or questions, to please let him know.

CORRESPONDENCE:

All members received copies of the correspondence prior to the meeting. There was no discussion. All correspondence is on file with the Authority Secretary.

PUBLIC DISCUSSION:

There was no public present.

CHANGE ORDERS:

On motion by Mr. Phelan, seconded by Mr. Verdonik, Resolution #17-049, Contract 2014-1, CM-011 for \$52,723.01, was approved by the following vote:

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

RESOLUTION #18-050

Contract 2014-1, Contract Modification CM-011

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority has entered into Contract 2014-1 with Worth & Company, Inc. for Wastewater Treatment Plant Improvements; and

WHEREAS, the Project Engineer, Black & Veatch, has reviewed and approved Contract Modification CM-011; 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 that Contract Modification CM-011 is hereby approved as follows:

CM-011 - Increase in contract amount of \$52,723.01.

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY

Raymond T. Kerwin, Chairman

ATTEST:

Anthony G. Campisi, Jr., Secretary

Dated: August 8, 2018

On motion by Mr. Phelan, seconded by Mr. Verdonik, Resolution #17-050, Contract 2017-1, CO-001 for \$7,976.41, was approved by the following vote:

VOTED AYE: PHELAN, VERDONIK, VOORMAN, RUNFELDT, SCHMIDT, NOTTE, KERWIN

ABSENT: CAMPISI

RESOLUTION #18-050

Contract 2017-1, Change Order CO-001

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority has entered into Contract 2017-2 with BR Welding, Inc. for the rehabilitation of the intermediate settling tanks; and

WHEREAS, the Project Engineer, Mott MacDonald, has reviewed and approved Contract Modification CO-001; 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 that Contract Change Order CO-001 is hereby approved as follows:

CO-001 - Increase in contract amount of \$7,976.41.

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY

Raymond 7. Kerwin, Chairman

ATTEST:

Anthony G. Campisi, Jr., Secretary

Dated: August 8, 2018

RESOLUTIONS:

On motion by Mr. Phelan, seconded by Mr. Verdonik, Resolution #17-051, Award of Contract Polyaluminum Chloride, was approved by the following vote:

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

RESOLUTION #17-051

Authorize Award of Contract for Polyaluminum Chloride

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority advertised for bids for the supply of polyaluminum chloride and received one bids on August 2, 2018;

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

1. The contract is hereby awarded to the following low bidder, USALCO, LLC, for the term of two (2) years:

USALCO, LLC 2601 Cannery Ave Baltimore, MD 21226-1595

\$1.508 per gallon

Total Bid Price: \$301,600.00

2. The Chairman is hereby authorized and directed to execute a contract in accordance with the terms of this resolution.

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY

ATTEST:

Raymond Kerwin, Chairman

Anthony G. Campisi, Jr., Secretary

Dated: August 8, 2018

On motion by Mr. Voorman, seconded by Mr. Notte, Resolution #17-052, Payment of the Operating Vouchers (copy attached), was approved by the following vote:

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

On motion by Mr. Schmidt, seconded by Mr. Phelan, and all in favor, Resolution #18-054, Closed Session, was approved.

RESOLUTION #18-054

Closed Session

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) Project 1 Construction Issues
 - b) 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:

Anthony G. Campisi, Jr., Secretary

Dated: August 8, 2018

Raymond T. Kerwin, Chairman

The meeting went into Closed Session at 6:47 p.m. and was reconvened to the public at 7:27 p.m.

Mr. Runfeldt left the meeting at 7:00 p.m.

On motion by Mr. Phelan, seconded by Mr. Verdonik, payment of Worth's Pay Application #40 was approved subject to the following:

The Executive Director is authorized to withhold the payment until the Authority has sufficient assurances that the damages incurred as a result of the July 4, 2018 flood, which is estimated to be approximately \$753,000, not including engineering costs, will be covered by insurance or the Executive Director is authorized to back charge the contractor for these costs.

The motion was approved by the following vote:

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

On motion by Mr. Schmidt, seconded by Mr. Verdonik, Resolution #17-053, Payment of the remaining Construction Vouchers (copy attached), was approved by the following vote:

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

ADJOURNMENT:

On motion by Mr. Schmidt, seconded by Mr. Verdonik, and all in favor and there being no further business to come before the Authority, the meeting was adjourned at 7:29 p.m.

Anthony G. Campisi, Jr., Secretary

Dated: August 8, 2018

Karen Napolitano, Recording Secretary

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY

TREASURER'S REPORT

Board Meeting 8/8/18

Period Ending July 31, 2018

ACCOUNT BALANCES:

- Benefits

TOTAL EXPENDITURES FOR JULY 2018

- Taxes

CONSTRUCTION

\$8,550,251.66 80,759.02 237,389.13 5,424,025.69	\$14,292,425.50
\$3,335,403.23	
236,924.07	3,572,327.30
	\$17,864,752.80
	80,759.02 237,389.13 5,424,025.69 \$3,335,403.23

Robert A. Voorman, Treasurer

37,625.36 *

\$645,659.07

\$1,048,639.70

402,980.63 *

12,288.23

Karen Napolitano, Secretary to the Board

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

The Pequannock, Lincoln Park & Fairfield Sewerage Authority

PERSONNEL ACTIONS

August 8, 2018

			Increase	Effective Date
Anniversary				
Ernest DeGraw	Employed: Superintendent	37 Years 13 Years	2.5%	9/1/2018
License Earned:				
Jason Tillery	Lead Shift Operator S-4 License		\$ 2,200.00	8/6/2018

OPERATING

RESOLUTION #18-052

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 #19168 through #19251 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.

2018 BUDGET Payee	Ck#	Vou.#	Check Amt.	Description	Account
AEA		19168		Registration/T.Bongiovanni/Finance-Track #2	31.24
Accurate Pest Control, Inc.		19169	89.17	Pest Control/Jul'18	51.41
ADP, Inc (Louisville)		19170		Payroll Processing	31.38
AGL Welding Supply Co.,Inc.		19171		Oxygen/Argon Tank Refill	51.31
Allen Paper & Supply Co.		19172		Cleaning Supplies	51.41
American Wear		19173	359.10	Uniforms	51.43
Applied Analytics, Inc.		19174		Transceiver/Transducer Assy/M3 Flowmeter	51.31
Borough of Lincoln Park Water & Sewer		19175		Two Bridges Rd (4/1-6/30/18)	51.14
BR Welding, Inc.		19176		Intermediate Settling Tanks Rehab/Pymt #4	61.10
C.J. Vanderbeck and Son, Inc.		19177	1,920.00	ACA Testing/Boilers/DEP Requirement	51.65
Cintas First Aid & Safety		19178	267.52	Re-Stock First Aid Kits	51.44
Clark Transmission Co.		19179		Sleeve/Shop Supplies	51.31
Cleary Giacobbe Alfieri Jacobs, LLC		19180	1,066.50	Ser/Gen'l & Retainer thru Jun'18	51.58
Costco Wholesale		19181		Membership Renewal	31.22
Costello's Hardware		19182	55.70	Shop Supplies	51.31
Costello's Hardware				Paint Brushes/Shop Supplies	51.35
Costello's Hardware				Outdoor Cleaner	51.41
Costello's Hardware			47.68	Parking Lot Signs	51.44
Country Road Automotive		19183		Ser/Oil/Brakes/Tires/Toyota Highlander	51.36
Divita Balance Service Co.,LLC	l l	19184	324.00	Maintenance & Calibration/Lab	51.65
Electronic Drives and Controls		19185		Keypads/CPS & SPS	51.31
Electronic Drives and Controls			753.00	Ser/Overload Light/2ndStg Aerators	51.32
Engineered Solutions Corp.		19186	100.00	Monthly Off-Site Backup Storace-N/C	51.52
Engineered Solutions Corp.			774.00	Symantec Software Renewal-N/C	51.52
Engineered Solutions Corp.			8,058.75	Comp Supp/Operations	51.52
Engineered Solutions Corp.				Instrumentation Troubles	51.56
Environmental Resource Assoc.		19187		Qtrly Lab Samples/3 of 4	51.65
Fairfield Maintenance Inc.		19188	284.00	Monthly UST inspection/Jun'18	51.65
Fisher Scientific		19189		Lab Supplies	51.42
Fleet Pump & Service Group Inc.		19190	5,392.00	Wiper Canisters/UV Spare Parts	51.31
Fleet Pump & Service Group Inc.		19191	1,800.00	Ser/UV System	51.33
Franklin Miller, Inc.		19192	22,913.00	Repl/Cutter Chamber/PPS Grinder	61.10
Garden State Laboratories		19193		Chemical Analysis	51.65
Grainger, Inc.		19194		Parts/LED Lamps/Enclosure/Shop Supplies	51.31
Grainger, Inc.				Paint Brushes/Shop Supplies	51.35
Grainger, Inc.			129.70	Gloves/Lab Supplies	51.42
Grainger, Inc.				Flash Drives/UPS/Meter Chambers	51.52
Grainger, Inc. Idexx Laboratories		40405		Trimmer Line/Insect Killer	51.54
Interstate Waste Services		19195	1,397.88	Lab Supplies	51.42
JAD Corporation of America		19196		Service Jun'18	51.51
Jersey Central Power&Light		19197		Gloves/Operations	51.44
Jersey Central Power&Light		19198	9,419.48		51.11
Loraine Tuohey		40400		Pumpstations	51.12
McMaster-Carr Supply Co.		19199		Retiree Health Benefits Aug'18	21.12R
McMaster-Carr Supply Co.		19200		Hex Screws/Nuts/Shop Supplies	51.31
MGL Printing Solutions		40004		Weed Killer	51.54
Michael E. Solla		19201		Checks/Operating Acct	31.33
Montauk Services		19202		Retiree Health Benefits Aug'18	21.12R
Mott MacDonald Group, Inc.		19203 19204	59,000.00	Refurbish & Modify Piping/PS' Access Chamber	61.10
Mott MacDonald Group, Inc.				LSRP Services	51.63
Mott MacDonald Group, Inc.		19205 19206		IPP Services/Jun'18	51.63
New Jersey Manufacturers Ins. Co.		19206		LSRP Remedial	51.63
North Jersey Media Group		19207		W.Comp/Pym't # 8 of 11	51.48
Olympic Wire & Cable Corp.		19208		Bid Notice PolyChloride	31.32
One Call Concepts		19209		Wire/Meter Chambers	51.31
Optimum (Cablevision)				One Call Messages/Jun'18	51.62
Optimum (Cablevision)	ı	19211	146.80	Internet Service 7/16-8/15/18	31.35

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Passaic Valley Sewerage Commission	l)	19212	29,992.00	Liquid Sludge 6/16-7/15/18	51.55D
PDIR Inc.		19213	126.00	UV Lamp/Lab Supplies	51.42
		19214			51.12
					51.12
	1				51.12
					51.55H
		19217	582:01	Pts/Link Seals/Shop Supplies/DPS	51.31
		19218	2,242.50	Ser/Perform Switch/Substation/Headworks	51.32
Schneider Electric USA, Inc.		19219	942.32	Analog Base Repair & Inspection/SCADA	
Selective Insurance		19220			
State of NJ/Pensions & Benefits/SHBP		19221	1,881.12	Dental Benefits	
State of NJ/Pensions & Benefits/SHBP					
Syna-Flow Technologies		19222			
TBSA/Diane Tresca					
TBSA/Donna Peteja			125.00	Steel Toe Safety Boots	
			125.00	Steel Toe Safety Boots	
			50.00 50.76	Steel Toe Safety Boots	
			125.00	Uli Voltage Safety Books	
		19231			
			80.97	Food/Project Meeting (7/16)	
			149.99	Hi-Voltage Safey Boots	31.21
			125.00	Steel Toe Safety Boots	51.43
					51.43
			325.97	Mileage & Tolls/AEA Admin Course (6/6-7/28/18)	31.21
		19237			51.43
		19238	220.00	Certification Fees/Boilers/Plant & SPS	51.48
		19239	99.97	Wheelbarrow/Operations	51.31
•			35.79	Rollers/Paint Supplies	51.35
		19240	586.10	Cartridge Filters/Hoffman Blower	
UPS		19241			
USA Blue Book		19242			
USALCO Baltimore Plant, LLC		19243			
Verizon		19244	678.46	Telephone 7/18	
Verizon			2.228.12	Lease Lines 7/18	
W. B. Mason Co., Inc.		19245			
			32.00	Flash Drives/Admin	
		19246			
Wayne Electrical Supply Company			E 946 00	Polo Adoptor/LED Findum /Chroat Linkting	
			700.00	Pole Adapter/LED Fixture/Street Lighting	
V V IIII O O I 140		19201	3,7 14.00	Renew/Pollution Liability	151.48
2018 BUDGET TOTAL			472,532.71		
19214 111.54 PSUJane Rd 51.12 PSEAG PSEAG 19215 19216 19216 19216 19216 19216 19216 19216 19216 19216 19216 19216 19216 19216 19216 19216 19216 19216 19216 19216 19217 19218 19218 19218 19218 19218 19218 19218 19229 19221					
Industrial Video & Control			(3,851.00)	Bookkeeping Correction	51.31
Industrial Video & Control	38541	18867	3,851.00	Bookkeeping Correction	
				• •	

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 August 8, 2018.

Dated: August 8, 2018

Raymond T. Kerwin, Chairman

Robert A. Voorman, Treasurer

Karen Napolitano, Recording Secretary

CONSTRUCTION

RESOLUTION #18-053

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 #0876 through #0878 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.

2018 BUDGET Payee	Ck#	Vou.#	Check Amt.	Description	Account
Black & Veatch Cleary Giacobbe Alfieri Jacobs, LLC Worth and Company, Inc.		0876 0877 0878	3,145.00	Project#1/Construction Phase Plant Improvements/Jun18 WWTP Improvements/Pymt Estimate #40	84.23 84.41 84.24
TOTAL			402,980.63		

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 August 8, 2018.

Dated: August 8, 2018

Raymond T. Kerwin, Chairman

Robert A. Voorman, Treasurer

Karen Napolitano/Recording Secretary