

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
DECEMBER 12, 2018 **6:00 pm** **REGULAR MEETING**

The Regular Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority was held on Wednesday, December 12, 2018 at 6:00 p.m. in its Administration Building, Lincoln Boulevard, Lincoln Park, New Jersey. Chairman Kerwin called the meeting to order at 6:00 p.m.

ROLL CALL:

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

ABSENT: David Runfeldt, Richard Phelan, Anthony Campisi (*all excused*)

ALSO PRESENT:

Cleary Giacobbe:	John Napolitano, Mitchell Jacobs
Mott MacDonald:	Peter Ripkey
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. Voorman, seconded by Mr. Schmidt, the Regular and Closed Session Meeting Minutes of November 12, 2018 were approved by the following vote:

VOTED AYE: VOORMAN, SCHMIDT, KERWIN

ABSTAIN: VERDONIK, NOTTE

ABSENT: RUNFELDT, PHELAN, CAMPISI

At this time, the meeting went into Closed Session.

On motion by Mr. Schmidt, seconded by Mr. Notte, and all in favor, Resolution #18-072, Closed Session, was approved.

RESOLUTION #18-072

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 Settlement Negotiations

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- b) Union Contract Negotiations
- c) Personnel Matter (Executive Director)

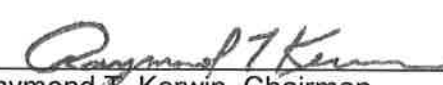
2. The matters will be considered at this meeting, and the public shall not be admitted to this discussion.

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: December 12, 2018


Raymond T. Kerwin, Chairman

The meeting went into Closed Session at 6:01 p.m. and was reconvened to the public at 6:34 p.m.

Mr. Napolitano left the meeting at 6:25 p.m.

The meeting returned to the regular agenda format.

REPORTS OF COMMITTEES:

FINANCE:

Mr. Voorman presented the Treasurer's Report for the month of December (copy attached) along with the vouchers and the monthly financial reports for Mott MacDonald and Cleary Giacobbe. He recommended the vouchers be paid as presented, noting that the payment of \$300,000 to Worth & Company shall be paid upon execution of the settlement agreement.

PURCHASING and PERSONNEL:

Mr. Phelan was absent. Mr. Bongiovanni presented the Personnel Actions for the month of December, noting that all non-union personnel anniversary dates are being moved to January 1 and will be adjusted pending the finalization of the union contract. The Board opted to vote on the Personnel Actions in two parts, noting that a discussion would be held in a second closed session and a vote would be taken after returning to open session. On motion by Mr. Verdonik, seconded by Mr. Schmidt, the first part of the Personnel Actions, was approved by the following vote:

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

ABSENT: RUNFELDT, PHELAN, CAMPISI

PLANT OPERATIONS:

Mr. Schmidt referred to the Operating Report on the table, noting that flows are up due to the wet weather. Mr. DeGraw reported that the Authority was hit hard again due to the rain. There were no effluent violations but the Authority did call in an affirmative defense with the NJDEP as a precaution. Mr. DeGraw also reported that the permanent force mains were activated. He also noted that EPA is performing an inspection in January. This is the first inspection since Mr. DeGraw has been here.

PLANNING and EXPANSION:

Mr. Notte was had nothing to report.

CONSTRUCTION:

Mr. Verdonik noted the construction report on the table.

INSURANCE & LEGISLATIVE REVIEW:

Mr. Runfeldt was absent. Mr. Bongiovanni noted the memo on the table regarding the two insurance renewal resolutions on the table. Mr. Tom Bongiovanni noted that there were minimal increases despite the addition of approximately \$15,000,000 in assets as a result of the plant improvement project.

LEGAL & PUBLIC RELATIONS:

Mr. Campisi was absent.

EXECUTIVE DIRECTOR'S REPORT:

Mr. Bongiovanni had no formal report.

ENGINEER'S REPORT:

Mr. Ripkey referred to the copies of the monthly Engineers Report on the table and brought the members up-to-date on all on-going projects.

UNFINISHED BUSINESS:

None

NEW BUSINESS: FY 2018 User Charge Adjustments and Refunds

Mr. Bongiovanni referred to the report on the table, noting that the UC Adjustments are required by the service agreements. He reviewed the current UC Adjustments noting that Pequannock will be negatively impacted the most if there is no refund of surplus. After discussion with Pequannock's Board Members prior to the meeting, he is recommending a refund of surplus of \$357,602. The Board agreed to the refund.

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.

CHANGE ORDERS: Contract 2014-1, CM-013

On motion by Mr. Verdonik, seconded by Mr. Schmidt, Resolution #18-072, Contract 2014-1, Contract Modification CM-013, was approved by the following vote:

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

ABSENT: RUNFELDT, PHELAN, CAMPISI

RESOLUTION #18-073

Contract 2014-1, Contract Modification CM-013

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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-013; 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-013 - Increase in contract amount of \$132,907.81.

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

ATTEST:



Anthony G. Campisi, Jr., Secretary
Dated: December 12, 2018


Raymond T. Kerwin, Chairman

RESOLUTIONS:

On motion by Mr. Schmidt, seconded by Mr. Verdonik, Resolution #18-074, FY 2018 User Charge Adjustments and Refunds, and Resolution #18-075, Amend FY 2019 Budget to Reflect User Charge Adjustments and Refunds, were approved by the following vote:

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

ABSENT: RUNFELDT, PHELAN, CAMPISI

RESOLUTION #18-074

FY 2018 User Charge Adjustments and Refunds

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority has determined Annual Charges for Fiscal Year 2018, in accordance with Section 409 (C) of the Service Agreements with its Participants; and

WHEREAS, the Authority desires to make adjustments to the originally budgeted Fiscal Year 2018 User Charges to implement said determination of Annual Charges; and

WHEREAS, the Authority also desires to help offset any negative impacts of said adjustments by refunding operating surplus;

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

1. The following adjustments of User Charges have been determined and are approved by the Authority:

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- \$ 59,697 is owed by Township of Pequannock
- \$ 40,118 is owed by the Borough of Lincoln Park
- \$ 151,337 is owed to the Township of Fairfield
- \$ 51,522 is owed by the PRBRSA

2. The following amounts shall be encumbered from surplus funds, to constitute a refund to the Participants as follows:

- \$ 59,697 to the Township of Pequannock
- \$ 66,072 to the Borough of Lincoln Park
- \$ 114,178 to the Township of Fairfield
- \$ 117,655 to the PRBRSA

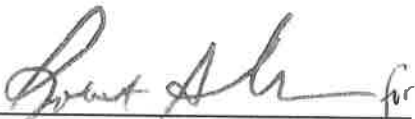
3. The aforementioned adjustments and refunds for each Participant shall be combined to constitute a single dollar amount either to be refunded as a credit or charged as an amount due from each Participant, as follows:

- \$ 0 owed to the Township of Pequannock
- \$ 25,954 owed to the Borough of Lincoln Park
- \$ 265,515 owed to the Township of Fairfield
- \$ 66,133 owed to the PRBRSA

4. The sum of the combination of adjustments and refunds for each Participant, pursuant to paragraph 3 above, shall be applied as a credit to the first quarter Participant payment and, if necessary, to the second Participant payment of the Fiscal Year 2019 Annual Charge.

ATTEST:

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



Anthony G. Campisi, Jr., Secretary
Dated: December 12, 2018



Raymond T. Kerwin, Chairman

RESOLUTION #18-075

**FY 2019 BUDGET – AMENDMENT NO. 1
REQUEST FOR CHANGE IN TITLE, TEXT OR AMOUNT
OF APPROPRIATION PURSUANT TO N.J.A.C. 5:31-2.8**

WHEREAS, N.J.A.C. 5:31-2.8 provides that the Director of the Division of Local Government Services may, at the request of, or with the consent of, the governing body of an Authority or District, make such correction of the title, text or amount of any appropriation appearing in the budget as may be necessary to make said item of appropriation available for the purpose or purposes required for the needs of any such Authority or District;

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NOW THEREFORE, Be It Resolved that in accordance with the provisions of N.J.A.C. 5:31-2.8, the Pequannock, Lincoln Park and Fairfield Sewerage Authority hereby requests the Director of the Division of Local Government Services to make the following corrections in the budget for the year 2019.

1. Increase the Appropriations for "Unrestricted Net Position Utilized - Other" category, on page F-4 as follows:

From: \$ 0

To: \$ 357,602

2. Decrease the Operating Revenues for the "Services Charges - Intergovernmental" category on page F-2 as follows:

From: \$ 11,432,752

To: \$ 11,075,150

BE IT FURTHER RESOLVED that the foregoing correction is, in the opinion of the governing body, warranted and authorized by the statute above referred to, and is necessary for the orderly operation of the Authority for the reasons hereinafter set forth:

1. The \$357,602 increase in Appropriations is being made from available surplus funds and will facilitate a reduction in annual charges.

2. The \$357,602 decrease in Revenues is a result of end of year credits and adjustments of FY 2018 user charges and refunds of surplus funds that will be credited in FY 2019.

ATTEST:



Anthony G. Campisi, Jr., Secretary
Dated: December 12, 2018

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



Raymond T. Kerwin, Chairman

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Robert A. Voorman	X			
Raymond Verdonik	X			
David A. Runfeldt				X
Raymond T. Kerwin	X			
Richard Phelan				X
Arthur J. Schmidt	X			
Jerry J. Notte	X			
Anthony G. Campisi, Jr.				X

On motion by Mr. Voorman, seconded by Mr. Notte, Resolution #18-076, Authorize Renewal of Insurance Policy for Property and Liability, was approved by the following vote:

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

ABSENT: RUNFELDT, PHELAN, CAMPISI

RESOLUTION #18-076

Authorizing Renewal of Insurance Policy for Property and Liability

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority must renew its insurance policies annually upon expiration on December 31st; and

WHEREAS, the Authority has received an insurance policy renewal proposal for all of its property and liability insurance policies from Willis of New Jersey; 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 the renewal of insurance policies for 2019 is hereby awarded to Willis of New Jersey, in accordance with its proposal dated December 12, 2018. Notice of this action shall be published in one of the official Authority newspapers.

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

ATTEST:



Anthony G. Campisi, Jr., Secretary
Dated: December 12, 2018


Raymond T. Kerwin, Chairman

On motion by Mr. Schmidt, seconded by Mr. Verdonik, Resolution #18-077, Authorize Renewal of Workers' Compensation Insurance Policy, was approved by the following vote:

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

ABSENT: RUNFELDT, PHELAN, CAMPISI

RESOLUTION #18-077

Authorizing Renewal of Workers' Compensation Insurance Policy

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority must renew its insurance policies annually upon expiration on December 31st; and

WHEREAS, the Authority has received an insurance policy proposal dated December 11, 2018 for renewal of its Workers Compensation Policy from New Jersey Manufacturers Insurance Co.; and

WHEREAS, the Authority has had a previous history of good dividends paid by New Jersey Manufacturers; 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;


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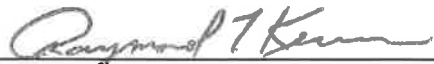
NOW, THEREFORE, Be It Resolved by the Pequannock, Lincoln Park and Fairfield Sewerage Authority that the Workers Compensation Policy for 2019 will be renewed with New Jersey Manufacturers Insurance Co.

Notice of this action shall be published in one of the official Authority newspapers.

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

ATTEST:


Anthony G. Campisi, Jr., Secretary
Dated: December 12, 2018


Raymond T. Kerwin, Chairman

On motion by Mr. Verdonik, seconded by Mr. Voorman, Resolution #18-078, Authorize Award of Contract for Laboratory Analyses Services, was approved by the following vote:

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

ABSENT: RUNFELDT, PHELAN, CAMPISI

RESOLUTION #18-078

Authorize Award of Contract for Laboratory Analyses Services

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage advertised for bids for the supply of Laboratory Analyses Services and received two (2) bids on December 4, 2018;

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

1. The bid is hereby awarded to the following low bidder for a term of two years:


Garden State Laboratories, Inc.
410 Hillside Avenue
Hillside, NJ 07205

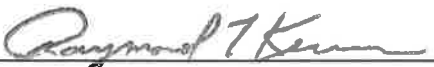
Total Bid Price: \$29,350.00

2. The Executive Director is hereby authorized to proceed with a written contract with the successful bidder.

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

ATTEST:


Anthony G. Campisi, Jr., Secretary
Dated: December 12, 2018


Raymond T. Kerwin, Chairman

On motion by Mr. Schmidt, seconded by Mr. Verdonik, Resolution #18-079, Authorizing Engineering Services for UASI Grant Projects, was approved by the following vote:

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
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VOTED AYE: SCHMIDT, VERDONIK, VOORMAN, NOTTE, KERWIN
ABSENT: RUNFELDT, PHELAN, CAMPISI

RESOLUTION #18-079

Authorizing Engineering Services for UASI Grant Projects

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority (hereinafter the "Authority"), has need for Instrumentation Engineering Services for the UASI Grant projects; and

WHEREAS, the Engineered Solutions Corporation (hereinafter "ESC"), has submitted a proposal for professional services dated December 3, 2018, which the Authority has determined will meet the needs of the Authority; and

WHEREAS, by Resolution dated January 10, 2018, the Authority awarded a contract to ESC for Instrumentation Engineering Services (hereinafter the "Agreement"); and

WHEREAS, the Agreement provides the Authority may request ESC to provide additional engineering services; and

WHEREAS, the Authority wishes to retain ESC to provide engineering services for the UASI Grant projects; 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. Engineered Solutions Corporation is hereby retained under its Instrumentation Engineering Services Agreement to provide engineering services for the UASI Grant projects in accordance with its December 3, 2018 proposal, in an amount not to exceed \$62,000.00.
2. Notice of this action shall be published in one of the official Authority Newspapers.

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

ATTEST:



Anthony G. Campisi, Jr., Secretary
Dated: December 12, 2018



Raymond T. Kerwin, Chairman

On motion by Mr. Schmidt, seconded by Mr. Voorman, Resolution #18-080, Authorize Settlement Agreement with Worth and Company, Inc., was approved by the following vote:

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

RESOLUTION #18-080

Authorize Settlement Agreement with Worth and Company, Inc.

WHEREAS, on or about March 24, 2015, Worth and Company, Inc. (hereinafter referred to as "Worth"), and the Pequannock, Lincoln Park and Fairfield Sewerage Authority (the "Authority") entered into an agreement entitled Project 1—TBSA Wastewater Treatment Plant Improvements, State Loan Project No. S340880-04, Contract No. 2014-1 (the "Contract"), pursuant to which Worth agreed to serve as general contractor on Project 1 - TBSA Wastewater Treatment Plant Improvements (the "Project"); and

WHEREAS, disputes between Worth and the Authority arose out of the Project and the Contract; and

WHEREAS, in September 2018 the Parties voluntarily agreed to subject their disputes to mediation before the American Arbitration Association ("AAA"), subject to the AAA's Construction Industry Mediation Procedures, and commenced mediation with the AAA captioned *Worth & Company, Inc. v. The Pequannock, Lincoln Park and Fairfield Sewerage Authority*, AAA Case No. 01-18-0003-2005; and

WHEREAS, the Parties began mediating their disputes on October 25, 2018 with the assistance of the Parties' selected AAA mediator, Andrew Carlowicz, Esq.; and

WHEREAS, the Parties have decided to conclude and dissolve their relationship and Contract in connection with this Project by "termination for convenience" prior to the completion of all Work under the Contract, the intention being for Worth to complete only the work specifically identified therein in accordance with the terms of the Settlement Agreement, and the Authority completing the balance of the Work on its own and with its own funding; and

WHEREAS, the terms of the Settlement Agreement are incorporated herein; and

NOW THEREFORE BE IT RESOLVED, by the Members of the Board of the Pequannock, Lincoln Park and Fairfield Sewerage Authority that the Settlement Agreement with Worth and Company, Inc., is hereby approved; and

BE IT FURTHER RESOLVED that this settlement is subject to finalization of the settlement documents in a form acceptable to the Executive Director and the Authority's attorney; and

BE IT FURTHER RESOLVED that the Executive Director is authorized and directed to take all steps reasonable and necessary to effectuate the terms of this Resolution; and

BE IT FURTHER RESOLVED by the Authority that it hereby authorizes Raymond T. Kerwin, the Authority's Chairman, to execute the Settlement Agreement with Worth.

PEQUANNOCK, LINCOLN PARK AND
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ATTEST:



Anthony G. Campisi, Jr., Secretary

Dated: December 12, 2018


Raymond T. Kerwin, Chairman

On motion by Mr. Verdonik, seconded by Mr. Schmidt, Resolution #18-081, Authorize Emergency Procurement to Reconnect Force Mains from Southside and Central Pump Stations, was approved by the following vote:

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

ABSENT: RUNFELDT, PHELAN, CAMPISI

RESOLUTION #18-081

**Authorize Emergency Procurement to Reconnect Force Mains from
Southside and Central Pump Stations**

WHEREAS, the Authority has been advised by its Executive Director, in a written Certification on December 11, 2018, that an emergency situation exists due to the extended use of the temporary Force Mains and the high flow conditions; and

WHEREAS, it is necessary to retain an emergency contractor to complete the permanent Force Main tie-ins; and

WHEREAS, the Authority is desirous of authorizing the Emergency Procurement by the Executive Director; 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. The Authority finds that, in accordance with the attached certification of the Executive Director, an emergency situation exists due to the extended service of the temporary pumping and for the reasons set forth in John Scheri of Mott MacDonald's letter dated December 11, 2018 to the Executive Director, and that it is necessary to retain a contractor to complete the Force Main piping tie-ins on an emergency basis.

2. The Authority further finds that the situation was not foreseeable.


3. The contract for emergency procurement is hereby approved and awarded as follows:

a) To Montana Construction for completion of the Force Main piping tie-ins at a proposed cost of \$61,522.91.

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**PEQUANNOCK, LINCOLN PARK AND
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ATTEST:


Anthony G. Campisi, Jr., Secretary
Dated: December 12, 2018


Raymond T. Kerwin, Chairman

CERTIFICATION OF EMERGENCY

To: Members of the Board of the Two Bridges Sewerage Authority
From: Robert N. Bongiovanni, P.E., Executive Director
Date: December 11, 2018
Re: Certification of Emergency
Emergency Completion of Force Main Piping

This is to request your approval of a resolution authorizing the emergency repairs as follows:

Name of Firm:	Montana Construction
Cost:	\$61,552.91
Time:	Two Weeks

1. The Authority is in receipt of correspondence from the Authority's Consulting Engineer, dated December 11, 2108 (see attached) which details the ongoing risks of continuing to operate with the temporary construction piping in place and the negative effect on the facility.

2. I have reviewed the Rules and Regulations of the Division of Local Government Services as contained in the Local Public Contract Guidelines and Regulations and certify that the proposed contract may be considered as an emergency.

On motion by Mr. Voorman, seconded by Mr. Verdonik, Resolution #18-082, Payment of the Operating Vouchers (copy attached), was approved by the following vote:

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

On motion by Mr. Verdonik, seconded by Mr. Schmidt, Resolution #18-083, Payment of the Construction Vouchers (copy attached), was approved by the following vote:

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

On motion by Mr. Verdonik, seconded by Mr. Notte, and all in favor, Resolution #18-072, Closed Session, was approved.

The meeting went back into Closed Session at 6:56 p.m. and was reconvened to the public at 7:04 p.m.

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On motion by Mr. Schmidt, seconded by Mr. Verdonik, approval of salary increase for Robert N. Bongiovanni was approved by the following vote:

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

ABSENT: RUNFELDT, PHELAN, CAMPISI

ADJOURNMENT:

On motion by Mr. Verdonik, seconded by Mr. Schmidt, and all in favor and there being no further business to come before the Authority, the meeting was adjourned at 7:05 p.m.



Anthony G. Campisi, Jr., Secretary
Dated: December 12, 2018



Karen Napolitano, Recording Secretary

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY

TREASURER'S REPORT

Board Meeting 12/12/18

Period Ending November 30, 2018

ACCOUNT BALANCES:

OPERATIONS AND ADMINISTRATION

Revenue Account	\$11,231,198.50	
Operating Checking Account	29,729.92	
Payroll Checking Account	292,182.59	
Renewal & Replacement	<u>5,442,538.98</u>	\$16,995,649.99

CONSTRUCTION AND GENERAL

Construction Improvements	\$4,395,388.95	
General	<u>236,924.07</u>	<u>4,632,313.02</u>

TOTAL FUNDS NOVEMBER 30, 2018		<u><u>\$21,627,963.01</u></u>
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MONTHLY EXPENDITURES:

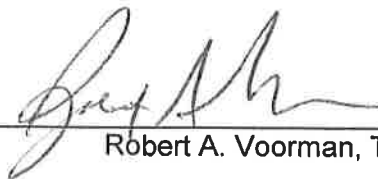
OPERATIONS AND ADMINISTRATION

Operating Bills	\$255,792.41 *	
Payroll - Salaries & Wages	258,575.96	
- Benefits	32,694.37 *	
- Taxes	<u>16,716.16</u>	\$563,778.90

CONSTRUCTION		<u>399,501.71 *</u>
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TOTAL EXPENDITURES FOR NOVEMBER 2018		<u><u>\$963,280.61</u></u>
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* Amount shown has not been deducted from above account balances.



Robert A. Voorman, Treasurer



Karen Napolitano, Secretary to the Board

The Pequannock, Lincoln Park & Fairfield Sewerage Authority

PERSONNEL ACTIONS

December 12, 2018

			<u>Increase</u>	<u>Effective Date</u>
<u>Anniversary</u>				
Robert Bongiovanni	Employed: Executive Director	37 Years 37 Years	3.00%	12/1/2018
Non-Union Employee Prorated Raises (See Attached List)				1/1/2019
<u>Promotion</u>				
Paul Fertek	Employed:	1 Year	\$6,000.00	12/11/2018
Current Position:	Operator Trainee			
New Position:	Operator I			

OPERATING

RESOLUTION #18-082

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 #19423 through #19492 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
ADP, Inc (Louisville)		19423	442.88	Payroll Processing	31.38
American Express/RNB		19424	78.00	Annual Subscription Engineering News-Record	31.22
American Wear		19425	287.24	Uniforms	51.43
Applied Analytics, Inc.		19426	4,456.85	Flowmeter/Headworks Plant Water	51.31
Borough of Lincoln Park Water & Sewer		19427	201.37	Pumpstations (8/1-10/31/18)	51.14
BR Welding		19428	11,194.63	Intermediate Settling Tanks Rehab/Pynt #7	61.10
Cleary Giacobbe Alfieri Jacobs, LLC		19429	1,270.00	Ser/Gen'l & Retainer thur Oct'18	51.58
Constellation NewEnergy, Inc.		19430	35,156.14	Plant (10/20-11/19/18)	51.11
Constellation NewEnergy, Inc.			2,620.11	Pumpstations (10/4-11/8/18)	51.12
Costello's Hardware	19431		3.59	Vinyl Letters/Operations	51.31
Costello's Hardware			17.07	Primer/Shop Supplies	51.35
Costello's Hardware			90.97	Rental/Bissell Carpet Machine/Cleaner	51.41
Cummins Power Systems, LLC	19432		580.00	PM Serv/Generator/Plant UV	51.33
Engineered Solutions Corp.	19433		100.00	Monthly Off-Site Backup Storage-N/C	51.52
Engineered Solutions Corp.			325.00	Batteries/Laptops	51.52
Engineered Solutions Corp.			2,728.75	Comp Supp/Operations	51.52
Engineered Solutions Corp.			375.00	Instrumentation Troubles	51.56
Engineered Solutions Corp.	19434		4,106.25	Computer Support/Cameras/Access UASI Grant	61.10
Finch Fuel Oil Co. Inc.	19435		11,994.13	Fuel Oil (12/4)	51.13
Fisher Scientific	19436		805.59	Lab Supplies	51.42
Fleet Pump & Service Group Inc.	19437		5,524.00	Canister Seal Kits/UV PM	61.10
Grainger, Inc.	19438		1,702.43	Shop & Plant Supplies/Lighting	51.31
Grainger, Inc.			98.96	Cleaning Supplies	51.41
Grainger, Inc.			60.17	Glass Bottles/Lab Supplies	51.42
Grainger, Inc.			101.43	Safety Supplies	51.44
Greenwood Products, Inc.	19439		74.63	Gloves/Lab Supplies	51.42
Industrial Video and Control	19440		8,054.00	Security Cameras CPS & PPS/UASI Grant	61.10
Interstate Waste Services	19441		1,233.03	Service/Nov18	51.51
Jersey Central Power&Light	19442		13,338.15	Plant	51.11
Jersey Central Power&Light			5,137.83	Pumpstations	51.12
Kaman Automation, Inc.	19443		712.13	Power Supply/CPS & PPS Security/UASI GRANT	61.10
Maraziti Falcon, LLP	19444		44.00	NJPDES Permit -Oct'18	51.68
Maresca Lumber	19445		251.92	Plywood/Shop Supplies	51.31
Marvel Optics, LLC	19446		97.85	Safety RX Eyewear/J.Gibson	51.44
McMaster-Carr Supply Co.	19447		1,805.89	Shop Supplies & Tools	51.31
Mott MacDonald Group, Inc.	19448		1,699.40	GIS Services	51.53
Mott MacDonald Group, Inc.			1,700.00	Gen'l Consulting/Nov'18	51.53
Mott MacDonald Group, Inc.	19449		1,387.18	IPP Services/Nov'18	51.63
Mott MacDonald Group, Inc.	19450		1,893.93	Permit Assistance	51.63
Mott MacDonald Group, Inc.	19451		2,287.30	IPP Services/Oct'18	51.63
Mott MacDonald Group, Inc.	19452		5,516.96	LSRP Remedial	51.63
Mott MacDonald Group, Inc.	19453		5,225.78	Intermediate Settling Tank	61.10
Mott MacDonald Group, Inc.	19454		687.50	Interceptor System Assessment	61.24
Municipal Maintenance Co. Inc.	19455		700.00	Rebuild Seals/Effluent Pump#2	51.33
Nestle Pure Life	19456		578.26	Water/Nov18	51.14
New Jersey Safety Equipment Co.,Inc.	19457		533.31	Safety Supplies/Operations	51.44
North Jersey Media Group Inc .	19458		248.05	PubNotice/Bids	31.32
Omni Services, Inc.	19459		231.25	Gaskets/Wilo Pump PM	51.31
One Call Concepts	19460		80.00	One Call Messages/Oct'18	51.62
Optimum (Cablevision)	19461		146.92	Internet Service 11/16-12/15/18	31.35
Parker Publications	19462		42.85	Board Meeting Notice	31.32
Passaic Valley Sewerage Commission	19463		41,584.00	Liquid Sludge 10/16-11/15/18	51.55D
Power Place	19464		97.71	Asst'd Belts/Snowblower PM	51.31
Power Place			910.10	Rpr/Lawnmower	51.54
Precision Electric Motor Works, Inc.	19465		1,985.00	Coat & Balance Impeller/SPS Pumps	61.10
PSE&G	19466		400.94	PS/Jane Rd	51.12
PSE&G	19467		754.14	PS/Glenroy Rd	51.12

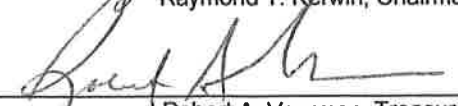
R&D Trucking	19468	16,640.00	Sludge Removal 10/11-11/27/18	51.55H
Raritan Pipe & Supply	19469	325.82	Parts/Plant Sewer	51.31
Reiner Pump Systems	19470	29,800.00	Repl/Dry Pit Pump/1st Stage RAS	61.1
Sherwin Williams	19471	171.34	Paint Supplies/Operations	51.35
Signa-Aldrich	19472	213.76	Lab Supplies	51.42
Skyline Environmental, Inc.	19473	6,006.25	Health & Safety Training	51.64
TBSA/Gerald DeBonte	19474	84.89	Mileage/NJWEA Seminar (9/11)	31.21
TBSA/Hector Cadavid	19475	105.78	Mileage/ABB Training Class (11/28)	31.21
TBSA/Karen Napolitano	19476	73.58	Mileage/UASI Training (11/28)	31.21
TBSA/Petty Cash	19477	28.79	Food/Holiday Luncheon Mtg (12/3)	31.36
TBSA/Petty Cash		96.50	Food/Board Mtg (11/12)	31.36
TBSA/Petty Cash		60.00	Flu Vaccines/3 Employees	51.47
TBSA/Robert N. Bongiovanni	19478	221.75	Cell Phone 8/21-11/20/18	31.35
The Home Depot	19479	129.00	Refrigerator/Operations	31.31
The Home Depot		409.22	Shop Tools/Operations Supplies	51.31
The Home Depot		14.86	Sponges/Soap/Operations	51.41
The Home Depot		39.97	Utility Heater/Lab	51.42
United Business Systems	19480	528.00	Canon Printer/4 of 20 Quarterly Pymts	31.31
United Equipment & Fabricators	19481	1,640.00	Rpr/Hatch Doors/2nd Stg WAS Well	51.33
UPS	19482	28.34	Postage	31.34
USALCO Baltimore Plant, LLC	19483	6,014.68	Polyaluminum Chloride	51.25
Verizon	19484	743.13	Telephone 11/18	31.35
Verizon		2,895.76	Lease Lines 11/18	31.37
W. B. Mason Co., Inc.	19485	989.13	Office Supplies	31.33
Wallington Plumbing & Heating Supply	19486	404.74	Shop Supplies	51.31
Wayne Electrical Supply Company	19487	776.43	Shop Tools & Supplies/Lighting	51.31
Wayne Electrical Supply Company		740.12	UPS System/CPS & JPS	51.52
2018 BUDGET TOTAL		252,942.41		

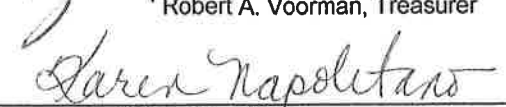
2018 BUDGET Payee	Ck#	Vou.#	Check Amt.	Description	Account
Extel Communications		19488	750.00	Annual Maintenance Plan (Jan-Dec'19)	31.35
Loraine Tuohey		19489	700.00	Retiree Health Benefits Dec'18	21.12R
Michael E. Solla		19490	700.00	Retiree Health Benefits Dec'18	21.12R
State of NJ/Pensions & Benefits/SHBP		19491	46,074.50	Health & Dental Benefits	21.12
William Murphy		19492	700.00	Retiree Health Benefits Dec'18	21.12R
2018 BUDGET TOTAL			48,924.50		
2018 BUDGET TOTAL			252,942.41		
2019 BUDGET TOTAL			48,924.50		
TOTAL			301,866.91		

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 December 12, 2018.

Dated: December 12, 2018


 Raymond T. Kerwin, Chairman


 Robert A. Voorman, Treasurer


 Karen Napolitano, Recording Secretary

CONSTRUCTION

RESOLUTION #18-083

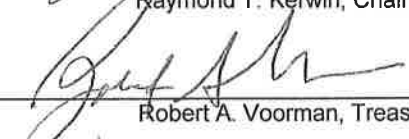
BE IT RESOLVED, by The Pequannock, Lincoln Park and Fairfield Sewerage Authority, that the bills on the list annexed hereto and made a part hereof be approved for payment and that after Voucher #887 through #893 have been approved by the Chairman or the Treasurer, the Treasurer shall issue warrants in payment thereof, when there are sufficient funds available to meet them.

2018 BUDGET Payee	Ck#	Vou.#	Check Amt.	Description	Account
Black & Veatch Corporation		887	15,039.25	Project#1/Construction Phase	84.23
Black & Veatch Corporation		888	34,883.39	Project#1/Construction Phase	84.24
Black & Veatch Corporation		889	15,043.75	Project#1/Construction Phase	84.25
Cleary Giacobbe Alfieri Jacobs, LLC		890	18,274.00	Plant Improvements/Oct'18	84.41
Mott MacDonald Group, Inc.		891	7,696.92	Jockey Pump/CPS	81.10
Mott MacDonald Group, Inc.		892	8,564.40	Project #2/PS Construction	84.33
Worth & Company		893	300,000.00	WWTP Improvements	84.24
TOTAL			399,501.71		

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 December 12, 2018.

Dated: December 12, 2018


Raymond T. Kerwin, Chairman


Robert A. Voorman, Treasurer


Karen Napolitano/Recording Secretary