

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
DECEMBER 14, 2016 **6:00 pm** **REGULAR MEETING**

The Regular Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority was held on Wednesday, December 14, 2016 at 6:00 p.m. in its Administration Building, Lincoln Boulevard, Lincoln Park, New Jersey. Chairman Notte called the meeting to order at 6:03 p.m.

ROLL CALL:

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

ALSO PRESENT:

Cleary Giacobbe:	Mitchell Jacobs
Mott MacDonald:	John Scheri
TBSA:	Robert N. Bongiovanni, Ernest DeGraw, Karen Napolitano

OPEN MEETING STATEMENT:

Adequate notice of this meeting, has been provided in accordance with the Open Public Meetings Act by filing written notice and agenda with the Authority Secretary and Municipal Clerks of the Borough of Lincoln Park, and the Townships of Fairfield and Pequannock and the Pequannock River Basin Regional Sewerage Authority, by having said notice and agenda posted on the public bulletin boards in the respective municipal buildings and by mailing said notice and agenda to the following official newspapers:

THE CALDWELL PROGRESS
NORTH JERSEY NEWSPAPERS (RECORD & HERALD)
THE SUBURBAN TRENDS

MINUTES APPROVAL:

On motion by Mr. Phelan, seconded by Mr. Kerwin, the Regular Meeting Minutes of November 9, 2016 were approved by the following vote:

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

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 payment of the bills as presented.

PURCHASING and PERSONNEL:

Mr. Phelan stated that the Personnel Actions would be voted on in two parts, noting that a discussion will be held in closed session and a vote will be taken after returning to open session. On motion by Mr. Phelan, seconded by Mr. Schmidt, the first part of the December Personnel Actions was approved by the following vote:

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

Mr. Bongiovanni reported that a final draft of the TBSA Policies Manual will be made available for review next month.

PLANT OPERATIONS:

Mr. Schmidt referred to the Operating Report on the table, noting that the flows continue to be low due to the dry weather and that the phosphorous levels are at .35 ppm. Mr. DeGraw noted that the Authority is well under the phosphorous permit level of .76.

PLANNING and EXPANSION:

Mr. Kerwin had nothing to report.

CONSTRUCTION:

Mr. Verdonik referred to the construction report on the table. He reported that there are some issues with the generator enclosure on Project 1. The Authority is in discussions with the contractor to rectify the matter. With regard to Project 2, Mr. DeGraw reported that Jane Road is 98% done and the Southside generator is up and running. At the Deepavaal pump station, two pumps have been installed and Authority is waiting final testing on the contaminated soil which needs to be removed from the site.

INSURANCE & LEGISLATIVE REVIEW:

Mr. Runfeldt referred to the insurance renewals on the table, noting that the premiums for both the property and liability insurance and the workers' compensation policy have gone down.

LEGAL & PUBLIC RELATIONS:

Mr. Campisi had nothing to report. Mr. Jacobs reported that a bill has been introduced, known as the Water Quality Accountability Act, which would subject every water purveyor in the State to inspections and require a cyber security and an asset management program. The AEA is tracking the bill and will become involved as necessary.

EXECUTIVE DIRECTOR'S REPORT:

1. TBSA Master Plan for Capital Improvements - Update

In response to our request, Black & Veatch has submitted a draft approach for the Phase 1 Existing Capacity evaluation, which is intended to determine our plant capacity under the current NJPDES permit limits and conditions and the current plant operations. It will also address a limited number of improvements to attain a target capacity of 9.64 mgd.

2. FY 2017 Budget

On November 23rd we received DCA formal approval of our budget for FY 2017. The next step is the processing of a budget amendment to address FY 2016 User Charge Adjustment and refunds, which is on the agenda for later in this meeting.

3. NJPDES Discharge Permit – Request for Hearing

Diane Alexander provided an update which was included in the monthly correspondence package. Immediately after, we received a Notice of Filing from the OAL, indicating that they will be scheduling a hearing. A DAG has been assigned; however, there is no indication of which judge will be assigned.

4. Potential New Discharge Permit Issues

In reaction to recent events involving new discharge permit conditions for several other Authorities, in combination with EPA's mandate for using Sufficiently Sensitive Test Methods (SSTM), an AEA Permit Committee meeting was held on November 29th. The primary items of concern are low limits for arsenic and Chlorine Produced Oxidants (CPO) which may be very difficult to attain, and the use of SSTM which requires using the newest lab equipment with

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questionable reliability to achieve very low levels of detection and sole-source procurement. The AEA Permit Committee is requesting a meeting with NJDEP to discuss these issues.

Mr. Bongiovanni also mentioned that the Authority's bylaws prohibit officers from serving in the same capacity for more than three consecutive years, therefore requiring a change in officers at the reorganization meeting in February.

ENGINEER'S REPORT:

Mr. Scheri distributed copies of the monthly Engineers Report and brought the members up-to-date on all on-going projects. He also noted that Mott MacDonald has prepared a summary of the Authority's procedures which may be considered asset management practices in anticipation of asset management becoming a permit requirement.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

FY 2016 User Charge Adjustments and Refunds

Mr. Bongiovanni referred to the handout on the table and noted that there has been little change since he presented the last report in October. He discussed the negative impact the low flows have on PRBRSA due to its minimum flow requirement and the effect on the User Charge Adjustments. In order to offset this adjustment, PRBRSA has requested a total refund of surplus of \$300,000, which will lower the payment due by PRBRSA. The other three municipalities would receive refunds. These user charge adjustments and refunds would be reflected in the 2017 first quarter billing. The Board Members agreed to the \$300,000 refund of surplus.

10-Year Summary of Costs and Revenues

Mr. Bongiovanni noted the reports on the table summarizing the costs and revenues over the past ten years. He noted that 2014 was an unusual year due to the incineration shutdown and the early redemption of the E1 and E2 bonds. He also noted that the 2015 Debt Service does not include the new debt service for the current projects. Overall, expenses increased approximately 16.3% over the ten year period. Interest income has been non-existent over the past several years. Participant payments have increased an average of 4.25% per year over the ten year period. However, the average increase for the last five years is about 1.38% per year. Participant payments are reflected in the report with and without user charge adjustments.

CORRESPONDENCE:

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

PUBLIC DISCUSSION:

There was no public present.

RESOLUTIONS:

On motion by Mr. Phelan, seconded by Mr. Verdonik, Resolution #16-070, FY 2016 User Charge Adjustments and Refunds, was approved by the following vote:

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

RESOLUTION #16-070

FY 2016 User Charge Adjustments and Refunds

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority has determined Annual Charges for Fiscal Year 2016, 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 2016 User Charges to implement the 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:

- \$ 76,063 is owed to the Township of Pequannock
- \$ 33,960 is owed to the Borough of Lincoln Park
- \$ 120,764 is owed to the Township of Fairfield
- \$ 230,787 is owed by the PRBRSA

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

- \$ 42,278 to the Township of Pequannock
- \$ 52,703 to the Borough of Lincoln Park
- \$ 97,876 to the Township of Fairfield
- \$ 107,143 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:

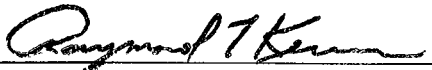
- \$ 118,341 owed to the Township of Pequannock
- \$ 86,663 owed to the Borough of Lincoln Park
- \$ 218,640 owed to the Township of Fairfield
- \$ 123,644 owed by the PRBRSA

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 2017 Annual Charge.

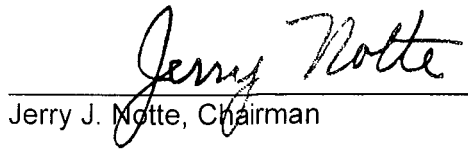
ATTEST:

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

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
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Raymond T. Kerwin, Secretary
Dated: December 14, 2016



Jerry J. Notte, Chairman

On motion by Mr. Runfeldt, seconded by Mr. Phelan, Resolution #16-071, Amend FY 2017 Budget to Reflect User Charge Adjustments and Refunds, was approved by the following vote:

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

RESOLUTION #16-071

**FY 2017 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;

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 2017.

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

From: \$ 0

To: \$ 300,000

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

From: \$ 11,133,900

To: \$ 10,833,900

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:

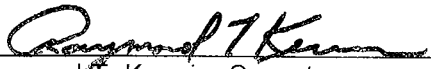
1. The \$ 300,000 increase in Appropriations is being made from available surplus funds and will facilitate a reduction in annual charges.


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2. The \$ 300,000 decrease in Revenues is a result of end of year credits and adjustments of FY 2016 user charges and refunds of surplus funds that will be credited in FY 2017.

ATTEST:

**PEQUANNOCK, LINCOLN PARK AND
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Raymond T. Kerwin, Secretary
Dated: December 14, 2016


Jerry J. Notte, Chairman

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

On motion by Mr. Phelan, seconded by Mr. Runfeldt, Resolution #16-072, Authorize Renewal of Insurance Policy for Property and Liability, was approved by the following vote:

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

RESOLUTION #16-072

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:

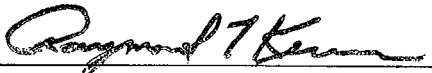
NOW, THEREFORE, Be It Resolved by the Pequannock, Lincoln Park and Fairfield Sewerage Authority that the renewal of insurance policies for 2017 is hereby awarded to Willis of New Jersey, in accordance with its proposal dated December 9, 2016.

A notice of this action shall be printed once in the official Authority newspaper.

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ATTEST:

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Raymond T. Kerwin, Secretary

Dated: December 14, 2016



Jerry J. Notte, Chairman

On motion by Mr. Phelan, seconded by Mr. Runfeldt, Resolution #16-073, Authorize Renewal of Workers' Compensation Insurance Policy, was approved by the following vote:

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

RESOLUTION #16-073

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 13, 2016 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

NOW, THEREFORE, Be It Resolved by the Pequannock, Lincoln Park and Fairfield Sewerage Authority that the Workers Compensation Policy for 2017 will be renewed with New Jersey Manufacturers Insurance Co.

A notice of this action shall be printed once in the official Authority newspaper.

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FAIRFIELD SEWERAGE AUTHORITY

ATTEST:



Raymond T. Kerwin, Secretary

Dated: December 14, 2016



Jerry J. Notte, Chairman

On motion by Mr. Verdonik, seconded by Mr. Voorman, Resolution #16-074, Authorize Award of Contract for Lab Analyses, was approved by the following vote:

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

RESOLUTION #16-074

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 1, 2016;

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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:

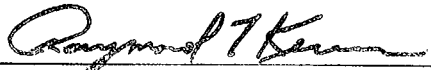
Garden State Laboratories, Inc.
410 Hillside Avenue
Hillside, NJ 07205

Total Bid Price: \$23,068.00

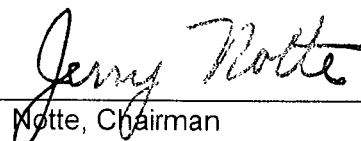
2. The Executive Director is hereby authorized to proceed with a written contract with the successful bidder.

**PEQUANNOCK, LINCOLN PARK AND
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ATTEST:



Raymond T. Kerwin, Secretary
Dated: December 14, 2016


Jerry J. Notte, Chairman

On motion by Mr. Phelan, seconded by Mr. Verdonik, Resolution #16-075, Authorize Engineering Services for Inspection and Assessment of Entire TBSA Sewer System, was approved by the following vote:

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

RESOLUTION #16-075

**Authorizing Engineering Services for Interceptor Sewer System Inspection,
Assessment and Rehabilitation Planning**

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority (hereinafter the "Authority"), has need for Engineering Services for the inspection, assessment and rehabilitation planning of the Authority's sewer system; and

WHEREAS, the Authority's Engineer, Mott MacDonald (formerly Hatch Mott MacDonald, hereinafter "MM"), has submitted a proposal and subsequent clarification, for professional services dated September 2, 2016 and October 31, 2016, respectively, which the Authority has determined will meet the needs of the Authority; and

WHEREAS, by Resolution dated February 10, 2016, the Authority awarded the General Consulting Engineer's Agreement (hereinafter the "Agreement") to MM; and

WHEREAS, the Agreement provides the Authority may request MM to do additional consulting services; and

WHEREAS, the Authority wishes to retain MM to provide engineering services for the inspection, assessment rehabilitation planning of the interceptor sewer system;

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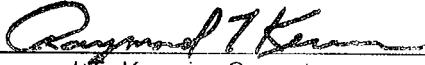
NOW, THEREFORE, Be It Resolved by the Pequannock, Lincoln Park and Fairfield Sewerage Authority as follows:

1. Mott MacDonald is hereby retained under its General Consulting Engineer's Agreement to provide engineering services for the inspection, assessment and rehabilitation planning of the Authority's interceptor sewer system in accordance with its proposal as presented in its September 2, 2016 and October 31, 2016 letters, in an amount not to exceed \$544,200.

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

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ATTEST:


Raymond T. Kerwin, Secretary
Dated: December 14, 2016


Jerry J. Notte, Chairman

On motion by Mr. Voorman, seconded by Mr. Phelan, Resolution #16-076, Payment of the Operating Vouchers, was approved by the following vote (copy attached):

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

On motion by Mr. Verdonik, seconded by Mr. Runfeldt, Resolution #16-077, Payment of the Construction Vouchers was approved by the following vote (copy attached):

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

On motion by Mr. Kerwin, seconded by Mr. Phelan, and all in favor, Resolution #16-078, Closed Session was approved.

RESOLUTION #16-078

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) Legal Matters

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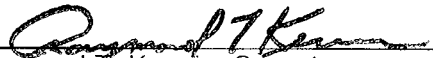
b) Personnel

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.

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ATTEST:


Raymond T. Kerwin, Secretary
Dated: December 14, 2016


Jerry J. Notte, Chairman


The meeting went into Closed Session at 6:49 p.m. and was reconvened to the public at 7:06 p.m.

On motion by Mr. Phelan, seconded by Mr. Voorman, the second part of the December Personnel Actions was approved by the following vote:

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

ADJOURNMENT:

On motion by Mr. Phelan, seconded by Mr. Schmidt, and all in favor and there being no further business to come before the Authority, the meeting was adjourned at 7:07 p.m.


Raymond T. Kerwin, Secretary
Dated: December 14, 2016


Karen Napolitano, Recording Secretary

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD
SEWERAGE AUTHORITY

TREASURER'S REPORT

Board Meeting 12/14/16

Period Ending November 30, 2016

ACCOUNT BALANCES:

OPERATIONS AND ADMINISTRATION

Operating Checking Account	\$12,502.41	
Payroll Checking Account	\$193,923.71	
Revenue Account	<u>\$10,584,644.70</u>	\$10,791,070.82

CONSTRUCTION

General	\$236,924.07	
Renewal & Replacement	\$3,913,305.41	
Construction Improvements	<u>\$1,020,824.61</u>	\$5,171,054.09

TOTAL FUNDS NOVEMBER 30, 2016

\$15,962,124.91

MONTHLY EXPENDITURES:

OPERATIONS AND ADMINISTRATION

Operating - Bills, Benefits, etc.	\$326,451.77 *	
Payroll - Salaries & Wages (net)	\$96,531.00 **	
- Taxes	\$45,685.97 **	
- 3rd Party Payments	<u>\$19,256.28 **</u>	\$487,925.02

CONSTRUCTION

\$718,785.31 *

TOTAL EXPENDITURES FOR NOVEMBER 2016

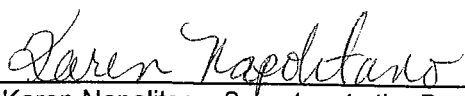
\$1,206,710.33

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

** Amount shown has been deducted from above account balances.



Richard Phelan, Treasurer



Karen Napolitano, Secretary to the Board

OPERATING

RESOLUTION #16-076

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 #17563 through #17646 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.

2016 BUDGET Payee	Ck#	Vou.#	Check Amt.	Description	Account
ADP, Inc (Louisville)		17563	610.13	Payroll Processing Chrg	31.38
AllMax Software, Inc.		17564	2,574.00	Renew Software Support Contract	51.52
American Express/RNB		17565	321.53	EZ-Pass/AEA Conference	31.21
American Express/RNB			(40.00)	Membership Rewards Annual Program Fee	31.22
American Wear		17566	355.28	Uniforms	51.43
Applied Analytics, Inc.		17567	1,901.25	#4 of 4 Calib/Flow Meters (10/19/16)	51.56
Aqua Pro-Tech Laboratories		17568	1,042.00	Chemical Analysis (10/7-10/26/16)	51.65
Borough of Lincoln Park Water & Sewer		17569	634.24	PS' (8/1-10/31)/Hydrants (9/1-9/30)	51.14
Cablevision		17570	144.90	Internet Service (11/16-12/15/16)	31.35
Cannella Roofing, Inc.		17571	2,092.00	Repair Roof/Solids Disposal Bldg.	51.33s
Chas. F. Connolly Dist. Co., Inc.		17572	625.50	Actuators/H&V	51.31
Clark Transmission Co.		17573	197.98	V-Belts/Sleeves/Shop Supplies	51.31
Cleary Giacobbe Alfieri Jacobs, LLC		17574	1,206.80	General & Retainer Oct'16	51.58
Cleary Giacobbe Alfieri Jacobs, LLC		17575	1,715.55	General & Retainer Nov'16	51.58
Constellation NewEnergy, Inc.		17576	65,511.63	Plant Oct/Nov'16	51.11
Constellation NewEnergy, Inc.			1,409.14	Jane Rd/Fairfield Rd Oct'16	51.12
Costello's Hardware		17577	20.68	Batteries/Tool Box	51.31
Costello's Hardware			3.59	Spray Paint/Shop Supplies	51.35
Criger Service		17578	125.00	Flatbed Toyota	51.36
Electronic Drives and Controls		17579	713.65	Spare Keypad Display/SPS&CPS	51.32
Engineered Solutions Corp.		17580	30.00	Monthly Off-Site Backup Storage	51.52
Engineered Solutions Corp.			4,840.00	Computer Support Operations	51.52
Engineered Solutions Corp.			1,732.50	Instrumentation Troubles	51.56
Flow Assessment Services LLC		17581	2,350.00	Calibration & Reports/Flow Meters (4)	51.56
Fairfield Maintenance Inc.		17582	520.00	Monthly UST Inspection Oct&Nov'16	51.65
Ferraioli, Wielkottz, Cerullo & Cuva, P.A.		17583	202.50	Budget Review Memo/YE Tax Filing	51.67
Flexline		17584	2,386.95	Spiralite Hose/Flood Hose	51.31
F.W. Webb Company		17585	302.84	Flags/Gaskets/Shop Supplies	51.31
G.M.H. Associates of America, Inc.		17586	535.23	Spare Hydraulic Pump/DBS Drives	51.31
Grainger, Inc.		17587	1,888.29	Drill Press/Cutter Kit/Shop Supplies	51.31
Grainger, Inc.			179.11	Shop Towels/Cleanser	51.41
Grainger, Inc.			282.72	Shirts/Pants/Rain Jacket	51.43
Grainger, Inc.			135.33	Blank Key Tags/Danger Sign	51.44
Highlands Industrial Turbine Service, Inc		17588	1,391.50	PM Plant Generator/Pymt 2 of 2	51.33
Interstate Waste Services		17589	2,570.67	Service/Oct & Nov'16	51.51
JAD Corporation of America		17590	600.00	Safety Gloves/Operations	51.44
Jersey Central Power&Light		17591	13,322.17	Plant	51.11
Jersey Central Power&Light			4,107.02	Pump Stations	51.12
Maraziti Falcon, LLP		17592	176.00	NJPDES Permit - Oct & Nov'16	51.68
McMaster-Carr Supply Co.		17593	1,002.05	Wire Fittings/Bulbs/Shop Supplies	51.31
McMaster-Carr Supply Co.			102.63	Fittings/UPS Upgrade	51.52
MGL Printing Solutions		17594	138.00	Checks/Operating Acct	31.33
MKG Sales Associates, Inc.		17595	1,021.00	Cleaning Supplies/Operations	51.41
MKG Sales Associates, Inc.			192.00	Lube/Operations	51.34
Mott MacDonald Group, Inc.		17596	1,650.00	Gen'l Consulting/Nov'16	51.53
Mott MacDonald Group, Inc.		17597	9,234.04	Intermediate Settling Tank	51.53
Mott MacDonald Group, Inc.		17598	2,766.76	IPP Services Nov'16	51.63
Mott MacDonald Group, Inc.		17599	6,188.05	IPP Services Oct '16	51.63
Mott MacDonald Group, Inc.		17600	13,712.44	Groundwater LSRP Service	51.63
Municipal Maintenance Co. Inc.		17601	5,920.00	Install/Diminutor/CPS Grinder "B"	61.10
Nestle Pure Life		17602	743.87	Water	51.14
New Jersey Safety Equipment		17603	218.45	Rainsuits/Boots/Operations	51.43
New Jersey Safety Equipment			417.10	Safety Supplies/Operations	51.44
NJDEP/Manifest Processing Fee		17604	10.00	Manifest Processing Fee	51.62
North Jersey Media Group Inc .		17605	102.83	PubNotice/IPP, Lab Analyses	31.32
One Call Concepts		17606	156.25	One Call Messages Oct/Nov '6	51.62
Passaic Valley Sewerage Commission		17607	30,600.00	Liquid Sludge (10/16-11/15/16)	51.55D

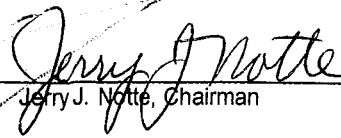
PSE&G	17608	126.21	PS/Jane Rd.	51.12
PSE&G	17609	288.29	PS/Fairfield Rd.	51.12
R&D Trucking	17610	19,024.00	Sludge Removal (11/1-11/30/16)	51.55H
Rachles/Michele's Oil Company	17611	1,967.65	No Lead Regular Gas	51.34
Recchia Landscaping, Inc	17612	2,754.28	Lawn Maintenance Oct/Nov'16	51.54
Seton	17613	39.55	Marking Flags	51.44
Sherwin Williams	17614	313.74	Paint	51.35
Skyline Environmental, Inc.	17615	13,480.00	Health & Safety Training/Oct/Nov'16	51.64
TBSA/Arthur J. Schmidt	17616	281.32	Hotel/AEA Conference	31.21
TBSA/Donna Peteja	17617	300.00	Cell Phone Jun-Nov'16	31.35
TBSA/Donna Peteja		20.00	Flu Vaccine	51.64
TBSA/Ernest DeGraw	17618	300.00	Cell Phone Jun-Nov'16	31.35
TBSA/Ernest DeGraw		20.00	Flu Vaccine	51.64
TBSA/Joseph Gibson	17619	300.00	Cell Phone Jun-Nov'16	31.35
TBSA/Loraine Tuohey	17620	20.00	Flu Vaccine	51.64
TBSA/Nicholas Stein	17621	300.00	Cell Phone Jun-Nov'16	31.35
TBSA/Patrick Tuohey	17622	300.00	Cell Phone Jun-Nov'16	31.35
TBSA/Patrick Tuohey		107.00	Food/Construction Mtg (12/6)	51.47
TBSA/Petty Cash	17623	132.38	Food/Bd Mtg (11/9)/Reimbursements	31.36
TBSA/Richard Walter	17624	300.00	Cell Phone Jun-Nov'16	31.35
TBSA/Robert N. Bongiovanni	17625	177.96	Cell Phone (8/21-11/20/16)	31.35
TBSA/Steve Sussmann	17626	20.00	Flu Vaccine	51.64
TBSA/William Murphy	17627	300.00	Cell Phone Jun-Nov'16	31.35
The Home Depot	17628	574.99	Timer/Ladder/Tools/Shop Supplies	51.31
The Progress	17629	49.99	Award&Affidavit/Mott MacDonald	31.32
United Cooling & Refrigeration Inc.	17630	1,810.74	Repl/Motor & Rpr Compressor/HVAC#2	51.33
United Equip. & Fabricators	17631	1,924.16	Formed Angles/Clarifiers/Cooling Fan (DPS)	51.31
United Equip. & Fabricators	17632	2,986.23	Fiberglass Tank Covers/Waste Backwash Tank	51.31
United Equip. & Fabricators	17633	8,910.00	Hatch Doors/S.F.P. Room	61.10
USA Blue Book	17634	1,794.28	Plug Kit/Shop Tools	51.31
USA Blue Book		487.27	Lab Supplies	51.42
USALCO Baltimore Plant, LLC	17635	4,850.14	Polyaluminum Chloride	51.25
Verizon	17636	640.59	Telephones 11/16	31.35
Verizon		2,228.12	Lease Lines 11/16	31.37
Verner-Cadby Ford	17637	1,307.65	Truck Repairs	51.36
W. B. Mason Co., Inc.	17638	66.61	Office Supplies	31.33
W. B. Mason Co., Inc.		11.00	Mouse/Admin	51.52
W2Operator Training Group, LLC	17639	11,500.00	Install/Insulated Bearings/SPS Pumps	61.10
Wallington Plumbing & Heating Supply	17640	20.85	Caps/DPS Heat	51.31
Wayne Electrical Supply Company	17641	866.44	Pts/Shop Supplies	51.31
TOTAL 2016 BUDGET		273,794.59		

2017 BUDGET	Ck#	Vou.#	Check Amt.	Description	Account
Payee					
Michael E. Solla		17642	700.00	Retiree Health Benefits December 2016	21.12R
My Father's House		17643	100.00	Memorial Donation/S Sussmann	31.36
Pitney Bowes Credit Corp.		17644	70.00	Postage Meter Lease/Nov 30-Dec 29'16	31.34
Progressive Business Publications		17645	230.00	Payroll Publication	31.22
State of NJ/Pensions & Benefits/SHBP		17646	49,657.85	Health Benefits	21.12
State of NJ/Pensions & Benefits/SHBP			1,899.33	Dental Benefits	21.12
TOTAL 2017 BUDGET			52,657.18		
TOTAL 2016 BUDGET			273,794.59		
TOTAL 2017 BUDGET			52,657.18		
TOTAL BOTH BUDGETS			326,451.77		

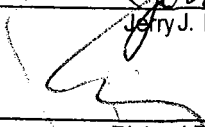
Mott MacDonald Group, Inc.	33,338.44	Bookkeeping Correction	61.24
Mott MacDonald Group, Inc.	(33,338.44)	Bookkeeping Correction	51.63

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 December 14, 2016.

Dated: December 14, 2016



Jerry J. Notte, Chairman



Richard Phelan, Treasurer



Karen Napolitano, Recording Secretary

CONSTRUCTION

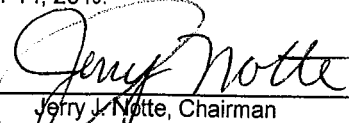
RESOLUTION #16-077

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 #0775 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.

2016 BUDGET Payee	Ck#	Vou.#	Check Amt.	Description	Account
Black & Veatch Corporation		0775	49,039.70	Project #1/Construction Phase	84.23
Cleary Giacobbe Alfieri Jacobs, LLC		0776	889.20	Plant Improvements Oct '16	84.41
Cleary Giacobbe Alfieri Jacobs, LLC		0777	832.90	Plant Improvements Nov '17	84.41
DeMaio Electrical Co., Inc.		0778	158,366.15	Pym't #15/PS Modifications	84.34
Worth and Company, Inc.		0779	509,657.36	WWTP Improvements	84.24
TOTAL 2016 BUDGET			718,785.31		

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Dated: December 14, 2016


Jerry J. Notte, Chairman


Richard Phelan, Treasurer


Karen Napolitano, Recording Secretary

The Pequannock, Lincoln Park & Fairfield Sewerage Authority

PERSONNEL ACTIONS

December 14, 2016

			<u>Increase</u>	<u>Effective Date</u>
<u>Anniversary</u>				
Robert Bongiovanni	Employed:	35 Years	2.5%	12/1/2016
	Executive Director:	35 Years		
Kimberly Marquez	Employed:	4 Years	2.5%	1/1/2017
	Senior Lab Tech:	2 Years		
8 Union Members (per Union Contract)				
Annual Increase			1.5%	1/1/2017