

**PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY**  
**FEBRUARY 11, 2015      6:00 pm      RE-ORGANIZATIONAL MEETING**

The Reorganization Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority was held on Wednesday, February 11, 2015 at 6:00 p.m. in the evening, in its Administration Building, Lincoln Boulevard, Lincoln Park, New Jersey. Chairman Notte called the meeting to order at 6:00 p.m.

**ROLL CALL:**

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

**Also Present:**

Cleary Giacobbe: John Napolitano  
Hatch Mott MacDonald: John Scheri  
TBSA: Robert N. Bongiovanni  
Michael E. Solla  
Dale Allen  
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

Chairman Notte turned the meeting over to Attorney John Napolitano to give the Oath of Office to Arthur J. Schmidt of Pequannock, reappointed for a 5 year term, Jerry J. Notte of Fairfield, reappointed for a 5 year term, and David A. Runfeldt of Lincoln Park, appointed for his first 5 year term.

At this time, the Board congratulated the Board Members on their appointments and Mr. Notte introduced Mr. Runfeldt and welcomed him to the Board.

Chairman Notte called for the report from the nominating committee. Mr. Schmidt presented the nominations: Chairman – Jerry J. Notte; Vice Chairman – Robert A. Voorman; Treasurer – Richard Phelan; Secretary – Raymond T. Kerwin.

Mr. Schmidt asked if there were any other nominations from the floor. There were none.

A motion by Mr. Schmidt, seconded by Mr. Phelan, to approve the slate of nominees as presented was approved by the following vote:

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

List of elected officers: Chairman – Mr. Jerry J. Notte/Fairfield  
Vice Chairman – Mr. Robert A. Voorman/PRBRSA  
Secretary – Mr. Raymond T. Kerwin/Lincoln Park  
Treasurer – Mr. Richard Phelan/Fairfield

The appointees were congratulated by the Board and Mr. Notte continued as Chairman.

**PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY**  
**FEBRUARY 11, 2015      6:00 pm      RE-ORGANIZATIONAL MEETING**

**APPOINTMENT OF COMMITTEES:**

Mr. Notte recommended that the Committee appointments remain the same, noting that Mr. Runfeldt would be replacing Mr. Wild in his committee assignments.

**RESOLUTIONS FOR REORGANIZATIONAL MEETING**

At this time, Mr. Notte addressed the first four resolutions that pertained to the Reorganizational Meeting. Mr. Bongiovanni reviewed all four and asked the Board to offer a motion for approval. On motion by Mr. Phelan, seconded by Mr. Verdonik and all in favor Resolutions #15-010 Designation of Signatories for Disbursements; Resolution #15-011 Designated Official Newspapers; Resolution #15-012 Schedule of Meetings and Posting Procedures; Resolution #15-013 Interest Rate for Late Payment of Annual Charges were approved by the following vote:

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

**RESOLUTION #15-010**

**WHEREAS**, the Regulations of the State of New Jersey, Department of Community Affairs, Division of Local Government Services, require three signatories for the payment of claims, issued by check, drawn on the Pequannock, Lincoln Park and Fairfield Sewerage Authority ("Authority");

**NOW, THEREFORE**, Be It Resolved that the Authority does designate the following three signatories for the payment of claims by check drawn on the treasury of the Authority, which signatories are officially recorded below:

1. Chairman, Jerry J. Notte, and in his absence, Vice-Chairman Robert A. Voorman
2. Treasurer, Richard Phelan, and in his absence, Secretary Raymond T. Kerwin
3. Executive Director, Robert N. Bongiovanni or Assistant Executive Director, Michael E. Solla and in their absence, Secretary to the Board, Karen Napolitano

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

**ATTEST:**






Raymond T. Kerwin, Secretary

Dated: February 11, 2015

  
\_\_\_\_\_  
Jerry J. Notte, Chairman

**Signatories:**

  
\_\_\_\_\_  
Jerry J. Notte, Chairman  
\_\_\_\_\_  
Richard Phelan, Treasurer  
\_\_\_\_\_  
Robert N. Bongiovanni  
Executive Director  
\_\_\_\_\_  
Michael E. Solla  
Assistant Executive Director  
\_\_\_\_\_  
Robert A. Voorman, Vice Chairman  
\_\_\_\_\_  
Raymond T. Kerwin, Secretary  
\_\_\_\_\_  
Karen Napolitano  
Secretary to the Board

**PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY**  
**FEBRUARY 11, 2015      6:00 pm      RE-ORGANIZATIONAL MEETING**

**RESOLUTIONS CONT'D:**

**RESOLUTION #15-011**

**WHEREAS**, the Pequannock, Lincoln Park and Fairfield Sewerage Authority is desirous of designating newspapers of general circulation within this area as the official newspapers for the publication of all regulations, resolutions and other required notices;

**BE IT THEREFORE RESOLVED** that the following newspapers are so designated:

1. CALDWELL PROGRESS, INC.  
6 Brookside Avenue  
Caldwell, New Jersey 07006
2. THE SUBURBAN TRENDS  
One Boonton Avenue  
Butler, New Jersey 07405
3. THE NORTH JERSEY MEDIA GROUP, INC.  
P.O. Box 18862  
Newark, New Jersey 07191-8862

**BE IT FURTHER RESOLVED**, that the Secretary of the Authority is authorized and directed to submit any and all required publications to the above designated newspapers.

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

**ATTEST:**



Raymond T. Kerwin, Secretary  
Dated: February 11, 2015

  
\_\_\_\_\_  
Jerry J. Notte, Chairman

**RESOLUTION #15-012**

**WHEREAS**, the Open Public Meetings Act, Chapter 231 of the laws of 1975, requires all public bodies covered by said Act, at least once each year, and within seven days following the annual organization or reorganization meeting of such body, to post and maintain posted through the year as set forth in the Act, a schedule of the regular meeting of the public body to be held during the succeeding year.

**NOW, THEREFORE, BE IT RESOLVED**, by the Pequannock, Lincoln Park and Fairfield Sewerage Authority, as follows:

1. The schedule of regular and conference meetings of the Pequannock, Lincoln Park and Fairfield Sewerage Authority as set forth in the schedule annexed hereto be and the same is hereby adopted.
2. The Authority Secretary is hereby authorized and directed to prominently post said schedule in at least one public place reserved for such announcements.
3. Said schedule shall be mailed, emailed, faxed or hand delivered by the Authority Secretary to the following official newspapers of the Authority:

**PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY**  
**FEBRUARY 11, 2015      6:00 pm      RE-ORGANIZATIONAL MEETING**

**RESOLUTIONS CONT'D:**

- a. The Caldwell Progress
- b. The Suburban Trends
- c. The North Jersey Media Group, Inc.

4. Said schedule shall be placed on file with the Authority Secretary and the Municipal Clerks of the Borough of Lincoln Park and the Townships of Fairfield and Pequannock and the offices of the PRBRSA.

5. Special meetings may be held as and when necessary, with notice to be given as provided for in the Act and meetings involving urgent matters may be held as provided for in Section 4b of the Act.

6. In the event that the annexed schedule is hereafter revised, the revised schedule shall be posted, mailed and filed by the Authority Secretary in the manner described hereinabove.

7. Any person who requests a copy of the within schedule or any revisions thereto, shall be provided with same upon the payment of the following fee; and upon the payment of said sum, said persons shall be mailed copies of the schedule. The sum of \$10.00 is hereby designated as the fee for said service, which shall terminate at midnight on January 31<sup>st</sup> of each year unless requests for renewal are received.

8. The Authority Secretary shall post a copy of the Schedule of Meetings.

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

**ATTEST:**



Raymond T. Kerwin, Secretary  
Dated: February 11, 2015

  
\_\_\_\_\_  
Jerry J. Notte, Chairman

**RESOLUTION #15-013**

**WHEREAS**, Section 9 of the December 20, 1985 Agreement, Amending and Supplementing the Service Contracts for the Participants of the Pequannock, Lincoln Park and Fairfield Sewerage Authority (hereinafter the "Authority"), requires that the Authority charge an interest rate of eight percent (8%) per annum for the first \$1500.00 of any delinquent payment made by a Participant after the tenth (10<sup>th</sup>) calendar day following the date which payment was due; and

**WHEREAS**, Section 9 of the December 20, 1985 Agreement Amending and Supplementing the Service Contracts for the Authority, further requires that the Authority annually at its Reorganizational meeting set an interest rate on the delinquency of any payment by a Participant after the 10<sup>th</sup> calendar day following the date upon which it is due, on any amount in excess of \$1,500.00; and

**WHEREAS**, said rate was previously set by the Authority at its Reorganizational Meeting of February 12, 2014.

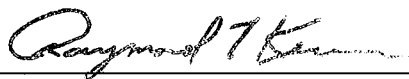
**RESOLUTIONS CONT'D:**

**NOW, THEREFORE,** Be It Resolved by the Pequannock, Lincoln Park and Fairfield Sewerage Authority that for the fiscal year 2015 the interest rate on any delinquent payments by the participants received by the Authority after the 10<sup>th</sup> calendar day following the date upon which it is due, shall be twelve percent (12%) per annum on any amount in excess of \$1,500.00 and to be calculated in accordance with Section 9 of said Agreement from the original due date;

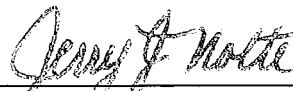
**BE IT FURTHER RESOLVED,** that a copy of the Resolution be provided to each of the Participants in accordance with the requirements of Section 9 of the Agreement.

PEQUANNOCK, LINCOLN PARK AND  
FAIRFIELD SEWERAGE AUTHORITY

**ATTEST:**



Raymond T. Kerwin, Secretary  
Dated: February 11, 2015



Jerry J. Notte, Chairman

**REAPPOINTMENT OF PROFESSIONAL STAFF:**

On motion by Mr. Phelan, seconded by Mr. Voorman, Resolution #15-014 Reappointment of the Authority Engineer; Resolution #15-015 Reappointment of the Authority Auditor; Resolution #15-016 Appointment of Authority Attorney; were approved by the following vote:

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

**RESOLUTION #15-014**

**WHEREAS,** there exists a need for General Engineering Consulting Services for the Pequannock, Lincoln Park and Fairfield Sewerage Authority (the "Authority"); and

**WHEREAS,** pursuant to the Local Public Contract law (NJSA 40A:11-5) a contract for professional services may be let without public bidding thereof;

**WHEREAS,** the Authority has received two (2) proposals for these professional services;

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

1. The January 8, 2015 proposal received from Hatch Mott MacDonald for the Authority's General Engineering Consulting Services is acceptable and Hatch Mott MacDonald is retained in accordance with its proposal, commencing on March 1, 2015 for a period of one (1) year.
2. The Chairman is authorized and directed to execute a contract in accordance with the terms of this resolution.
3. This contract is awarded pursuant to a Fair and Open Process in accordance with NJSA 19:44A-20.5 et seq.
4. Notice of this contract shall be published in the Official Authority Newspapers.

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY  
FEBRUARY 11, 2015 6:00 pm RE-ORGANIZATIONAL MEETING

RESOLUTIONS CONT'D:

PEQUANNOCK, LINCOLN PARK AND  
FAIRFIELD SEWERAGE AUTHORITY

ATTEST:



Raymond T. Kerwin, Secretary

Dated: February 11, 2015

  
Jerry J. Notte, Chairman

RESOLUTION #15-015

**WHEREAS**, there exists a need for Auditing Services for the Pequannock, Lincoln Park and Fairfield Sewerage Authority (the "Authority"); and


**WHEREAS**, pursuant to the Local Public Contract law (NJSA 40A:11-5) a contract for professional services may be let without public advertising and bidding thereof;

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

1. The firm of Ferraioli, Wielkottz, Cerullo and Cuva, P.A. is retained in accordance with its proposal dated December 23, 2014 as Authority Auditor, commencing on March 1, 2015 for a period of one (1) year, in an amount not to exceed \$21,400 plus any additional services required in connection with NJEIT projects or GASB compliance in accordance with the hourly rates set forth in the proposal.
2. The Executive Director is authorized and directed to execute a contract in accordance with the terms of this resolution.
3. This contract is awarded in compliance with the requirements of NJSA 19:44A-20.4 et seq.
4. Notice of this contract shall be published in one of the Official Authority Newspapers.

PEQUANNOCK, LINCOLN PARK AND  
FAIRFIELD SEWERAGE AUTHORITY

ATTEST:



Raymond T. Kerwin, Secretary

Dated: February 11, 2015

  
Jerry J. Notte, Chairman

RESOLUTION #15-016

**WHEREAS**, there exists a need for an attorney to provide General Legal Services for the Pequannock, Lincoln Park and Fairfield Sewerage Authority (the "Authority"); and

**WHEREAS**, pursuant to the Local Public Contract law (NJSA 40A:11-5) a contract for professional services may be let without public bidding thereof;

**PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY**  
**FEBRUARY 11, 2015      6:00 pm      RE-ORGANIZATIONAL MEETING**

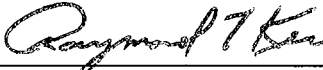
**RESOLUTIONS CONT'D:**

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

1. The firm of Cleary Giacobbe Alfieri & Jacobs, LLC is retained in accordance with its proposal dated January 5, 2015 as Authority Attorney, commencing on March 1, 2015 for a period of one (1) year.
2. The Chairman is authorized and directed to execute a contract in accordance with the terms of this resolution.
3. This contract is awarded in compliance with the requirements of NJSA 19:44A-20.5 et seq.
4. Notice of this contract shall be published in one of the Official Authority Newspapers.

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

**ATTEST:**

  
Raymond T. Kerwin, Secretary  
Dated: February 11, 2015

  
Jerry J. Notte, Chairman

**MINUTES APPROVAL:**

On motion by Mr. Schmidt, seconded by Mr. Kerwin, the Minutes of the Regular Meeting of January 14, 2015 were approved by the following vote:

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

**ABSTAINED:** CAMPISI, RUNFELDT

**REPORTS OF COMMITTEES:**

**FINANCE**

Mr. Voorman presented the Treasurer's Report for the month of February (copy attached), along with the vouchers and the monthly reports for Hatch Mott MacDonald and Cleary Giacobbe. Mr. Voorman recommended payment of the vouchers 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 portion of the Personnel Actions as well as the Wage and Salary Guide, were approved by the following vote (copy attached):

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

**PLANT OPERATIONS:**

Mr. Schmidt noted the Operating Report, commenting that the flows have stabilized and that PAC is being added at 250 gallons/day, resulting in an average phosphorous level of 0.11ppm.



**PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY**  
**FEBRUARY 11, 2015      6:00 pm      RE-ORGANIZATIONAL MEETING**

**PLANNING & EXPANSION:**

Mr. Kerwin deferred to Mr. Solla. Mr. Solla emailed Gene Chebra who confirmed that both projects will be combined and both will receive Sandy money at 19% principal forgiveness. There is no further information on the request for an increase in project engineering costs. B&V and HMM will be forwarding the information, hopefully early next week. Mr. Solla noted that the increases need to be approved at the March Board Meeting. The Authority received authorization from DEP to award both construction contracts. The Authority will be sending out Notices of Award to both companies (Worth & DeMaio), subject to NJEIT funding. All information regarding the projects has gone to the OSC and once the Notices to Proceed are issued, they will be forwarded as well.

**CONSTRUCTION:**

Mr. Verdonik had nothing to report.

**INSURANCE & LEGISLATIVE REVIEW:**

Mr. Runfeldt had nothing to report. Mr. Napolitano reported that the Water Infrastructure Protection Act was signed by the Governor despite AEA's objections. S72, the legislation mandating a 2% hard cap on regional sewerage authorities, is still pending in the Assembly.

**LEGAL & PUBLIC RELATIONS:**

Mr. Campisi had nothing to report.

**EXECUTIVE DIRECTOR'S REPORT:**

**1. NJPDES Discharge Permit**

Since the September 3, 2014 denial of a Petition for Certification by the State Supreme Court, there has been little activity on matters related to our pending discharge permit renewal. This denial upholds the DEP decision to enforce the year round application of the Phosphorus TMDL. (We had been seeking seasonal limits). To recap: The draft discharge permit was issued in June 2012 by DEP. We submitted comments in August 2012, objecting to a number of permit limits/conditions, phosphorus being the most significant issue.

Looking forward, we are still waiting for the DEP to finalize its proposed rulemaking for Tiered Uses, which will result in potential new limits for nitrates.

**2. Two Bridges Road Bridge Project**

After a number of phone calls and emails expressing our questions and concerns to the engineering firm (Louis Berger Group, Inc.), we decided to direct a letter to the Passaic County Engineer to more formally address our issues. Bill Murphy sent this letter out on January 22<sup>nd</sup>. Our key concerns are maintaining access to the front road of our plant and the replacement of (and possible funding for) 300 foot sections of 2 parallel 20 inch force mains in Lincoln Blvd.

**3. Central P.S. Flow Meters**

Progress on the investigation and repair of the flow metering systems is continuing, and we are proceeding with additional corrective actions. On the table is a copy of the Engineered Solutions Corporation status report on this effort, dated February 5, 2015.

**4. Contingency Operation Plan for PRBRSA**

Dan Kelly has provided his Business Systems Manual for the PRBRSA dated December 2014 for our consideration and review. I am scheduling an initial meeting with Dan Kelly for the end of this month.



**PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY**  
**FEBRUARY 11, 2015      6:00 pm      RE-ORGANIZATIONAL MEETING**

At this time, Mr. Bongiovanni reminded the Board that the AEA conference is in March and any Board Members who wish to attend should let us know. He also referenced the memo on the table regarding his objectives for 2015 for the Board's consideration.

**ASSISTANT EXECUTIVE DIRECTOR'S REPORT:**

Mr. Solla did not have a formal report.

**ENGINEER'S REPORT:**

Mr. John Scheri, of HMM, distributed copies of the monthly Engineers Report. Mr. Scheri brought the members up-to-date on all on-going projects. Mr. Scheri also discussed the meeting he and Bill Murphy had with Lincoln Park Planning Board Engineer regarding comments received on the Authority's application. Supplemental information will be forwarded to the Borough tomorrow.

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

None

**CORRESPONDENCE:**

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

**PUBLIC DISCUSSION:**

None

**RESOLUTIONS:**

On motion by Mr. Kerwin, seconded by Mr. Phelan, Resolution #15-017, Renewal of Contract for Safety and Health Services was approved by the following vote:

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

**RESOLUTION #15-017**

**WHEREAS**, there exists a need for a firm to provide Safety and Health Training and other safety related services for the Pequannock, Lincoln Park and Fairfield Sewerage Authority (the "Authority"); and

**WHEREAS**, pursuant to the Local Public Contract law (NJSA 40A:11-5) a contract for professional services may be let without public advertising and bidding thereof;

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

1. The firm of Skyline Environmental, Inc. is retained in accordance with its proposal dated December 29, 2014 for Safety and Health Training and Safety Related Services, commencing on March 1, 2015 for a period of one (1) year in an amount not to exceed \$38,800.

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

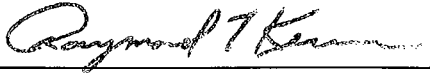
**PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY**  
**FEBRUARY 11, 2015      6:00 pm      RE-ORGANIZATIONAL MEETING**

**RESOLUTIONS CONT'D:**

3. This contract is awarded in compliance with the requirements of NJSA 19:44A-20.4 et seq.
4. Notice of this contract shall be published in one of the Official Authority Newspapers.

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

**ATTEST:**



Raymond T. Kerwin, Secretary

Dated: February 11, 2015

  
\_\_\_\_\_  
Jerry J. Notte, Chairman

On motion by Mr. Phelan, seconded by Mr. Voorman, Resolution #15-018, Renewal of Special Legal Services Contract for Environmental Counsel was approved by the following vote:

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

**RESOLUTION #15-018**

**WHEREAS**, there exists a need for Special Legal Services for addressing matters related to the Authority's NJPDES discharge to surface water permit, settlement agreement related to that permit, ongoing and new environmental regulations and policies and various environmental compliance issues for the Pequannock, Lincoln Park and Fairfield Sewerage Authority (the "Authority"); and

**WHEREAS**, pursuant to the Local Public Contract law (NJSA 40A:11-5) a contract for professional services may be let without public bidding thereof;

**WHEREAS**, the Authority has received two (2) proposals for these professional services;

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

1. The December 23, 2014 proposal of Maraziti, Falcon and Healey, LLP for Special Legal Counsel is acceptable and the firm of Maraziti, Falcon and Healy, LLP is retained in accordance with its proposal, commencing on March 1, 2015 for a period of one (1) year.
2. The Executive Director is authorized and directed to execute a contract in accordance with the terms of this resolution.
3. This contract is awarded in compliance with the requirements of NJSA 19:44A-20.5 et seq.
4. Notice of this contract shall be published in one of the Official Authority Newspapers.

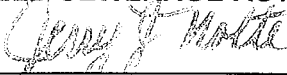
**PEQUANNOCK, LINCOLN PARK AND  
FAIRFIELD SEWERAGE AUTHORITY**

**ATTEST:**



Raymond T. Kerwin, Secretary

Dated: February 11, 2015

  
\_\_\_\_\_  
Jerry J. Notte, Chairman

**PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY**  
**FEBRUARY 11, 2015      6:00 pm      RE-ORGANIZATIONAL MEETING**

**RESOLUTIONS CONT'D:**

On motion by Mr. Phelan, seconded by Mr. Verdonik, Resolution #15-019, Renewal of IPP Engineering Services Contract was approved by the following vote:

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

**RESOLUTION #15-019**

**WHEREAS**, the Pequannock, Lincoln Park and Fairfield Sewerage Authority (hereinafter the "Authority"), has need for engineering services to manage the Authority's Industrial Pretreatment Program (IPP); and

**WHEREAS**, pursuant to the Local Public Contract Law (NJSA 40A:11-5) a contract for professional services may be let without bidding thereof;

**WHEREAS**, the Authority has determined that these engineering services need to be conducted by consulting engineers who are specially trained and qualified to provide the service in the form of a professional services contract; and

**WHEREAS**, the Authority has received two (2) proposals for these professional services;

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

1. The January 8, 2015 proposal received from Hatch Mott MacDonald for consulting engineering services to manage the Authority's IPP program is acceptable.
2. These services will be performed by Hatch Mott MacDonald commencing on March 1, 2015, for a period of one (1) year, under the terms of its existing general consulting services agreement in an amount not to exceed \$28,500.
3. This contract is awarded in compliance with the requirements of NJSA 19:44A-20.5 et seq.
4. A notice of this action shall be published in one of the Official Authority Newspapers.

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

**ATTEST:**



Raymond T. Kerwin, Secretary  
Dated: February 11, 2015



Jerry J. Motte, Chairman

On motion by Mr. Phelan, seconded by Mr. Campisi, Resolution #15-020, Authorize Award of Contract for Special Legal Services for Labor and Employment Law was approved by the following vote:

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

**PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY**  
**FEBRUARY 11, 2015      6:00 pm      RE-ORGANIZATIONAL MEETING**

**RESOLUTIONS CONT'D:**

**RESOLUTION 15-020**

**WHEREAS**, there exists a need for an attorney to provide Special Legal Services for Labor and Employment Law for the Pequannock, Lincoln Park and Fairfield Sewerage Authority (the "Authority"); and

**WHEREAS**, pursuant to the Local Public Contract law (NJSA 40A:11-5) a contract for professional services may be let without public advertising and bidding thereof;

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

1. The firm of Trimboli & Prusinowski, LLC is retained in accordance with its proposal dated January 19, 2015 for Special Legal Services commencing on March 1, 2015, for a period of one (1) year, in an amount not to exceed \$10,000.
2. The Chairman is authorized and directed to execute a contract in accordance with the terms of this resolution.
3. This contract is awarded in compliance with the requirements of NJSA 19:44A-20.4 et seq.
4. Notice of this contract shall be published in one of the Official Authority Newspapers.

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

**ATTEST:**



Raymond T. Kerwin, Secretary  
Dated: February 11, 2015

  
\_\_\_\_\_  
Jerry J. Notte, Chairman

On motion by Mr. Voorman, seconded by Mr. Kerwin, Resolution #15-021, Operating Vouchers Approval was approved by the following vote (copy attached):

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

On motion by Mr. Verdonik, seconded by Mr. Phelan, Resolution #15-022, Construction Vouchers Approval was approved by the following vote (copy attached):

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

On motion by Mr. Phelan, seconded by Mr. Schmidt and all in favor, Resolution #15-023, Closed Session, was approved.

**RESOLUTION #15-023**

**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;

**PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY**  
**FEBRUARY 11, 2015      6:00 pm      RE-ORGANIZATIONAL MEETING**

**RESOLUTIONS CONT'D:**

**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) Professional Services Contracts
- b) Personnel Matters

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

3. It is not known when or if the matters to be discussed in closed session can be disclosed to the public.

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

**ATTEST:**



Raymond T. Kerwin, Secretary  
Dated: February 11, 2015

  
\_\_\_\_\_  
Jerry J. Notte, Chairman

The meeting went into Closed Session at 6:41 p.m. and back into Open Session at 6:52 p.m.

On motion by Mr. Phelan, seconded by Mr. Campisi, approval of the second portion of the Personnel Actions regarding merit increase to Richard Walter was approved by the following vote:

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

On motion by Mr. Schmidt, seconded by Mr. Phelan, and all in favor and there being no further business to come before the Authority, the meeting was adjourned at 6:53 p.m.



Raymond T. Kerwin, Secretary  
Dated: February 11, 2015

  
\_\_\_\_\_  
Dale Allen, Recording Secretary

PEQUANNOCK, LINCOLN PARK AND  
FAIRFIELD SEWERAGE AUTHORITY

**TREASURER'S REPORT**

Board Meeting 2/11/15

**Period Ending January 31, 2015**

**ACCOUNT BALANCES:**

**OPERATIONS AND ADMINISTRATION**

Operating Checking Account	\$21,902.37	
Payroll Checking Account	\$125,642.42	
Revenue Accounts - TD Bank	\$5,964,704.49	
NJ Cash Management Fund	<u>\$0.00</u>	\$6,112,249.28

**CONSTRUCTION**

General	\$276,924.07	
Renewal & Replacement	\$2,448,193.58	
Construction Improvements	<u>\$1,339,409.18</u>	<u>\$4,064,526.83</u>

**TOTAL FUNDS JANUARY 31, 2015**

\$10,176,776.11

---

**MONTHLY EXPENDITURES:**

**OPERATIONS AND ADMINISTRATION**

Operating - Bills, Benefits, etc.	\$369,730.09 *	
Payroll - Salaries & Wages (net)	\$94,408.99 **	
- Taxes	\$54,456.61 **	
- 3rd Party Payments	<u>\$24,803.20 **</u>	\$543,398.89

**CONSTRUCTION**

\$41,473.73 \*

**TOTAL EXPENDITURES FOR JANUARY 2015**

\$584,872.62

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

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



---

Richard Phelan, Treasurer



---

Dale Allen, Secretary to the Board

**The Pequannock, Lincoln Park & Fairfield Sewerage Authority**

**Date:**    **February 11, 2015**

**Personnel Actions:**

**Increase**                      **Rate**                      **Effective**

**Retirement:**

Dale Allen                      Employed: 15 years                      4/1/2015  
Office Manager/Secretary to the Board - 12 years

**Merit Increase:**

Rick Walter                      Employed: 12 years                      2/9/2015  
Assistant Maintenance Foreman - 9.5 years                      \$7,000

**Anniversary:**

Joe Gibson                      Employed: 30.5 years                      2.5%                      2/19/2015  
Chief Operator - 10 years

**Approve FY 2015 Wage & Salary Guide**

**\*\* Also Attached:**

**Current Wages and Salaries List -- Revised through January 2015 Increases**  
**TBSA Organizational Chart - 2015**



OPERATING

RESOLUTION # 15-021

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 #16099 through #16174 have been approved by the Chairman or the Treasurer, the Treasurer shall issue warrants in payment thereof, when there are sufficient funds available to meet them.

Payee	Ck #	Vou. #	Ck. Am't	Description	Acc't #
Aqua Pro-Tech Laboratories		16099	1,397.00	Chemical Analysis/Rec'd 9/3-9/26/14	b51.65
Ferraioli, Wielkotz, Cerullo & Cuva		16100	15,300.00	Year End Audit FY 2014	b51.57
Ferraioli, Wielkotz, Cerullo & Cuva		16101	2,500.00	Addit'l Ser/2014 Audit/State Requirements	b51.67
Fisher Scientific		16102	145.03	Lab Supplies	b51.42
Jersey Central Power&Light		16103	171.76	PS Pine Brook Rd. (Actual)	b51.12
PSE&G		16104	3,805.16	PS/Fairfield Rd. (Actual)	b51.12

TOTAL 2014 BUDGET

23,318.95

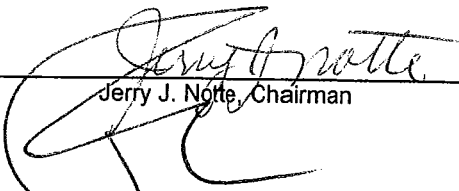
2015 BUDGET

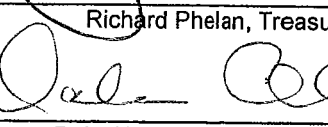
Payee	Ck #	Vou. #	Ck. Am't	Description	Acc't #
A E A		16105	5,200.00	Regular Member Dues	a31.22
ABB Inc.		16106	880.85	Troubleshoot/Magmeters/CPS	a51.56
ADP, Inc (Louisville)		16107	783.02	Payroll Processing Chrg	a31.36
American Express/RNB		16108	10.00	EZ Pass/Business Expenses	a31.36
AP/Certified Testing		16109	125.00	Field Test/Backflow Preventor	a51.65
Apollo Flag Co.		16110	106.95	2 Flags	a51.31
Aqua Pro-Tech Laboratories		16111	1,267.00	Chemical Analysis/Rec'd 12/3-12/29/14	a51.65
Brought of Lincoln Park Water		16112	217.40	PS' (11/1-1/31/15)	a51.14
C & H Distributors, LLC		16113	586.43	Drum Truck Cart/Shop Supplies	a51.31
C & H Distributors, LLC			207.39	Work Gloves	a51.44
C.J. Vanderbeck and Son, Inc.		16114	190.00	Reboot/Programmer/Plant Boiler#2	a51.32
Cablevision		16115	144.90	Internet Service 1/16-2/15/15	a31.35
CEUnion		16116	89.00	DLGS Seminar/RNB	a31.24
Champion Uniform Supply, Inc.		16117	340.28	Uniforms	a51.43
Clark Transmission Co.		16118	205.64	Roller Bearings/Seals/DPS Gate Rpr	a51.31
Cleary Giacobbe Alfieri & Jacobs LLC		16119	3,557.37	Gen'l & Retainer/Dec'14	a51.58
Corrosion Probe, Inc.		16120	2,100.00	Coating Spec/Forced Main/PS'	a51.53
East Coast Salt Distribution		16121	1,416.00	Calcium Chloride/Ice Removal	a51.41
Engineered Solutions Corp.		16122	475.32	Computer/Phosphorus Software/Lab	a51.52
Engineered Solutions Corp.			1,200.00	iFix Driver Software/HVAC	a51.52
Engineered Solutions Corp.			11,201.00	Comp Supp/Operations	a51.52
Engineered Solutions Corp.			4,455.00	Inst TS/Engrg	a51.56
Environmental Resource Assoc.		16123	542.03	Lab Samples 1/5/15	a51.65
Finch Fuel		16124	10,556.84	Fuel Oil/Plant (1/31)	a51.13
Fisher Scientific		16125	1,533.67	Lab Supplies	a51.42
GCF Inc.		16126	1,281.12	Signal Splitters/Isolaters/Operations	a51.31
Grainger, Inc.		16127	2,020.68	Pts/Plant & Shop Supplies	a51.31
Grainger, Inc.			181.95	Pipe Insulation/Sludge Line	a51.31s
Grainger, Inc.			5.45	Lubricant/Shop Supplies	a51.34
Grainger, Inc.			71.89	Disinfectant Spray	a51.41
Grainger, Inc.			336.02	Safety Supplies	a51.44
Hach Company		16128	352.80	Power Supply/Portable Samplers	a51.31
Hach Company		16129	5,959.02	Effluent Sampler/Lab	a61.10
Hatch Mott MacDonald		16130	101.88	Steel Pipe Assessment	a51.53
Hatch Mott MacDonald		16131	1,550.00	Gen'l Consulting/Dec'14	a51.53
Hatch Mott MacDonald		16132	2,488.18	Groundwater LSRP Service	a51.63
Interstate Waste Services		16133	1,167.23	Service/Dec'14	a51.51
Jersey Central Power&Light		16134	58,030.18	Plant	a51.11
Jersey Central Power&Light			5,845.30	PS'	a51.12
LBR Scientific, Inc.		16135	1,400.51	Rpr/Lab Dishwasher	a51.42
Maple Rock Communications LLC		16136	361.20	Installation/Fiber Terminations/Phone Rm	a51.32
Maresca Lumber		16137	330.85	Rock Salt	a51.41
McMaster-Carr Supply Co.		16138	1,581.83	Pts/Shop & Plant Supplies	a51.31

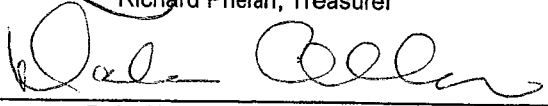
McMaster-Carr Supply Co.		47.38	Paint Brushes	a51.35
MKG Sales Associates, Inc.	16139	1,174.00	Cleaning Supplies/Operations	a51.41
Nestle Pure Life	16140	42.99	Water/Dec'14	a51.14
New Jersey Manufacturers Ins. Co.	16141	6,763.92	W.Comp/Pym't #2 of 11	a51.48
NJDEP/Initial Phys.Connection Permit	16142	150.00	Initial Physical Connection Permit/PS'	a51.62
NJDEP/NJ Phys. Connection Permit	16143	200.00	Renew Permit/Physical Connection	a51.62
Northeast Equipment	16144	440.34	Plow Shoes	a51.36
One Call Concepts	16145	46.42	One Call Messages/Dec'14	a51.62
Passaic Valley Sewerage Commission	16146	44,032.50	Liquid Sludge 12/16-1/15/15	a51.55D
Ploger Crane Service, Inc.	16147	600.00	Move DBS Drive/Thickener#1	a51.38
Progressive Business Publications	16148	94.56	Safety Publication	a31.22
PSE&G	16149	890.90	PS/Jane Rd. (Actual)	a51.12
PSE&G	16150	2,941.06	PS/Glenroy Rd. (Actual)	a51.12
R&D Trucking	16151	25,273.50	Sludge Removal 1/2-1/30/15	a51.55H
Reiner Pump Systems, Inc.	16152	4,836.00	Repl/Dry Pit Pump/1stStg WAS	a61.10
Rentals Unlimited Inc.	16153	210.00	Rental/Jackhammer/Remove Pump Base	a51.38
Reuter & Hanney, Inc.	16154	4,695.00	Ser/Substation Main Pole Switch	a51.32
Sherwin Williams	16155	356.74	Paint Supplies	a51.35
Skyline Environmental, Inc.	16156	1,775.00	CSE & LOTO/Respiratory Training	a51.64
State of NJ/Pensions & Benefits(Dental)	16157	2,102.56	Dental Insurance	a21.12
State of NJ/Pensions & Benefits(Health)	16158	49,570.64	Health Benefits	a21.12
Syna-Flow Technologies	16159	2,070.00	Ser/Bi-Annual PM/Inc#1 Blowers	a51.33s
TBSA/Michael Solla	16160	195.96	Cell Phone (11/27-1/26)	a31.35
Technical Components Co., Inc.	16161	3,688.22	Rubber Pinch Valve/1st WAS Line	a51.31
The Home Depot	16162	262.88	Plant Supplies	a51.31
The Home Depot		78.48	Heat Trace Cable/Sludge Transfer Line	a51.31s
United Cooling & Refrigeration Inc.	16163	514.96	Repl/Freeze Stat/RTU#2	a51.33
United Cooling & Refrigeration Inc.	16164	1,098.75	PM/Nov-Jan'15/Pymt 3 of 4	a51.33
USALCO Baltimore Plant, LLC	16165	10,326.99	Polyaluminum Chloride	a51.25
UV Doctor Systems LLC	16166	827.50	Rpr/UV Ballast	a51.31
VanGuard Cleaning Systems	16167	323.00	Cleaning Service/Feb'15	a51.41
Verizon	16168	587.34	Telephones 1/15	a31.35
Verizon		2,025.80	Lease Lines 1/15	a31.37
W. B. Mason Co., Inc.	16169	312.19	Office Supplies	a31.33
W. B. Mason Co., Inc.		22.70	Trash Bags	a51.41
Wallington Plumbing & Heating Supply	16170	753.65	Shop Supplies	a51.31
Wayne Auto Supply	16171	64.46	Pts/Plant Vehicles	a51.36
Wayne Electrical Supply Company	16172	1,544.14	Pts/Shop & Plant Supplies/CPS Flowmeter	a51.31
Wayne Electrical Supply Company		162.90	Disconnect Switch/Plant Boilers	a51.44
Willis of New Jersey, Inc.	16173	14,999.26	Renewal/Boiler & Machinery	a51.48
Willis of New Jersey, Inc.		28,478.53	Down Payment/Package w/ Auto	a51.48
Zee Medical, Inc.	16174	1,372.74	Re-Stock 1st Aid Kit/1st Aid & CPR Trng	a51.44
TOTAL 2015 BUDGET		346,411.14		
TOTAL 2014 BUDGET		23,318.95		
TOTAL 2015 BUDGET		346,411.14		
TOTAL BOTH BUDGETS		369,730.09		

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 February 11, 2015.

Dated: February 11, 2015

  
Jerry J. Nofte, Chairman

  
Richard Phelan, Treasurer

  
Dale Allen, Recording Secretary

## CONSTRUCTION FUND

## RESOLUTION # 15-022

BE IT RESOLVED, By The Pequannock, Lincoln Park and Fairfield Sewerage Authority that the bills on the list annexed hereto and made a part hereof, be approved for payment, and that after Vouchers #0668 through #0673 have been approved by the Chairman or the Treasurer, the Treasurer shall issue Warrants in payment thereof, when there are sufficient funds available to meet them.

Payee	Ck#	Vou. #	Ck. Am't	Description	Acc't #
Black & Veatch		0668	2,500.00	Project #1/NJDEP Permit Fee	a84.22
Black & Veatch			32,483.53	Project #1/Construction Phase	a84.23
Cleary Giacobbe Alfieri & Jacobs LLC		0669	860.25	Plant Improvements/Dec'14	a84.41
Hatch Mott MacDonald		0670	324.90	Hazard Mitigation	a84.10
Hatch Mott MacDonald		0671	4,153.01	Project #2/PS' Construction	a84.33
North Jersey Media Group Inc .		0672	453.04	PubNotice/Contract 2014-2/Project 2	a84.41
The Star Ledger'		0673	699.00	Bid Notice/Contract #2014-2 Project #2	a84.41

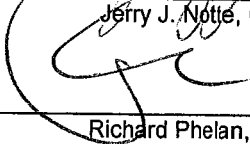
TOTAL 2015 BUDGET

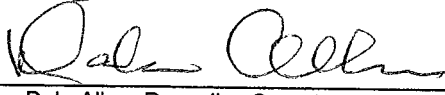
41,473.73

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 February 11, 2015.

Dated: February 11, 2015

  
Jerry J. Nottle, Chairman

  
Richard Phelan, Treasurer

  
Dale Allen, Recording Secretary