

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
FEBRUARY 12, 2020 4:30 pm REORGANIZATION MEETING

The Reorganization Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority was held on Wednesday, February 12, 2020 at 4:30 p.m. in its Administration Building, Lincoln Boulevard, Lincoln Park, New Jersey. Chairman Kerwin called the meeting to order at 4:33 p.m.

ROLL CALL:

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

ABSENT: Anthony Campisi

ALSO PRESENT:

Cleary Giacobbe:	John Napolitano, Victoria Leblein
Mott MacDonald:	John Scheri
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 mailing said notice and agenda to the following official newspapers:

THE PROGRESS
THE RECORD
HERALD NEWS
THE SUBURBAN TRENDS

OATH OF PUBLIC OFFICERS:

Chairman Kerwin turned the meeting over to Attorney John Napolitano to give the Oath of Office to Arthur J. Schmidt of Pequannock, Jerry J. Notte of Fairfield, and David A. Runfeldt of Lincoln Park, all reappointed for 5-year terms. The Board congratulated them on their reappointments.

REPORT OF NOMINATING COMMITTEE:

Chairman Kerwin called for the report from the Nominating Committee. Mr. Notte presented the nominations: Chairman: Robert A. Voorman; Vice Chairman: Arthur J. Schmidt; Treasurer: Jerry J. Notte; Secretary: David A. Runfeldt

Chairman Kerwin asked if there were any other nominations from the floor. There were none. A motion was made by Mr. Verdonik, seconded by Mr. Schmidt, and all in favor, to close nominations.

A motion was made by Mr. Phelan, seconded by Mr. Verdonik, and all in favor, to approve the slate of nominees as presented.

Appointed Officers:	Chairman – Robert A. Voorman/PRBRSA
	Vice Chairman – Arthur J. Schmidt/Pequannock
	Treasurer – Jerry J. Notte/Fairfield
	Secretary – David A. Runfeldt/Lincoln Park

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
FEBRUARY 12, 2020 4:30 pm REORGANIZATION MEETING

The appointees were congratulated by the Board and Mr. Voorman took over as Chairman. Mr. Voorman thanked the Board for the honor and privilege to act as Chairman.

APPOINTMENT OF COMMITTEES:

Chairman Voorman asked the members to review the committee list on the table and complete the Committee Preference form. He noted that he will have the Appointment of Committees at a subsequent meeting. He requested that Mr. Kerwin replace him in his current committee assignments until the new committee assignments are determined.

RESOLUTIONS FOR REORGANIZATION MEETING:

Mr. Robert Bongiovanni addressed the first three resolutions that pertain to the Reorganization Meeting. He noted that the fourth Reorganization Resolution #20-015, Interest Rate for Late Payment of Annual Charges, would be voted on separately after a brief discussion. On motion by Mr. Kerwin, seconded by Mr. Notte, and all in favor, Resolutions #20-012, Designation of Signatories for Disbursements, Resolution #20-013, Designated Official Newspapers, Resolution #20-014, Schedule of Meetings and Posting Procedures, were approved by the following vote:

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

RESOLUTION #20-012

Designation of Signatories for Disbursements


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:

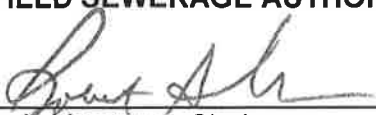
1. Chairman, Robert A. Voorman, and in his absence, Vice-Chairman, Arthur J. Schmidt
2. Treasurer, Jerry J. Notte, and in his absence, Secretary, David A. Runfeldt
3. Executive Director, Robert N. Bongiovanni, and in his absence, Secretary to the Board, Karen Napolitano

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

ATTEST:



David A. Runfeldt, Secretary
Dated: February 12, 2020


Robert A. Voorman, Chairman

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
FEBRUARY 12, 2020 4:30 pm REORGANIZATION MEETING

Signatories:

Robert A. Voorman, Chairman

Arthur J. Schmidt, Vice Chairman

Jerry J. Notte, Treasurer

David A. Runfeldt, Secretary

Robert N. Bongiovanni
Executive Director

Karen Napolitano
Secretary to the Board

RESOLUTION #20-013

Designation of Official Newspapers

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 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, NJ 07405
3. THE RECORD
1 Garret Mountain Plaza
P.O. Box 471
Woodland Park, NJ 07424
4. HERALD NEWS
1 Garret Mountain Plaza
P.O. Box 471
Woodland Park, NJ 07424

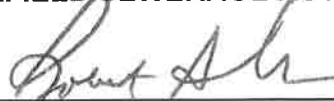
BE IT FURTHER RESOLVED, that the Secretary of the Authority is authorized and directed to submit any and all required publications to any of the above designated newspapers.

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

ATTEST:



David A. Runfeldt, Secretary



Robert A. Voorman, Chairman

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
FEBRUARY 12, 2020 4:30 pm REORGANIZATION MEETING

Dated: February 12, 2020

RESOLUTION #20-014

Schedule of Meetings and Posting Procedures

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 and to post on the official Authority website.

3. Said schedule shall be mailed, emailed, faxed or hand delivered by the Authority Secretary to the following official newspapers of the Authority:

- a. The Progress
- b. The Suburban Trends
- c. The Record
- d. Herald News

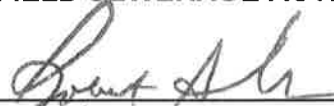
4. Said schedule shall be placed on file with the Authority Secretary and the Municipal Clerks of the Borough of Lincoln Park and the Townships of Fairfield and Pequannock and the offices of the PRBRSA.

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.

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

ATTEST:


Robert A. Voorman, Chairman

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
FEBRUARY 12, 2020 4:30 pm REORGANIZATION MEETING

David A. Runfeldt, Secretary
Dated: February 12, 2020

Mr. R. Bongiovanni noted that the Resolution #20-015, Interest Rate for Late Payment of Annual Charges indicates a 12% annual interest rate, as done in the past, but a provision has been added to allow Lincoln Park to pay its 2019 User Charge Adjustment over the remainder of the year at 0% interest rate, as long as it is paid in full by November 15, 2020. On motion by Mr. Phelan, seconded by Mr. Verdonik, Resolution #20-015 was approved by the following vote:

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

RESOLUTION #20-015

Interest Rate for Late Payment of Annual Charges

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 \$1,500.00 of any delinquent payment made by a Participant after the tenth (10th) 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 10th 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 13, 2019.

NOW, THEREFORE, Be It Resolved by the Pequannock, Lincoln Park and Fairfield Sewerage Authority that for the fiscal year 2020 the interest rate on any delinquent payments by the Participants received by the Authority after the 10th 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 be calculated in accordance with Section 9 of said Agreement from the original due date; and

BE IT FURTHER RESOLVED, that for the fiscal year 2020 the interest rate on any delinquent End of Year User Charge Adjustment payments by the Borough of Lincoln Park received by the Authority after the tenth (10th) calendar day following the date upon which it is due shall be zero percent (0%) per annum so long as the entire User Charge Adjustment Payment is received on or before November 15, 2020.


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:



David A. Runfeldt, Secretary
Dated: February 12, 2020


Robert A. Voorman, Chairman

REAPPOINTMENT OF PROFESSIONAL STAFF:

On motion by Mr. Verdonik, seconded by Mr. Phelan, Resolution #20-016, Reappointment of the Authority Engineer was approved by the following vote:

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

RESOLUTION #20-106

Authorizing Award of Contract for General Engineering Consulting Services

WHEREAS, there exists a need for General Engineering Consulting Services, including LSRP, IPP Management Services and GIS Services, for the Pequannock, Lincoln Park and Fairfield Sewerage Authority (hereinafter 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; and

WHEREAS, the Authority has received one (1) proposal from Mott MacDonald, LLC for these professional services; 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 January 15, 2020 proposal received from Mott MacDonald, LLC for the Authority's General Engineering Consulting Services is acceptable and Mott MacDonald is retained in accordance with its proposal, commencing on March 1, 2020 for a period of one (1) year, in an amount not to exceed \$62,700.00, plus any additional services required at the direction of the Authority, in accordance with the hourly rates set forth in the proposal, in an amount not to exceed \$50,000.00.

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 N.J.S.A. 19:44A-20.5 et seq.

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
FEBRUARY 12, 2020 4:30 pm REORGANIZATION MEETING

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

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

ATTEST:



David A. Runfeldt, Secretary
Dated: February 12, 2020


Robert A. Voorman, Chairman

On motion by Mr. Verdonik, seconded by Mr. Runfeldt, Resolution #20-017, Reappointment of the Authority Auditor was approved by the following vote:

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

RESOLUTION #20-017

Authorizing Award of Contract for Auditing Services

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 (N.J.S.A. 40A:11-5), a contract for professional services may be let without public advertising and bidding thereof; 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 firm of Wielkott & Company, LLC is retained in accordance with its proposal dated January 2, 2020 as Authority Auditor, commencing on March 1, 2020 for a period of one (1) year, in an amount not to exceed \$23,900.00 plus any additional services required in connection with NJEIT projects or GASB compliance at the direction of the Authority, in accordance with the hourly rates set forth in the proposal, in an amount not exceed \$10,000.00.

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 N.J.S.A. 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:

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
FEBRUARY 12, 2020 4:30 pm REORGANIZATION MEETING



David A. Runfeldt, Secretary
Dated: February 12, 2020


Robert A. Voorman, Chairman

On motion by Mr. Runfeldt, seconded by Mr. Phelan, Resolution #20-018, Reappointment of Authority Attorney, was approved by the following vote:

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

RESOLUTION #20-018

Authorizing Award of Contract for General Legal Services

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 (N.J.S.A. 40A:11-5) a contract for professional services may be let without public bidding thereof; and

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

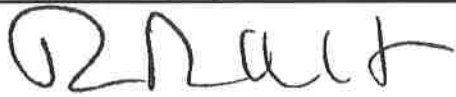
NOW, THEREFORE, Be It Resolved by the Pequannock, Lincoln Park and Fairfield Sewerage Authority, as follows:

1. The January 10, 2020 proposal of Cleary Giacobbe Alfieri Jacobs, LLC for General Legal Services is acceptable and the firm of Cleary Giacobbe Alfieri Jacobs, LLC is retained as Authority Attorney, in accordance with its proposal, commencing on March 1, 2020 for a period of one (1) year, in an amount not to exceed \$75,000.00.
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 N.J.S.A. 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:


Robert A. Voorman, Chairman



David A. Runfeldt, Secretary

Dated: February 12, 2020

MINUTES APPROVAL:

On motion by Mr. Notte, seconded by Mr. Schmidt, the Regular Meeting Minutes of January 8, 2020 were approved by the following vote:

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

ABSTAINED: RUNFELDT, PHELAN

ABSENT: CAMPISI

REPORTS OF COMMITTEES:

FINANCE:

Chairman Voorman presented the Treasurer's Report for the month of February (copy attached) along with the vouchers and the monthly financial reports for Mott MacDonald and Cleary Giacobbe. He recommended payment of the vouchers as presented.

PURCHASING and PERSONNEL:

Mr. Phelan presented the Personnel Actions for the month of February. On motion by Mr. Phelan, seconded by Mr. Verdonik, the 2020 Wage & Salary Guide was approved by the following vote:

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

ABSENT: CAMPISI

PLANT OPERATIONS:

Mr. Schmidt referred to the Operating Report on the table, noting that the flows are down a bit.

PLANNING and EXPANSION:

Mr. Notte had nothing to report.

CONSTRUCTION:

Mr. Verdonik noted the construction report on the table. Mr. DeGraw reported that the Authority is converting its old lease lines for alarms to cellular. The conversion is complete in eight locations. There is considerable savings and we expect to have much more reliability.

INSURANCE & LEGISLATIVE REVIEW:

Mr. Runfeldt had nothing to report.

LEGAL & PUBLIC RELATIONS:

Mr. Campisi was absent. Mr. Napolitano notes that 124 bills were signed at the last legislative session. He discussed a change to the debarment laws.

EXECUTIVE DIRECTOR'S REPORT:

Mr. Bongiovanni noted the 2020 Objectives List on the table and asked the Board Members to let him know if there were any comments or questions. Mr. Bongiovanni also reported that he

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
FEBRUARY 12, 2020 4:30 pm REORGANIZATION MEETING

plans to start the process of reviewing the service agreements and possibly changing the way the towns are billed and consolidating the agreements. He is recommending that the committee meet in early evening. He also noted the Board Member Contact List on the table. He requested that each Board Member review the list and to advise of any changes or preferred contact method.

ENGINEER'S REPORT:

Mr. Scheri distributed copies of the monthly Engineers Report and brought the members up-to-date on all on-going projects. Mr. DeGraw noted that the Odor Control Platform has been completed.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Mr. Runfeldt reported that Lincoln Park has met with Tom Bongiovanni to discuss the possibility of metering some of Lincoln Park's connections to TBSA. He will keep the Board posted as to the matter.

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:

None

RESOLUTIONS:

On motion by Mr. Verdonik, seconded by Mr. Runfeldt, Resolution #20-019, Renewal of Contract for Safety and Health Services and Resolution #20-020, Renewal of Special Legal Services Contract for Environmental Counsel, was approved by the following vote:

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

RESOLUTION #20-019

Authorizing Award of Contract for Safety and Health Training Services

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 (N.J.S.A. 40A:11-5) a contract for professional services may be let without public advertising and bidding thereof; and

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
FEBRUARY 12, 2020 4:30 pm REORGANIZATION MEETING

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 firm of Skyline Environmental, Inc. is retained in accordance with its proposal dated January 6, 2020 for Safety and Health Training and Safety Related Services, commencing on March 1, 2020 for a period of one (1) year in an amount not to exceed \$65,790.00 plus any additional services performed at the direction of the Authority, in accordance with the hourly rates set forth in the proposal, in an amount not to exceed \$10,000.00.

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 N.J.S.A. 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:



David A. Runfeldt, Secretary
Dated: February 12, 2020


Robert A. Voorman, Chairman

On motion by Mr. Schmidt, seconded by Mr. Verdonik, Resolution #20-0, Renewal of Special Legal Services Contract for Environmental Counsel, was approved by the following vote:

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

RESOLUTION #20-020

Authorizing Award of Contract for Special Legal Services for Environmental Counsel

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

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
FEBRUARY 12, 2020 4:30 pm REORGANIZATION MEETING

WHEREAS, pursuant to the Local Public Contract law (N.J.S.A. 40A:11-5) a contract for professional services may be let without public bidding thereof; 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 January 6, 2019 proposal of Maraziti Falcon, LLP for Special Legal Counsel is acceptable and the firm of Maraziti Falcon, LLP is retained in accordance with its proposal, commencing on March 1, 2020 for a period of one (1) year, in an amount not to exceed \$20,000.00.

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 pursuant to a Fair and Open Process in accordance with N.J.S.A. 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:



David A. Runfeldt, Secretary
Dated: February 12, 2020


Robert A. Voorman, Chairman

On motion by Mr. Notte, seconded by Mr. Runfeldt, Resolution #20-022, Authorize Award of Contract for Medium Voltage Transformer and Regulator Installation, was approved by the following vote:

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

RESOLUTION #20-021

Authorize Award of Contract for Medium Voltage Transformer and Regulator Installation

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage advertised for bids for the Installation of the Medium Voltage Transformer and Regulator, and received two bids on January 30, 2020;

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

1. The contract is hereby awarded to the following low bidder:

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
FEBRUARY 12, 2020 4:30 pm REORGANIZATION MEETING

Travis, Inc.
11 Merry Lane
East Hanover, NJ 07936

Total Bid Price: \$651,875.00

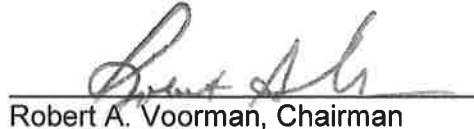
2. The Chairman is hereby authorized to proceed with a written contract with the successful bidder.

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

ATTEST:



David A. Runfeldt, Secretary
Dated: February 12, 2020


Robert A. Voorman, Chairman

On motion by Mr. Notte, seconded by Mr. Runfeldt, Resolution #20-022, Confirm Award of Contract for Electrical Energy Supply for JCP&L Pump Stations, was approved by the following vote:

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

ABSTAIN: VERDONIK

ABSENT: CAMPISI

RESOLUTION #20-022

Confirm Award of Contract for Electrical Energy Supply for JCP&L Pump Stations

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority ("Authority") received six bids on January 24, 2020 for the supply of electricity to the Authority's JCP&L pump stations; and

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

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

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

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

1. A 24-month contract is hereby awarded to Direct Energy Business beginning May 2020, in accordance with its bid and specifications, at the Fixed Price as follows:

Bid Group 6 JCPL GS/GS3 (Pump Stations) \$0.06756 /kwh

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
FEBRUARY 12, 2020 4:30 pm REORGANIZATION MEETING

2. The Authority is hereby authorized and directed to execute any and all documents necessary to effectuate the terms of this resolution.

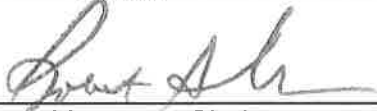
3. The Authority authorizes and ratifies all actions taken in furtherance of this resolution.

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

ATTEST:



David A. Runfeldt, Secretary
Dated: February 12, 2020


Robert A. Voorman, Chairman

On motion by Mr. Schmidt, seconded by Mr. Verdonik, Resolution #20-023, Authorize Continuation of Membership in North Jersey Wastewater Cooperative Pricing System, was approved by the following vote:

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

RESOLUTION #20-023

Authorize Continuation of Membership and Use of North Jersey Wastewater Cooperative Pricing System

WHEREAS, the Pequannock, Lincoln Park & Fairfield Sewerage Authority ("Authority"), desires to continue its membership in, and use of, the North Jersey Wastewater Cooperative Pricing System ("Pricing System"); and

WHEREAS, said membership shall be for a continuous period and membership shall be maintained unless the Authority elects to formally withdraw from the Pricing System;

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

1. The Authority authorizes continued membership in, and use of, the North Jersey Wastewater Cooperative Pricing System; and
2. Membership of the Authority in the Pricing System shall not obligate the Authority to purchase through the Pricing System; and
3. The Executive Director is hereby authorized and directed to continue the Authority's membership in, and use of, the North Jersey Wastewater Cooperative Pricing System, until notified of the Authority's desire to formally withdraw from same.

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

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
FEBRUARY 12, 2020 4:30 pm REORGANIZATION MEETING

ATTEST:



David A. Runfeldt, Secretary
Dated: February 12, 2020


Robert A. Voorman, Chairman

Resolution #20-024 will be voted on after Closed Session.

On motion by Mr. Verdonik, seconded by Mr. Phelan, Resolution #20-025, Approve Lincoln Park Excess Capacity Surcharge, was approved by the following vote:

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

RESOLUTION #20-025

Approve Lincoln Park Excess Capacity Surcharge

WHEREAS, the Borough of Lincoln Park is a member of the Pequannock, Lincoln Park and Fairfield Sewerage Authority ("Authority") and has an assigned Treatment Plant Capacity ("reserve capacity") of 1.35 mgd; and

WHEREAS, in the 2019 Fiscal Year, the Borough of Lincoln Park exceeded its reserve capacity by .02 mgd; and

WHEREAS, in the event an Authority member exceeds its reserve capacity in any Fiscal Year, the Treatment Plant Surcharge is to be calculated pursuant to Section 403(D) of the 1977 Service Agreement and Section 501(D) of the 1985 Service Agreement; and

WHEREAS, in accordance with the provisions of the Service Agreements, the total Treatment Plant Surcharge to be assessed to the Borough of Lincoln Park for Fiscal Year 2019 is \$6,259.00; and

WHEREAS, pursuant to Section 403(D) of the 1977 Service Agreement and Section 501(D) of the 1985 Service Agreement, the Authority shall credit all surcharges paid to the Annual Charges paid in the next year by the other members; and

WHEREAS, in accordance with the provisions of the Service Agreements, the credit to be assessed as a result of the Borough of Lincoln Park's Treatment Plant Surcharge is: \$2,341.00 to Fairfield, \$1,272.00 to Pequannock, and \$2,646.00 to Pequannock River Basin.

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 Treatment Plant Surcharge equation enumerated in Section 403(D) of the 1977 Service Agreement and Section 501(D) of the 1985 Service Agreement, the Borough of Lincoln Park shall be assessed a Treatment Plant Surcharge of \$6,259.00 for Fiscal Year 2019.

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
FEBRUARY 12, 2020 4:30 pm REORGANIZATION MEETING

2. The Authority finds that, in accordance with Section 403(D) of the 1977 Service Agreement and Section 501(D) of the 1985 Service Agreement, the following credits shall be authorized as a result of Lincoln Park's Treatment Plant Surcharge: \$2,341.00 to Fairfield, \$1,272.00 to Pequannock, and \$2,646.00 to Pequannock River Basin.

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

ATTEST:



David A. Runfeldt, Secretary
Dated: February 12, 2020


Robert A. Voorman, Chairman

On motion by Mr. Phelan, seconded by Mr. Runfeldt, Resolution #20-026, Payment of the Operating Vouchers, was approved by the following vote (copy attached):

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

On motion by Mr. Verdonik, seconded by Mr. Notte, Resolution #20-027, Payment of the Construction Vouchers, was approved by the following vote (copy attached):

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

On motion by Mr. Schmidt, seconded by Mr. Verdonik, and all in favor, Resolution #20-028, Closed Session was approved.

RESOLUTION #20-028

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) Security Matter

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
FEBRUARY 12, 2020 4:30 pm REORGANIZATION MEETING

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

ATTEST:



David A. Runfeldt, Secretary
Dated: February 12, 2020


Robert A. Voorman, Chairman

The meeting went into Closed Session at 5:00 p.m. and was reconvened to the public at 5:29 p.m.

On motion by Mr. Phelan, seconded by Mr. Runfeldt, Resolution #20-024, Authorize Contract for Special Legal Services for Cyber Security Matters, was approved by the following vote:

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

RESOLUTION #20-024

Authorize Special Legal Services Cyber Security Matters

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

WHEREAS, pursuant to the Local Public Contracts Law (N.J.S.A. 40A:11-5) a contract for professional services may be let without public advertising and bidding thereof; 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 firm of Goldberg Segalla is retained in accordance with its letter dated February 11, 2020 for Special Legal Services, commencing on February 12, 2020 for a period of one (1) year in an amount not to exceed \$15,000.
2. The Executive Director is authorized and directed to execute a contract in accordance with the terms of this resolution.
3. All work done in furtherance of this resolution is hereby ratified and approved.
4. Notice of this contract shall be published in one of the Official Authority Newspapers.


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

ATTEST:

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
FEBRUARY 12, 2020 4:30 pm REORGANIZATION MEETING



David A. Runfeldt, Secretary
Dated: February 12, 2020

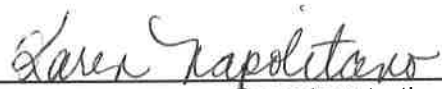

Robert A. Voorman, Chairman

ADJOURNMENT:

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 5:31 p.m.



David A. Runfeldt, Secretary
Dated: February 12, 2020


Karen Napolitano, Secretary to the Board

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY

TREASURER'S REPORT

Board Meeting 2/12/20

Period Ending January 31, 2020

ACCOUNT BALANCES:

OPERATIONS AND ADMINISTRATION

Revenue Account	\$10,763,379.03	
Operating Checking Account	112,954.72	
Payroll Checking Account	197,996.34	
Renewal & Replacement	<u>5,112,114.28</u>	\$16,186,444.37

CONSTRUCTION AND GENERAL

Construction Improvements	\$4,150,079.15	
General	<u>236,924.07</u>	<u>4,387,003.22</u>

TOTAL FUNDS JANUARY 31, 2020		<u><u>\$20,573,447.59</u></u>
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MONTHLY EXPENDITURES:

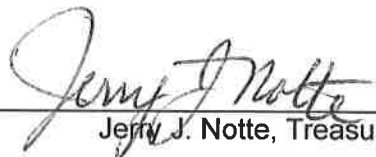
OPERATIONS AND ADMINISTRATION

Operating Bills	\$434,287.80 *	
Payroll - Salaries & Wages	173,212.62	
- Benefits	38,909.88 *	
- Taxes	<u>13,007.12</u>	\$659,417.42

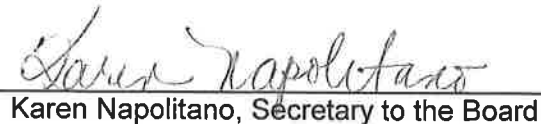
CONSTRUCTION		<u>118,514.29 *</u>
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TOTAL EXPENDITURES FOR JANUARY 2020		<u><u>\$777,931.71</u></u>
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* Amount shown has not been deducted from above account balances.



Jerry J. Notte, Treasurer



Karen Napolitano, Secretary to the Board

OPERATING
RESOLUTION #20-026

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 #20576 through #20654 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.

2020 BUDGET Payee	Ck#	Vou.#	Check Amt.	Description	Account
A E A		20576	5,408.00	Regular Member Dues	31.22
Accurate Pest Control, Inc.		20577	89.17	Pest Control/Jan'20	51.41
ADP, Inc (Louisville)		20578	1,183.70	Payroll Processing	31.38
American Express/RNB		20579	74.63	Renewal/Microsoft Office 365	31.22
American Express/RNB			336.00	Purchasing Seminar/RNB/KN (2/21)	31.24
American Wear		20580	1,893.28	Uniforms & Coveralls	51.43
Applied Analytics, Inc.		20581	2,023.12	#1 of 4 Calib. Flow Meter (1/15/20)	51.56
Borough of Lincoln Park Water & Sewer		20582	1,519.89	Two Bridges Rd (10/1-12/31/19)	51.14
BR Welding		20583	4,124.65	Replacement of Window in Solids Bldg.	61.10
BR Welding		20584	19,484.62	Intermediate Settling Tank Rehab Pymt#15	61.10
C.J. Vanderbeck and Son, Inc.		20585	385.00	Ser/Boiler Fail/Plant Boiler #2	51.33
Cain & Sons Fire Equipment, Inc.		20586	1,399.25	Ser/YrlyMaint/Fire Ext.	51.44
Chas. F. Connolly Dist. Co., Inc.		20587	3,255.50	Complete Pump Assembly/RAD Pump#7	51.31
Cintas First Aid & Safety		20588	336.46	Re-Stock First Aid Kits	51.44
Cleary Giacobbe Alfieri Jacobs, LLC		20589	2,250.50	General & Retainer/Dec'19	51.58
Constellation NewEnergy, Inc.		20590	43,630.89	Plant (12/20/19-1/20/20)	51.11
Constellation NewEnergy, Inc.			4,175.55	Pumpstations (12/5/19-1/13/20)	51.12
Costello's Hardware		20591	13.40	Hose Clamps/Shop Supplies	51.31
Cummins Power Systems, LLC		20592	1,649.00	PM Serv/Generator/Plant UV	51.33
Daskal LLC.		20593	85,152.20	Contract 2018-2-Deepavaal Roof Replacement	61.10
Engineered Solutions Corp.		20594	89.95	Monthly Domain Name/Reflexion N/C	51.52
Engineered Solutions Corp.			100.00	Monthly Off Site Backup Storage N/C	51.52
Engineered Solutions Corp.			375.00	Cybersecurity	51.52
Engineered Solutions Corp.			587.50	Computer Support /Operations	51.52
Engineered Solutions Corp.			350.00	Instrumentation Troubleshooting	51.56
Engineered Solutions Corp.			1,775.00	Computer Support/Gates/SCADA/UASI	61.10
Engineered Solutions Corp.			2,202.50	Network Extension/Collection System	61.10
Environmental Resource Assoc.		20595	116.72	Lab Supplies	51.42
Environmental Resource Assoc.		20596	661.88	Qtrly Lab Samples/1 of 4	51.65
F.W. Webb Company		20597	903.72	Ass't'd Piping/Shop Supplies	51.31
Fairfield Maintenance Inc.		20598	295.00	Monthly UST Inspection/Dec'19	51.65
Fairfield Maintenance Inc.		20599	298.00	Monthly UST Inspection/Jan'20	51.65
Ferraioli, Wielkotz, Cerullo & Cuva, P.A.		20600	300.00	Ser/Nov'19 Mtg Funds Investment	51.57
Finch Fuel Oil Co. Inc.		20601	12,651.54	Fuel Oil/Plant (1/14)	51.13
Fisher Scientific		20602	3,544.71	Lab Supplies	51.42
Grainger, Inc.		20603	3,169.27	Parts & Tools/Shop Supplies	51.31
Grainger, Inc.			31.00	Oil/Shop Supplies	51.34
Grainger, Inc.			326.32	Sanitizer/Trash Bags/Operations	51.41
Grainger, Inc.			653.63	Body Belts/Calibration Gas/Safety Supplies	51.44
Home Depot		20604	110.92	Utility Fan/Heater/Operations	51.31
Industrial Controls Distributors		20605	115.25	Temperature Sensor/Switchgear Bldg	51.31
JAD Corporation of America		20606	275.00	Floor Cleaner/Operations	51.41
JDA Contracting		20607	2,370.00	Excavate 6" Drain Line/Headworks Area	51.33
Jersey Central Power&Light		20608	14,379.84	Plant	51.11
Jersey Central Power&Light			5,897.95	Pumpstations	51.12
Kaman Automation, Inc.		20609	1,007.39	Signal Multiplier/Pressure Filter	51.31
Loraine Tuohey		20610	700.00	Retiree Health Benefits Feb'20	21.12R
Maresca Lumber		20611	71.00	Plywood/Shop Supplies	51.31
McMaster-Carr Supply Co.		20612	3,011.95	Parts & Tools/Shop Supplies	51.31
Michael E. Solla		20613	700.00	Retiree Health Benefits Feb'20	21.12R
Mott MacDonald Group, Inc.		20614	938.73	Storm System Cleaning	51.53
Mott MacDonald Group, Inc.			1,247.18	Operations	51.53
Mott MacDonald Group, Inc.			1,592.64	Jockey Pump/CPS	51.53
Mott MacDonald Group, Inc.			1,750.00	Gen'l Consulting/Jan'20	51.53
Mott MacDonald Group, Inc.			2,498.38	Grit Pump Rm Gravity Drain/Headworks	51.53
Mott MacDonald Group, Inc.		20615	1,749.36	IPP Services/Dec'19-Jan'20	51.63
Mott MacDonald Group, Inc.		20616	2,535.36	SPCC Plans	51.63
Mott MacDonald Group, Inc.		20617	2,908.19	Permit Assistance	51.63
Mott MacDonald Group, Inc.		20618	4,641.90	Unit Substations	61.10
Mott MacDonald Group, Inc.		20619	12,584.43	Deepavaal Roof Replacement	61.10

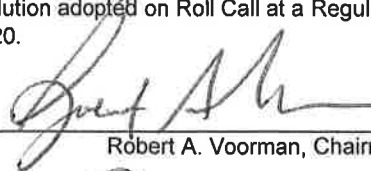
New Jersey Manufacturer's Ins. Co.	20620	6,771.00	W. Comp/Pym't #2 of 11	51.48
NJWEA, Registrar	20621	46.00	Workshop Registration/2 Employees	31.24
North East Technical Sales, Inc.	20622	938.73	LEL Sensors/Air Monitor Meters	51.44
North Jersey Pump & Controls, LLC	20623	441.00	Troubleshoot High Pump Relay/JPS	51.32
One Call Concepts	20624	59.62	One Call Messages/Dec'19	51.62
Optimum (Cablevision)	20625	180.68	Internet Service 1/6-2/15/20	31.35
Parker Publications	20626	179.97	Legal Notices	31.32
Passaic Valley Sewerage Commission	20627	39,376.00	Liquid Sludge 1/1-1/31/20	51.55D
PSE&G	20628	798.55	Jane/Fairfield Roads	51.12
PSE&G	20629	950.73	Glenroy Road	51.12
Pumping Services, Inc.	20630	2,750.00	Repl/HMI Touch Screen/Operating Ctrls/PS'	51.31
Pumping Services, Inc.	20631	1,470.00	Serv/Reprogram Touchscreen/DPS/SPS	51.32
R&D Trucking	20632	22,256.00	Sludge Removal 1/2-1/31/2020	51.55H
Rachles/Michele's Oil Company	20633	1,736.34	No Lead Regular Gas	51.34
Rutgers, The State University of NJ	20634	460.00	Math Refresher/2 Employees (2/12)	31.24
Safety Gear Pro, Inc.	20635	77.94	Safety Rx Eyewear	51.44
Seton Identification Products	20636	256.19	Safety Supplies	51.44
Skyline Environmental, Inc.	20637	5,868.75	Health & Safety Training	51.44
State of NJ/Pensions & Benefits/SHBP	20638	46,377.30	Health & Dental Benefits	21.12
Syna-Flow Technologies	20639	1,935.00	Ser/Bi-Annual/ML Blowers	51.33
TBSA/Karen Napolitano	20640	124.99	Coffee Maker/Admin	31.31
TBSA/Karen Napolitano		169.94	Admin & Board Mtg Supplies	31.33
Tessco Technologies	20641	1,601.78	Parts/Lease Line Equipment	61.10
Travis, Inc.	20642	23,943.36	Contract 2018-1-Unit Substation Maint.	61.10
Turtle & Hughes	20643	369.33	Angle Boxes/Receptacles/Shop Supplies	51.31
USA Blue Book	20644	124.95	Flex Saddle/Pressure Filter Air Release	51.31
USA Blue Book		292.46	Lab Supplies	51.42
USALCO Baltimore Plant, LLC	20645	6,112.05	Polyaluminum Chloride	51.25
Verizon	20646	810.78	Telephone 12/28-2/27/20	31.35
Verizon		2,798.98	Lease Lines 1/13-2/12/20	31.37
Verizon Wireless	20647	345.17	Modems (Dec-Jan)	31.37
W. B. Mason Co., Inc.	20648	596.45	Office Supplies	31.33
Waste Mgmt. of New Jersey, Inc.	20649	3,293.19	8-Yard/10-Yard Dumpsters (Dec-Feb)	51.51
Wayne Auto Supply	20650	8.91	Trans Oil/Shop Supplies	51.31
Wayne Electrical Supply Company	20651	1,196.09	Parts/Shop Supplies	51.31
Wayne Electrical Supply Company		1,137.50	UPS/DPS	51.52
Wayne Electrical Supply Company		810.00	Street Light Head/UASI	61.10
William Murphy	20652	700.00	Retiree Health Benefits Feb'20	21.12R
Willis of New Jersey, Inc.	20653	34,225.10	Renew/Package/Auto Pymt #1	51.48
Xylem Dewatering Solutions/Godwin	20654	1,172.25	Flange Adapter/DPS Emer.Pumping	51.31

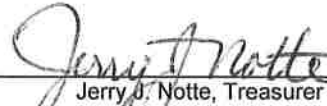
2020 BUDGET TOTAL

480,665.10

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 12, 2020.

Dated: February 12, 2020


Robert A. Voorman, Chairman


Jerry J. Notte, Treasurer


Karen Napolitano, Secretary to the Board

CONSTRUCTION
RESOLUTION #20-027

BE IT RESOLVED, by The Pequannock, Lincoln Park and Fairfield Sewerage Authority, that the bills on the list annexed hereto and made a part hereof be approved for payment and that after Voucher #996 through #1002 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.

2020 BUDGET Payee	Ck#	Vou.#	Check Amt.	Description	Account
BR Welding		996	47,223.26	Odor Control Platform & Stairs/Headworks	84.24
Cleary Giacobbe Alfieri Jacobs, LLC		997	536.50	Plant Improvements/Dec'19	84.41
Engineered Solutions Corp.		998	17,993.50	Project #1 Completion/Headworks	84.23
Kievit Concrete & Masonary, LLC		999	29,800.00	Repair/Grit Structure Stairwell/Headworks	84.24
Mott MacDonald Group, Inc.		1000	4,606.11	Future Plant Improvement/Nitrate Study	82.30
Mott MacDonald Group, Inc.		1001	866.08	TBSA Site Restoration	84.23
Mott MacDonald Group, Inc.		1002	1,397.64	Odor Control Platform	84.23
Mott MacDonald Group, Inc.			16,091.20	Proj. #1 Closeout Tasks/Eng.Support	84.23

2020 BUDGET TOTAL

118,514.29

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 12, 2020.

Dated: February 12, 2020


Robert A. Voorman, Chairman


Jerry J. Notte, Treasurer


Karen Napolitano, Secretary to the Board