The Regular Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority was held on Wednesday, July 8, 2015 at 6:00 p.m. in its Administration Building, Lincoln Boulevard, Lincoln Park, New Jersey. Vice Chairman Voorman called the meeting to order at 6:02 p.m.

ROLL CALL:

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

ABSENT: David Runfeldt, Jerry Notte (excused)

Also Present:

Cleary Giacobbe Alfieri Jacobs: Mitchell Jacobs

Hatch Mott MacDonald: John Scheri Black & Veatch: Stephen Hydro

TBSA: Robert N. Bongiovanni

Michael E. Solla Karen Napolitano

OPEN MEETING STATEMENT:

The following statement was read:

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 minutes of the meeting of June 10, 2015 were approved by the following vote:

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

ABSENT: RUNFELDT, NOTTE

REPORTS OF COMMITTEES:

FINANCE:

Mr. Voorman presented the Treasurer's Report for the month of July (copy attached), along with the vouchers and the monthly financial reports for Hatch Mott MacDonald and Cleary Giacobbe Alfieri Jacobs. He recommended the payment of bills as presented.

At this time, Vice Chairman Voorman moved the agenda to approval of the voucher resolutions.

RESOLUTIONS:

On motion by Mr. Voorman, seconded by Mr. Phelan, Resolution #15-039, Operating Vouchers Approval, was approved by the following vote (copy attached):

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

ABSENT: RUNFELDT, NOTTE

On motion by Mr. Phelan, seconded by Mr. Verdonik, Resolution #15-040, Construction Vouchers Approval, was approved by the following vote (copy attached):

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

ABSENT: RUNFEDLT, NOTTE

Mr. Jacobs arrived at 6:08 p.m.

The meeting returned to the regular agenda format.

PURCHASING & PERSONNEL:

There were no personnel actions for the month of July.

Mr. Phelan presented the updated Purchasing Policy which was revised to be consistent with recent rule changes. On motion by Mr. Phelan, seconded by Mr. Kerwin, the revised policy was approved by the following vote:

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

ABSENT: RUNFELDT, NOTTE

Mr. Scheri arrived at 6:10 p.m.

PLANT OPERATIONS:

Mr. Schmidt noted the Operations Report on the table.

PLANNING & EXPANSION:

Mr. Kerwin had nothing to report.

CONSTRUCTION:

Mr. Verdonik noted the construction meeting minutes and project reports on the table. He deferred to Mr. Hydro for a discussion on the progress of Project 1. Mr. Hydro introduced himself, noting that he would be replacing the retired Bob Rectanus on the project. He discussed the slow start on Project 1 and what was being done to rectify the situation. There was a meeting yesterday with Worth and Company to reaffirm its commitment and discuss interim deadlines for submittals. Worth submitted an updated schedule yesterday. Mr. Solla noted that a letter was sent to Worth cancelling the scheduled construction meeting on June 30 due to lack of progress. Worth responded immediately and a special meeting was scheduled for yesterday. The next construction meeting is scheduled for July 28 and the Authority expects to see progress on the project. Mr. Bongiovanni noted that the meeting with Worth went well and an action plan is expected from Worth on Friday. He felt that the contractor is being responsive to the Authority's concerns. With regard to the asbestos removal, plans and pricing should be received in a few days. After DEP notification and a 10-day wait period, demolition of the oxygen building can begin.

Mr. Scheri reported on the status of Project 2, noting that HMM is reviewing contractor submittals and that the project is progressing on schedule. Mr. Solla confirmed with the contractor that the equipment being stored on DeMaio's property is properly insured.

Mr. Hydro left the meeting at 6:21 p.m.

INSURANCE AND LEGISLATIVE REVIEW:

Mr. Runfeldt was absent. At this time, Mr. Bongiovanni introduced Mr. Jacobs, who will be attending the Board Meetings as a substitute for Mr. Napolitano. Mr. Napolitano will continue to be the lead attorney for the Authority but is unable to attend the meetings due to a scheduling conflict. Mr. Jacobs updated the Board on pending legislation. There is currently a bill ready to be signed by the governor involving the NJEIT financing requirements, increasing the term to 30 years from the current 20 and also making it easier to apply for short-term credit. Another bill which is only about 25% progressed will require Authorities to meter for sewer usage. Another bill, S72, is pending, which would require a 2% hard cap on Authority budgets. At this time there is no movement on the bill. A final pending bill will require all local units to release names of all bidders once more than three bidders have requested the bid packages, enabling subcontractors to bid on proposals.

LEGAL & PUBLIC RELATIONS:

Mr. Campisi had nothing to report.

EXECUTIVE DIRECTOR'S REPORT:

Mr. Bongiovanni discussed the Two Bridges Road Bridge Project. He explained that the Authority has two force mains that will be impacted by the project. The Authority contacted Passaic County and was informed that there is no funding allowance in the project financing to remedy the problem, leaving the Authority to do the work at an approximate cost of \$600,000. No immediate decision has to be made but the Authority is researching its options.

ASSISTANT EXECUTIVE DIRECTOR'S REPORT:

Mr. Solla noted that the Authority received the \$250,000 Hazard Mitigation Grant and the Authority is working with the NJEIT to be sure the grant flows through the fund correctly. He also discussed the Authority's purchase of dimminutors to replace the Muffin Monsters that are failing. Ernie DeGraw, Nick Stein and Rick Walter recently visited Ocean County MUA which utilizes the dimminutors. The Authority plans on purchasing one now for the Central Pump Station with an option to purchase a second. The next item discussed was the result of the Authority's final bioassy test. As this was the first time the Authority failed the test, Hatch Mott is reviewing the results and test procedures. Mr. Solla also mentioned that representatives from Butler, which is part of PRBRSA, are taking a tour of the facility on July 17.

At this time, Mr. Solla asked the Board to remember Ronald Carr, a former Board Member and Chairman of the Authority, who passed away on July 6. Mr. Carr served the Authority for 15 years.

ENGINEER'S REPORT:

Mr. Scheri, distributed copies of the monthly Engineers Report and brought the members up-to-date on all on-going projects. A discussion ensued concerning the course of action with regard to the underground storage tank remediation. As there has been no improvement in the groundwater contamination concentration, further action is necessary. The most extensive option would be to remove all the soil, but the cost could be in excess of \$250,000. In addition, the Authority would still be required to have a permit and be monitored until testing demonstrated a downward trend. Other options include vapor extraction costing approximately \$6,000 or chemical injection, for which the cost and success rate is not readily available. Mr. Scheri also discussed DEP draft regulations proposing a new class of licenses to operate underground storage tanks. In light of this, the Authority may want to consider removing the existing tanks from the ground. Mr. Solla noted that the Authority has discussed putting the oil tank in the solids disposal building which is no longer being used. It may also be

that taking the tanks out of the ground qualifies as flood resiliency and potential funding may be available.

Mr. Phelan left the meeting at 6:50 p.m.

UNFINISHED BUSINESS:

None

NEW BUSINESS: Preliminary FY 2016 Budget

Mr. Bongiovanni referred to the Budget Notes and Highlights emailed to the Board, as well as the Budget Packet on the table. He noted that the discussion regarding the change in Debt Service would be held in closed session. Mr. Bongiovanni reviewed the budget approval and adoption schedule, noting that the DCA Budget and Capital Budget will be presented at the end of August. Final adoption should be in November. He noted that the flow estimates are based on currently budgeted flows. Further study will be done on flows and adjustments may be made for budget purposes. Mr. Bongiovanni discussed the significant current decrease in debt service and also the future increase in debt service needed to address further plant improvements and increase plant capacity to 9.639mgd from the current 7.5mgd.

At this time, on motion by Mr. Schmidt, seconded by Mr. Kerwin and all in favor, Resolution #15-041 Closed Session was approved.

RESOLUTION #15-041

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) Construction Progress
 - b) Draft FY 2016 DCA Budget
- 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.

ATTEST:

Jerry J. Notte, Chairman

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY

Raymond T. Kerwin, Secretary

Dated: July 8, 2015

The public portion of the meeting was adjourned at 7:10 p.m. to go into Closed Session.

The meeting was reconvened to the public at 7:40 p.m.

CORRESPONDENCE:

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

PUBLIC DISCUSSION:

No public was present.

CHANGE ORDERS:

None

On motion by Mr. Schmidt, seconded by Mr. Campisi and all in favor and there being no further business to come before the Authority, the meeting was adjourned at 7:41 p.m.

Raymond T. Kerwin, Secretary

Dated: July 8, 2015

Karen Napolitano, Recording Secretary

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY

TREASURER'S REPORT

Board Meeting 7/8/15

Period Ending June 30, 2015

ACCOUNT BALANCES:

OPERATIONS AND ADMII Operating Checking Acc	Account	\$20,494.19 \$208,322.17	
Revenue Accounts -	TD Bank NJ Cash Management Fund	\$7,479,436.55 \$0.00	\$7,708,252.91
CONSTRUCTION General Renewal & Replacem	-	\$276,924.07 \$3,035,422.13	ψ1,700,202.51

Construction Improvements \$730,120.56 \$4,042,466.76 TOTAL FUNDS JUNE 30, 2015

\$11,750,719.67

MONTHLY EXPENDITURES:

OPERATIONS AND ADMINISTRATION

Operating - Bills, Benefits, etc. \$295,953.91 * Payroll - Salaries & Wages (net) \$93,876.81 ** - Taxes \$49,873.57 **

- 3rd Party Payments \$22,027.23 ** \$461,731.52

CONSTRUCTION **TOTAL EXPENDITURES FOR JUNE 2015**

\$134,157.21 * \$595,888.73

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

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

Richard Phelan, Treasurer

OPERATING

RESOLUTION #15-039

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 #16468 through #16555 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#
A M. Charteston Co.		10100			
A.W. Chesterton Co.		16468	I .	Pump Packing/Sludge Transfer Pumps	a51.31
Accurate Pest Control, Inc.		16469	L.	Pest Control/Jun'15	a51.41
ADP, Inc (Louisville)		16470		Payroll Processing Chrg	a31.38
Alan G. Cruse, Inc.]	16471	1	Mulch	a51.54
American Aquatic Testing, Inc.	1	16472		Ammonia Analysis/Bioassay Testing	a51.65
American Express/RNB		16473		EZ Pass/Business Expenses	a31.21
American Express/RNB				Credit/Annual Membership Fee	a31.22
American Express/RNB		1	1	NJBIA Seminar/K.Napolitano/D.Tresca	a31.24
AP/Certified Testing		16474)	Field Test/Backflow Preventor/Plant&PS'	a51.65
Aqua Pro-Tech Laboratories		16475		Chemical Analysis/Rec'd 4/28-5/27/15	a51.65
Bendlin, Inc.		16476		Stuffing Box Cover/MakeUp Pump#1	a51.31
Borough of Lincoln Park Water		16477		Two Bridge Rd (4/1-6/30/15)	a51.14
C & H Distributors, LLC		16478		Pallets/Lamps/Shop Supplies	a51.31
Cablevision		16479		Internet Service 6/16-7/15/15	a31.35
Champion Uniform Supply, Inc.		16480		Uniforms	a51.43
Clark Transmission Co.		16481		V-Belts/Shop Supplies	a51.31
Cleary Giacobbe Alfieri & Jacobs LLC		16482		Ser/Gen'l & Retainer thru May'15	a51.58
Complete Hydraulic Works, Inc.		16483		Rpr/Pneumatic Cylinders/PF#2	a51.33
Costco Wholesale		16484		Membership Renewal	a31.22
CY Drake Locksmiths, Inc. Electronic Drives and Controls		16485		Keys/Shop Supplies	a51.31
Engineered Solutions Corp.		16486		Set Up VFD/Effluent Pump#1	a51.32
		16487		Comp Supp/Operations	a51.52
Engineered Solutions Corp. Engineered Solutions Corp.				Inst TS/Engrg	a51.56
Environmental Resource Assoc.		16488		Thickened Sludge Flow/Scavenger Tank	a61.20
Environmental Resource Assoc.		10400		Lab Supplies	a51.42
FedEx		16489		E.Coli Certification Postage	a51.62
Finch Fuel Oil Co. Inc.		16490		Fuel Oil/DPS & SPS	a31.34
Fisher Scientific		16491		Lab Supplies	a51.13
General Carbon Corp.		16492		Carbon Change Out/PS'	a51.42 a61.10
GenServe Inc.		16493		Ser/ATS PM/PS'	a51.33
Grainger, Inc.		16494		Plant Supplies	a51.33
Grainger, Inc.		10,10,1		Pts/SCADA Thickener	a51.31s
Grainger, Inc.				Hand Sanitizer	a51.315
Grainger, Inc.				UPS/M15	a51.52
Grainger, Inc.		İ		Sprinkler Heads	a51.54
Hach Company		16495		Maintainence Agreement/UVT Probe	a51.56
Hatch Mott MacDonald		16496		Gen'l Consulting/Mar & Jun'15	a51.53
Hatch Mott MacDonald	1	16497		NJPDES Draft	a51.63
Hatch Mott MacDonald		16498		Groundwater LSRP Service	a51.63
Interstate Waste Services		16499		Service/May'15	a51.51
Jersey Central Power&Light		16500	62,785.02		a51.11
Jersey Central Power&Light	i		4,634.92		a51.12
Maraziti Falcon, LLP	1	16501		NJPDES Permit	a51.68
McMaster-Carr Supply Co.	İ	16502		Shop Supplies & Tools	a51.31
Municipal Maintenance Co. Inc.		16503		Remove/Repair/Install/Pump#3/SPS	a61.10
Municipal Maintenance Co. Inc.		16504		Install/DBS Drive/Thickener#1	a61.10
New Jersey Manufacturers Ins. Co.	1	16505		W.Comp/Pym't #6 of 11	a51.48
NJDEP/Annual Site Remediation LSRP		16506		Permit Fees	a51.62
NJWEA, Registrar		16507		Regist/Mini-Workshop/3 Employees	a31.24
One Call Concepts		16508		One Call Messages/May'15	a51.62

Partners for Women in Justice	16509		ation/R.Powell/Sussmann	a31.36
Passaic Valley Sewerage Commission Power Place	16510	35,100.00 Liquid Sludge		a51.55D
	16511	65.92 Pts/Landscap		a51.54
Precision Electric Motor Works, Inc.	16512		Pump/Shop Supplies	a51.31
PSE&G PSE&G	16513	672.90 PS/Jane Rd.		a51.12
	16514	2,323.93 PS/Fairfield R		a51.12
R&D Trucking, Inc.	16515	22,185.00 Sludge Remov		a51.55H
Recchia Landscaping, Inc.	16516	1,376.43 Lawn Mainten		a51.54
Selective Insurance	16517	1,692.00 Renewal/Floor		a51.48
Semel's Embroidery, Inc.	16518	800.70 Shirts/Employ		a51.43
Skyline Environmental, Inc.	16519	5,975.00 Health & Safe		a51.64
State of NJ/Pensions & Benefits(Dental)	16520	2,036.17 Dental Insurar		a21.12
State of NJ/Pensions & Benefits(Health)	40504	49,570.64 Health Benefit		a21.12
TBSA/Donna Peteja	16521	79.99 Steel Toe Safe		a51.43
TBSA/Ernest DeGraw	16522	9.00 Tolls/Ocean C		a31.21
TBSA/Ernest DeGraw		21.18 Breakfast (3)/0		a31.21
TBSA/Ernest DeGraw	40500	123.63 Mileage/Ocea		a31.21
TBSA/Gerald DeBonte	16523	94.99 Steel Toe Safe		a51.43
TBSA/Greg Daly	16524	119.99 Steel Toe Safe	•	a51.43
TBSA/James Amos	16525	74.98 Steel Toe Safe		a51.43
TBSA/Jason Tillery	16526	125.00 Steel Toe Safe	•	a51.43
TBSA/Jerry Notte	16527	6.00 Meals/NJWEA		a31.21
TBSA/Jerry Notte		41.47 Misc/NJWEA		a31.21
TBSA/Jerry Notte		146.36 Hotel/NJWEA		a31.21
TBSA/Jerry Notte	40500	154.10 Mileage/NJWE		a31.21
TBSA/Joseph Selvaggi	16528	59.76 Steel Toe Safe		a51.43
TBSA/Karen Napolitano	16529	95.70 Mileage/AEA H		a31.21
TBSA/Karen Napolitano	40500	145.25 Admin & Board		a31.33
TBSA/Michael DiMaio	16530	115.00 Steel Toe Safe		a51.43
TBSA/Michael E.Solla	16531	122.14 Cell Phone (4/2		a31.35
TBSA/Nicholas Stein	16532	151.00 Hi-Voltage Saf		a51.43
TBSA/Peter Squirlock	16533	124.99 Steel Toe Safe		a51.43
TBSA/Petty Cash	16534	49.60 Reimburse (6/		a31.36
TBSA/Petty Cash	16525	89.14 Food/Board Mt		a31.36
TBSA/Richard Eickhoff TBSA/Richard Walter	16535 16536	125.00 Steel Toe Safe		a51.43
TBSA/Robert Villanova	16537	194.99 Hi-Voltage Safe		a51.43
TBSA/Roger Schuch	16538	93.74 Steel Toe Safe 125.00 Steel Toe Safe		a51.43
TBSA/Thomas Vander Ploeg	16539	125.00 Steel Toe Safe		a51.43
TBSA/William Murphy	16540	101.29 Steel Toe Safe		a51.43 a51.43
TBSA/William VanHouten	16541	125.00 Steel Toe Safe		1
The Home Depot	16542	310.53 Shop Supplies		a51.43 a51.31
The Home Depot	10042	117.71 Lawn Supplies		a51.51
Township of Fairfield	16543	597.00 PS' (4/1-7/1/15		a51.14
United Equip. & Fabricators	16544	206.43 Steel U-Channe		a51.14
United Equip. & Fabricators	10011	1,680.00 Modify Feet/Alu		a51.31
UPS	16545	31.36 Shipping Service		a31.34
Vac Shack, Inc.	16546	22.99 Vacuum Bags	SC	a51.41
VanGuard Cleaning Systems	16547	646.00 Cleaning Service	ce/Jun & Jul'15	a51.41
Verizon	16548	582.62 Telephones 6/1		a31.35
Verizon		2,025.80 Telephones 6/1		a31.37
Verner-Cadby Ford	16549		Truck & Brakes/Explorer	a51.36
W. B. Mason Co., Inc.	16550	330.29 Office Supplies		a31.33
W. B. Mason Co., Inc.		21.44 Cleaner		a51.41
Wallington Plumbing & Heating Supply	16551	123.55 Shop Supplies		a51.31
Wallington Plumbing & Heating Supply		275.18 Pts/Laundry Tu	b/Faucet/Sink/1st Bldg	a51.41
Wayne Electrical Supply Company	16552	580.71 Pts/Shop Suppl		a51.31
Willis of New Jersey, Inc.	16553	1,530.00 Renewal Polluti		a51.48
Wizard Printing	16554	96.50 Envelopes	•	a31.33
Zee Medical, Inc.	16555	648.55 Re-Stock 1st A	id Kits	a51.44
,	1			1001.77

IT IS HEREBY CERTIFIED, this is a true and requannock, Lincoln Park and Fairfield Sewerage	correct copy of a Resolution adopted on Roll Call at a Regular Meeting of the e Authority held on באון פוען. 10, 2015.
	- Sout Ah for
Dated: July 8, 2015	Jerry J. Notte, Chairman
	Richard Phelan, Treasurer
	Karen Napolitano, Recording Secretary

CONSTRUCTION FUND

RESOLUTION #15-040

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 #0688 through #0692 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 Corporation Cleary Giacobbe Alfieri & Jacobs LLC Hatch Mott MacDonald Hawkins, Delafield & Wood Worth and Company, Inc.		0688 0689 0690 0691 0692	499.50 14,283.12 35,559.08	Project#1/Construction Phase Plant Improvements/May'15 Project #2/PS Construction Ser/NJEIT Funding WWTP Improvements/Pymt Estimate #2	a84.23 a84.41 a84.33 a84.44 a84.24

TOTAL 2015 BUDGET

134,157.21

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 July 8, 2015.

Dated: July 8, 2015

Jerry J. Notte, Chairman

Richard Phelan, Treasurer

Karen Napolitano, Recording Secretary