

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
JUNE 10, 2015 **6:00 pm** **REGULAR MEETING**

The Regular Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority was held on Wednesday, June 10, 2015 at 6:00 p.m. in its Administration Building, Lincoln Boulevard, Lincoln Park, New Jersey. Chairman Notte called the meeting to order at 6:02 p.m.

ROLL CALL:

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

ABSENT: Arthur Schmidt (*arrived at 6:13 p.m.*)

Also Present:

Cleary Giacobbe Alfieri Jacobs: John Napolitano

Hatch Mott MacDonald: John Scheri

Kevin O'Brien

TBSA: Robert N. Bongiovanni

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 May 6, 2015, were approved by the following vote:

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

ABSTAIN: RUNFELDT

ABSENT: SCHMIDT

REPORTS OF COMMITTEES:

FINANCE:

Mr. Voorman presented the Treasurer's Report for the month of June (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.

PURCHASING & PERSONNEL:

Mr. Phelan presented the Personnel Actions for June.

On motion by Mr. Phelan, seconded by Mr. Kerwin the Personnel Actions were approved by the following vote:

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

ABSENT: SCHMIDT

PLANT OPERATIONS:

Mr. Schmidt was not present at this time. Mr. Bongiovanni referred to the Energy Curtailment report on the table and noted that the Authority recently received \$18,000 and has always done well with the energy curtailment program. He advised that due partly to the discontinuation of incineration, the program may not be as lucrative in the future.

PLANNING & EXPANSION:

Mr. Kerwin had nothing to report.

CONSTRUCTION:

Mr. Verdonik noted the construction meeting minutes and project reports on the table. He referred to Kevin O'Brien for a discussion on the progress of Project 1. Mr. O'Brien noted that Worth and Company, Inc. is behind in its submittals, but the issue has been addressed and hopefully going forward this will not be a problem. Worth provided a new construction schedule at the June 2nd meeting. Mr. Scheri discussed the need for asbestos testing in the oxygen building, generator and primary substation at a cost of approximately \$12,000.00. He noted that the demolition of the oxygen building cannot be done until this survey is performed so it is imperative that it be done quickly. He reported that in the case of the existence of asbestos, the remediation process is not extensive.

INSURANCE AND LEGISLATIVE REVIEW:

Mr. Runfeldt had nothing to report. Mr. Napolitano mentioned that AEA is continuing to monitor bill S72 which would require a 2% hard cap on Authority budgets. At this time there is no movement on the bill. Another Senate bill pending deals with the reclassification of sewage sludge to a non-hazardous material, which will benefit Authorities.

LEGAL & PUBLIC RELATIONS:

Mr. Campisi had nothing to report.

EXECUTIVE DIRECTOR'S REPORT:

1. NJPDES Discharge Permit

As previously reported, we attempted to get correction/clarification on 5 inconsistent permit items, without having to initiate a formal permit appeal action. The DEP has denied our request for an extension of time for this purpose, by their letter of May 13th. As a result, on May 15th we have filed a Request for an Adjudicatory Hearing.

While we are addressing 5 items on the recently issued final discharge permit, the DEP has conducted a stakeholders meeting on three (3) proposed revisions to the NJ Surface Water Quality Standards. An initial review of one of the revisions, the new ammonia criteria, was completed by Jurek Petoczka of HMM and reported in his memo of May 28th. His conclusion is that the new ammonia criteria is not expected to significantly impact TBSA permit limits. It should be noted that the SWQS revisions have yet to be drafted and, if needed, will likely affect us in the next 5-year permit cycle.

2. NJEIT Financing of our Plant and Pumping Stations Improvement Project

The NJEIT Series 2015-A Bonds were closed on May 28th. Our new debt service (DS) schedule for this financing has been finalized. While this schedule shows the Trust interest rate at 5.00% and 4.00% over the life of the bonds, the effective interest rate is about 3.19% due to the \$795,901.30 premium paid by the purchaser. With Principal Forgiveness of

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
JUNE 10, 2015 **6:00 pm** **REGULAR MEETING**

\$5,113,050 the annual DS for the Trust portion is about \$492,000 and the Fund (interest free) portion is about \$793,000 for a total annual DS of about \$1,285,000.

In addition, there are fees. The DEP fee is \$269,108 paid in 8 equal semi-annual installments of \$33,638.50, plus another \$269,108 that is incorporated into the loan amount. The NJEIT Fee is \$368,257.50 paid in 39 semi-annual installments of \$9,442.50. The total of all DEP and NJEIT fees is \$906,473.50.

Mr. Bongiovanni also discussed the change in debt service costs as they relate to the 2016 Budget. Due to the early redemption of the Series E Bonds and the partial elimination of the PRBRSA debt, total debt service is expected to decrease by about \$800,000. However, new debt service for the third phase of plant improvements will become necessary in the near future. Further discussion will be necessary.

3. NACWA Petition on EPA Incineration Rules

In an email dated June 4th, NACWA advised that the D.C. Court of Appeals issued a decision dismissing all challenges to EPA's rules, including the classification of sewage sludge as solid waste (the "SSI" rule). Consequently, there can be no further appeals on this issue and NACWA now advises incinerating facilities to move quickly towards compliance. The only remaining legal items relate to regulatory issues including the Federal Implementation Plan for the rules.

4. CPS Flow Meters

There is a brief update in the Board Meeting mailing package dated June 8th from ESC regarding the status of our efforts. While we are continuing to carefully monitor the flow data, we are confident in the results so far. Some remaining items are currently being completed.

ASSISTANT EXECUTIVE DIRECTOR'S REPORT:

Mr. Solla was absent.

ENGINEER'S REPORT:

Mr. John Scheri, of HMM distributed copies of the monthly Engineers Report and brought the members up-to-date on all on-going projects.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

None

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:

None

CHANGE ORDER: CM-001, Contract 2014-1, Increase of \$12,284.00

On motion by Mr. Schmidt, seconded by Mr. Phelan, Resolution #15-036, CM-001, Contract 2014-01, was approved by the following vote:

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
JUNE 10, 2015 6:00 pm REGULAR MEETING

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

RESOLUTION # 15-036

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority has entered into Contract 2014-1 with Worth and Company, Inc. for Wastewater Treatment Plant Improvements; and

WHEREAS, the Project Engineer, Black & Veatch, has recommended and approved Contract Modification CM-001.

NOW, THEREFORE, Be It Resolved by the Pequannock, Lincoln Park and Fairfield Sewerage Authority that Contract Modification CM-001 is hereby approved as follows:

CM-001 - Increase in contract amount of \$12,284.00.

No extension of days in the contract time has been approved.

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

ATTEST:



Raymond T. Kerwin
Dated: June 10, 2015


Jerry J. Notte, Chairman

RESOLUTIONS:

On motion by Mr. Voorman, seconded by Mr. Verdonik, Resolution #15-037, Operating Vouchers Approval, was approved by the following vote (copy attached):

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

On motion by Mr. Verdonik, seconded by Mr. Phelan, Resolution #15-038, Construction Vouchers Approval, was approved by the following vote (copy attached):

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

A motion was made by Mr. Phelan, seconded by Mr. Campisi, to authorize Black & Veatch to initiate the asbestos surveys necessitated by the treatment plant improvement project, in an amount not to exceed \$12,000.00. The motion was approved by the following vote:

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

On motion by Mr. Phelan, seconded by Mr. Verdonik and All in Favor and there being no further business to come before the Authority, the meeting was adjourned at 6:48 p.m.



Raymond T. Kerwin, Secretary
Dated: June 10, 2015



Karen Napolitano, Recording Secretary

PEQUANNOCK, LINCOLN PARK AND
FAIRFIELD SEWERAGE AUTHORITY

TREASURER'S REPORT

Board Meeting 6/10/15

Period Ending May 31, 2015

ACCOUNT BALANCES:

OPERATIONS AND ADMINISTRATION

Operating Checking Account	\$20,104.06	
Payroll Checking Account	\$195,918.06	
Revenue Accounts - TD Bank	\$7,992,240.67	
NJ Cash Management Fund	<u>\$0.00</u>	\$8,208,262.79

CONSTRUCTION

General	\$276,924.07	
Renewal & Replacement	\$3,035,033.95	
Construction Improvements	<u>\$967,795.64</u>	<u>\$4,279,753.66</u>

TOTAL FUNDS MAY 31, 2015

\$12,488,016.45

MONTHLY EXPENDITURES:

OPERATIONS AND ADMINISTRATION

Operating - Bills, Benefits, etc.	\$364,970.55 *	
Payroll - Salaries & Wages (net)	\$97,016.11 **	
- Taxes	\$50,065.64 **	
- 3rd Party Payments	<u>\$22,205.40 **</u>	\$534,257.70

CONSTRUCTION

\$237,806.06 *

TOTAL EXPENDITURES FOR MAY 2015

\$772,063.76

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

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



Richard Phelan, Treasurer



Karen Napolitano, Secretary to the Board

The Pequannock, Lincoln Park & Fairfield Sewerage Authority

Date: June 10, 2015

Personnel Actions:

	<u>Increase</u>	<u>Effective</u>
<u>Anniversary:</u>		
Richard Eickhoff Employed: 21 years	2.5%	6/17/2015
Lead Shift Operator - 11 years		

OPERATING

RESOLUTION # 15-037

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 #16394 through #16467 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 #
ABB Inc.		16394	1,380.79	Calibrate CPS Magmeter (New Convertor)	a51.56
Accurate Pest Control, Inc.		16395	178.34	Pest Control/Apr & May'15	a51.41
ADP, Inc (Louisville)		16396	427.22	Payroll Processing Chrg	a31.38
AGL Welding Supply Co.,Inc.		16397	209.38	Oxygen/Acetylene/Argon Refill	a51.31
American Express/RNB		16398	15.00	EZ Pass/Business Expenses	a31.21
American Express/RNB			56.35	Misc/Business Expenses	a31.21
American Express/RNB			274.92	Hotel/AC R. Bongiovanni	a31.21
American Express/RNB			55.00	AMEX Membership Fee	a31.22
Applied Analytics, Inc.		16399	1,901.25	#3 of 4 Calib/Flow Meters (4/6/15)	a51.56
Aqua Pro-Tech Laboratories		16400	610.00	Chemical Analysis/Rec'd 4/2-4/29/15	a51.65
Bergen Industrial Supply Co.		16401	1,411.64	Shop Supplies/Pts/Roto Sieve Install	a51.31
BioTriad Environmental, Inc.		16402	3,975.00	VaporScent/Odor Control	a51.21
Borough of Lincoln Park Water & Sewer		16403	624.00	PS' (2/1-4/30/15)	a51.14
Cablevision		16404	144.90	Internet Service 5/16-6/15/15	a31.35
CEM Corporation		16405	318.04	Pads/Moisture Analyzer	a51.31s
Champion Uniform Supply, Inc.		16406	340.28	Uniforms	a51.43
Clark Transmission Co.		16407	97.39	Pts/PM/Shop Supplies	a51.31
Cleantek Water Solutions		16408	29,950.00	Drum Screen/Skimmings	a61.10
Cleary Giacobbe Alfieri & Jacobs LLC		16409	2,111.31	Gen'l & Retainer/Apr'15	a51.58
Cliffside Body Corp.		16410	2,625.54	Install/Diesel Transfer Tank/Fuel Pump/F250	a51.56
David Weber Oil Company		16411	3,691.25	Gear Oil	a51.34
Engineered Solutions Corp.		16412	282.25	Adapters/PLC and UPS	a51.52
Engineered Solutions Corp.			1,385.00	Comp Supp/Operations	a51.52
Engineered Solutions Corp.			737.00	Inst TS/Engrg	a51.56
Engineered Solutions Corp.			440.00	Thickened Sludge Flow/Scavenger Tank	a61.20
Fairfield Maintenance Inc.		16413	520.00	Monthly UST Inspections/April & May	a51.65
FedEx		16414	79.70	Postage	a31.34
Fisher Scientific		16415	1,212.71	Lab Supplies	a51.42
Flow Assessment Services LLC		16416	2,350.00	Calibration & Reports/Flow Meters (4)	a51.56
Fuseco LP New Jersey		16417	352.50	Fuses/Shop Supply	a51.31
GCF Inc.		16418	675.21	Repl/PLC's/CPS	a51.31
GFS Chemicals, Inc.		16419	100.05	Lab Supplies	a51.42
Grainger, Inc.		16420	768.28	Pts/Shop Supplies/Operations	a51.31
Grainger, Inc.			8.14	Spray Paint/Shop Supplies	a51.35
Grainger, Inc.			249.37	Cleaning/Housekeeping Supplies	a51.41
Grainger, Inc.			123.59	Gloves/Tray/Lab Supplies	a51.42
Grainger, Inc.			1,466.32	Hard Hats/Safety Vests/Safety Supplies	a51.44
Hatch Mott MacDonald		16421	3,100.00	Gen'l Consulting/Apr & May'15	a51.53
Hatch Mott MacDonald		16422	5,855.69	IPP Services/Apr & May'15	a51.63
Hatch Mott MacDonald		16423	7,128.95	NJPDES Draft	a51.63
J.P. Mascaro & Sons		16424	800.00	Lab Testing Svcs/TBSA Grit/Screenings	a51.65
Jersey Central Power&Light		16425	59,466.41	Plant	a51.11
Jersey Central Power&Light			5,275.53	PS'	a51.12
Maraziti, Falcon & Healey,L.L.P.		16426	1,496.00	NJPDES Permit - May'15	a51.68
Maresca Lumber		16427	27.98	Gravel Mix/Roof Cement/Rpr	a51.31
McMaster-Carr Supply Co.		16428	1,090.24	Pts/Shop Supplies/Roto Sieve Install	a51.31
Nestle Pure Life		16429	703.15	Water/May'15	a51.14
New Jersey Manufacturers Ins. Co.		16430	6,763.92	W.Comp/Pym't #6 of 11	a51.48
NJ State League of Municipalities		16431	95.00	Mini Conference/Social Media/RNB	a31.24
NJDEP/NJPDES Permit		16432	31,847.95	Environmental Regulation-NJPDES	a51.62
North Jersey Media Group Inc .		16433	128.54	PubNotice/Audit Synopsis	a31.32
One Call Concepts		16434	115.44	One Call Messages/Apr'15	a51.62

Passaic Valley Sewerage Commission	16435	35,730.00	Liquid Sludge 4/16-5/15/15	a51.55D
Pitney Bowes Credit Corp.	16436	210.00	Postage Meter Lease/Mar'15-May'15	a31.34
PSE&G	16437	2,042.41	PS/Fairfield Rd. (Actual)	a51.12
Quality Controls, Inc.	16438	14,474.52	Air Release Valves/PS Force mains	a61.10
R & R Pump & Control Services, LLC	16439	255.15	Install/Pts//1st WAS Pump#2	a51.32
R & R Pump & Control Services, LLC		505.48	Troubleshoot/Pump#1/JPS	a51.32
R&D Trucking	16440	23,374.00	Sludge Removal 5/1-5/29/15	a51.55H
Recchia Landscaping, Inc.	16441	1,376.43	Lawn Maintenance/May'15	a51.54
Root 24, Inc.	16442	3,718.00	Vac Out Grit Pit & ML II Channel	a51.32
Sherwin Williams	16443	508.72	Paint Supplies	a51.35
Skyline Environmental, Inc.	16444	3,570.00	Safety & Health Issues	a51.64
State of NJ/Pensions&Benefits(Dental)	16445	2,036.17	Dental Insurance	a21.12
State of NJ/Pensions&Benefits(Health)		49,570.64	Health Benefits	a21.12
Suburban Energy Services	16446	79.82	Propane Bulk Tank Rent	a51.26
TBSA/Donna Peteja	16447	535.08	Exp/NJWEA Conference	a31.21
TBSA/Donna Peteja		300.00	Cell Phone Dec-May'15	a31.35
TBSA/Ernest DeGraw	16448	985.14	Exp/NJWEA Conference/Bus Lunch (6/1)	a31.21
TBSA/Ernest DeGraw		300.00	Cell Phone Dec-May'15	a31.35
TBSA/Ernest DeGraw		125.00	Steel Toe Safety Boots	a51.43
TBSA/Joseph Gibson	16449	414.92	Exp/NJWEA Conference	a31.21
TBSA/Joseph Gibson		300.00	Cell Phone Dec-May'15	a31.35
TBSA/Joseph Gibson		125.00	Steel Toe Safety Boots	a51.43
TBSA/Kimberly Marquez	16450	590.22	Exp/NJWEA Conference	a31.21
TBSA/Leonardo Menna	16451	125.00	Steel Toe Safety Boots	a51.43
TBSA/Michael E. Solla	16452	310.00	Exp/NJWEA Conference	a31.21
TBSA/Michael E. Solla		98.09	Cell Phone (3/27-4/26)	a31.35
TBSA/Nicholas Stein	16453	602.37	Exp/NJWEA Conference	a31.21
TBSA/Nicholas Stein		300.00	Cell Phone Dec-May'15	a31.35
TBSA/Patrick Tuohey	16454	921.24	Exp/NJWEA Conference	a31.21
TBSA/Patrick Tuohey		108.37	Printer/Maintenance/Internet	a31.31
TBSA/Patrick Tuohey		54.18	Ink/Maintenance/Internet	a31.33
TBSA/Patrick Tuohey		300.00	Cell Phone Dec-May'15	a31.35
TBSA/Patrick Tuohey		125.00	Steel Toe Safety Boots	a51.43
TBSA/Petty Cash	16455	41.96	Reimburse (5/1-5/29/15)	a31.36
TBSA/Petty Cash		83.85	Food/Board Mtg (5/6)	a31.36
TBSA/Richard Walter	16456	414.92	Exp/NJWEA Conference	a31.21
TBSA/Richard Walter		300.00	Cell Phone Dec-May'15	a31.35
TBSA/Robert N. Bongiovanni	16457	64.00	Exp/NJWEA Conference (5/12-5/14/15)	a31.21
TBSA/Robert N. Bongiovanni		228.69	Cell Phone 2/21-5/21/15	a31.35
The Home Depot	16458	235.98	Doorknob/Drill/Shop Supplies	a51.31
True Value Hardware	16459	26.73	Shop Supplies	a51.31
True Value Hardware		75.98	Weed Killer	a51.54
USA Blue Book	16460	529.16	Lab Supplies	a51.42
Verizon	16461	591.81	Telephones 5/15	a31.35
Verizon		2,025.80	Lease Lines 5/15	a31.37
Verner-Cadby Ford	16462	887.09	Repl/Calipers Assy/Tires/F150	a51.36
W. B. Mason Co., Inc.	16463	10.95	Calculator	a31.31
W. B. Mason Co., Inc.		753.82	Office Supplies	a31.33
W. B. Mason Co., Inc.		14.26	Sanitizer	a51.41
W. B. Mason Co., Inc.		28.81	Flash Drives/Mouse Pad	a51.52
Wallington Plumbing & Heating Supply	16464	1,801.26	Pts/Shop Supplies/Roto Sieve	a51.31
Wayne Auto Supply	16465	29.91	Absorbant/Shop Supplies	a51.31
Wayne Electrical Supply Company	16466	223.10	Pts/Shop Supplies	a51.31
Willis of New Jersey, Inc.	16467	27,489.00	Down Payment Package w/Auto Pym't #3	a51.48

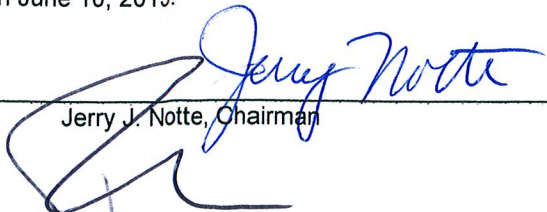
TOTAL 2015 BUDGET

364,970.55


R & R Pump & Control Service	36035	16368	-3,345.00	Bookkeeping Correction	a51.33s
R & R Pump & Control Service	36035	16368	3,345.00	Bookkeeping Correction	a61.10

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 June 10, 2015.

Dated: June 10, 2015



Jerry J. Notte, Chairman



Richard Phelan, Treasurer



Karen Napolitano, Recording Secretary

CONSTRUCTION FUND

RESOLUTION # 15-038

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 #0684 through #0687 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		0684	35,674.44	Project#1/Construction Phase	a84.23
Cleary Giacobbe Alfieri & Jacobs LLC		0685	3,262.75	Plant Improvements/Apr'15	a84.41
Hatch Mott MacDonald		0686	17,658.05	Project #2/PS' Construction	a84.33
Worth and Company, Inc.		0687	181,210.82	WWTP Improvements/Pymt Estimate #1	a84.24

TOTAL 2015 BUDGET


237,806.06

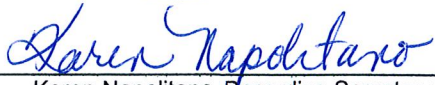
Hatch Mott MacDonald	3749	0680	(47,279.73)	Bookkeeping Correction	a84.31
Hatch Mott MacDonald	3749	0680	47,148.68	Bookkeeping Correction	a84.31
Hatch Mott MacDonald	3749	0680	131.05	Bookkeeping Correction	a84.33

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 June 10, 2015.

Dated: June 10, 2015


Jerry J. Notte, Chairman


Richard Phelan, Treasurer


Karen Napolitano, Recording Secretary