The Regular Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority was held on Wednesday, March 13, 2019 at 4:30 p.m. in its Administration Building, Lincoln Boulevard, Lincoln Park, New Jersey. Chairman Kerwin called the meeting to order at 4:30 p.m.

ROLL CALL:

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

ABSENT: Robert Voorman (excused), Jerry Notte (arrived at 4:33 p.m.)

ALSO PRESENT:

Cleary Giacobbe: Mitchell Jacobs, 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 serving said notice thereof to The Progress, Herald News, The Record and Suburban Trends newspapers.

MINUTES APPROVAL:

On motion by Mr. Verdonik, seconded by Mr. Runfeldt, the Regular and Closed Session Meeting Minutes of February 13, 2019 were approved by the following vote:

VOTED AYE: VERDONIK, RUNFELDT, SCHMIDT, KERWIN

ABSTAINED: PHELAN, CAMPISI **ABSENT:** VOORMAN, NOTTE

REPORTS OF COMMITTEES:

FINANCE:

Mr. Voorman was absent. Mr. Phelan presented the Treasurer's Report for the month of March (copy attached) along with the vouchers and the monthly financial reports for Mott MacDonald and Cleary Giacobbe. Mr. Bongiovanni noted that the Authority has received the draft of the Annual Audit Report. The report will be finalized once the State releases the pension information.

PURCHASING and PERSONNEL:

At this time, Chairman Kerwin presented a letter and gift to Patrick Tuohey, commemorating his accomplishment of "25 Years of Service" with the Authority. The Board congratulated Patrick on this achievement.

Mr. Phelan presented the Personnel Actions for the month of March. On motion by Mr. Phelan, seconded by Mr. Schmidt, the Personnel Actions were approved by the following vote:

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

PLANT OPERATIONS:

Mr. Schmidt noted the Operating Report on the table. Mr. DeGraw reported that the plant is operating well.

PLANNING and EXPANSION:

Mr. Notte had nothing to report.

CONSTRUCTION:

Mr. Verdonik noted the Construction Reports on the table. Mr. DeGraw reported the generator and substation are up and running. The headworks building bar screens and the grit system have been started up and are working well. Everything is running now with the exception of SCADA which is still being worked on. As a result of these improvements, we are seeing much less debris in the channels and tanks.

INSURANCE & LEGISLATIVE REVIEW:

Mr. Runfeldt had nothing to report.

LEGAL & PUBLIC RELATIONS:

Mr. Campisi had nothing to report. Mr. Jacobs reported that the bill that could exclude the Authority from the 2% cap has still not been signed by the Governor. He also discussed a new pending bill, S3666, which will require all prevailing wage contractors to participate in a federally approved apprentice program.

Mr. Jacobs left the meeting at 4:43 p.m.

EXECUTIVE DIRECTOR'S REPORT:

Mr. Bongiovanni had no formal report.

ENGINEER'S REPORT:

Mr. Scheri referred to the copies of the monthly Engineers Report on the table and brought the members up-to-date on all on-going projects. A discussion ensued regarding the correspondence received from the State regarding the Capacity Assurance Program threshold. The Authority is planning to challenge the State's determination.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

None

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.

RESOLUTIONS:

On motion by Mr. Phelan, seconded by Mr. Verdonik, Resolution #19-023, Authorize Award of Contact for Unit Substation Maintenance and Testing, was approved by the following vote:

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

RESOLUTION #19-023

Authorize Award of Contract for Unit Substation Maintenance & Testing

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage advertised for bids for Unit Substation Maintenance and Testing and received two bids on February 28, 2019;

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 for a term of two years:

Travis Inc. 11 Merry Lane East Hanover, NJ 07936

Total Bid Price: \$615,976.00

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

ATTEST:

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY

Raymond T. Kerwin, Chairman

Anthony G. Campisi, Jr., Secretary

Dated: March 13, 2019

On motion by Mr. Phelan, seconded by Mr. Verdonik, Resolution #19-024, Authorize Additional Engineering Services for Unit Substation Maintenance and Testing, was approved by the following vote:

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

RESOLUTION #19-024

Authorizing Additional Engineering Services for the Unit Substation Maintenance and Testing

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority (the "Authority"), has received a request from Mott MacDonald ("MM") for authorization for additional Engineering Services associated with Contract 2018-1 - Unit Substation Maintenance and Testing; and

WHEREAS, the additional engineering services are for items beyond the scope of the services previously approved; and

WHEREAS, by Resolution dated February 13, 2019, the Authority awarded the General Consulting Engineer's Agreement (hereinafter the "Agreement") to MM; and

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

WHEREAS, the Authority wishes to retain MM to provide additional engineering services for the unit substation maintenance and testing; 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. Mott MacDonald is hereby authorized under its General Consulting Engineer's Agreement to provide additional engineering services for unit substation maintenance and testing in accordance with its March 11, 2019 proposal, in an amount not to exceed \$64,153.00.

SERVICES PREVIOUSLY APPROVED REVISED

Engineering Services for Unit \$35,000.00 \$64,153.00

Substation Maintenance & Testing

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

ATTEST:

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY

Raymond T. Kerwin, Chairman

Anthony G. Campisi, Jr., Secretary

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Dated: March 13, 2019

On motion by Mr. Schmidt, seconded by Mr. Verdonik, Resolution #19-025, Payment of the Operating Vouchers (copy attached), was approved by the following vote:

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

On motion by Mr. Verdonik, seconded by Mr. Runfeldt, Resolution #19-026, Payment of the Construction Vouchers (copy attached), was approved by the following vote:

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

On motion by Mr. Schmidt, seconded by Mr. Phelan, and all in favor, Resolution #19-027, Closed Session, was approved.

RESOLUTION #19-027

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. Project 1 Issues
- 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:

Anthony G. Campisi, Jr., Secretary

Dated: March 13, 2019

The meeting went into Closed Session at 4:54 p.m. and was reconvened to the public at 5:17 p.m.

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 5:17 p.m.

Anthony G. Campisi, Jr., Secretary

Dated: March 13, 2019

Karen Napolitano, Recording Secretary

TREASURER'S REPORT

Board Meeting 3/13/19

Period Ending February 28, 2019

ACCOUNT BALANCES:

OPERATIONS AND ADMINISTRATION			
Revenue Account	\$11,774,657.14		
Operating Checking Account	77,649.92		
Payroll Checking Account	207,821.33		
Renewal & Replacement	5,452,271.13	\$17,512,399.52	
CONCEDITION AND OFFICE AT			
CONSTRUCTION AND GENERAL	40.404.547.05		
Construction Improvements	\$3,161,547.95		
General	236,924.07	3,398,472.02	
TOTAL FUNDS FEBRUARY 28, 2019		\$20,910,871.54	
MONTHLY EXPENDITURES:			
OPERATIONS AND ADMINISTRATION			
Operating Bills	\$346,740.42 *		
Payroll - Salaries & Wages	183,132.53		
- Benefits			
	310,687.74 *	#054 040 04	
- Taxes	13,652.22	\$854,212.91	
CONSTRUCTION		63,033.73	le .
TOTAL EXPENDITURES FOR FEBRUARY 2019		\$917,246.64	

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

Karen Napolitano, Secretary to the Board

The Pequannock, Lincoln Park & Fairfield Sewerage Authority

PERSONNEL ACTIONS

March 13, 2019

	Watch 1	3, 2013	Increase	Effective Date
Commemorating 25 Year	rs of Service			
Patrick Tuohey	Computer & Instrume	entation Tech/Ope	erator	
Promotions		2.4	¢c 000 00	2/17/2010
Hector Cadavid Current Position: New Position:	Employed: Repairman I Repairman II	3 Years 2 Years	\$6,000.00	3/17/2019
Tyler Mrocka Current Position: New Position:	Employed: Operator I Operator II	2.5 Years 1.5 Years	\$6,000.00	3/17/2019
Michael Andrew Nix Current Position: New Position:	Employed: Repairman I Repairman II	2.5 Years 1.5 Years	\$6,000.00	3/17/2019

OPERATING RESOLUTION #19-025

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 #19655 through #19730 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.

2019 BUDGET Payee	Check#	Voucher#	Check Amount	Description	Account
Accurate Pest Control, Inc.		19655	89.17	Pest Control/Feb'19	51.41
ADP, Inc (Louisville)		19656	940.26	Payroll Processing	31.38
Allen Paper & Supply Co.		19657		Cleaning Supplies	51.41
American Wear		19658		Uniforms	51.43
Borough of Lincoln Park Water & Sewer		19659	201.37	Pumpstations (11/1/18-1/31/19)	51.14
BR Welding		19660		Intermediate Settling Tanks Rehab/Pymt #9	61.10
Brady Worldwide, Inc.		19661		Assorted Ribbon/Label Tapes/Operations	51.31
Burlington Safety Lab		19662		Electrical Gloves/Operations	51.44
Cintas First Aid & Safety		19663		Re-Stock First Aid Kits	51.44
Cleary Giacobbe Alfieri Jacobs, LLC		19664		General & Retainer/Jan'19	51.58
Constellation NewEnergy, Inc.		19665		Plant (1/22-2/19/19)	51.11
Constellation NewEnergy, Inc.		10000		Pumpstations (1/5-2/11/19)	51.12
Costello's Hardware		19666		Pts/Operations Supplies	51.31
Costello's Hardware		15000		Wiper Blades/Plant Truck	51.36
		19667		Plant Forklift PM/Replaced Chains & Seat	51.33
Eastern Lift Truck Co., Inc.		19668		Monthly Off Site Backup Storage-N/C	51.52
Engineered Solutions Corp.		19000		Comp Supp/Operations	51.56
Engineered Solutions Corp.		19669		Qtrly Lab Samples/1 of 4	51.65
Environmental Resource Assoc.		19670		Monthly UST Inspection/Jan'19	51.65
Fairfield Maintenance Inc.		19670		Annual Audit FY 2018	51.57
Ferraioli, Wielkotz, Cerullo & Cuva, P.A.		19671		Ser/Proposed New Rule Changes NJAC 5.31-2	51.67
Ferraioli, Wielkotz, Cerullo & Cuva, P.A.		19672		Fuel Oil/Plant (3/4)	51.13
Finch Fuel Oil Co. Inc.				Lab Supplies	51.42
Fisher Scientific		19674		Drive Repair/CPS Dimminutor	51.33
Franklin Miller, Inc.		19675 19676		Chemical Analysis/Dec'18-Jan'19	51.65
Garden State Laboratories					51.31
Global Equipment Company, Inc.		19677		Transfer Heads/Shop	51.31
Grainger, Inc.		19678		Lamps/Batteries/Panel Meters/Shop Supplies	51.41
Grainger, Inc.				Hand Soap/Operations	51.44
Grainger, Inc.		40070		Fire Rated Pants/Shirts	
Institute for Professional Development		19679		NJ Pension Rules for Municipalities/D.Tresca (4/26	51.51
Interstate Waste Services	1	19680		Service/Jan-Feb'19	51.23
JCI Jones Chemicals, Inc.		19681		Sodium Hypochlorite	51.23
JDA Contracting		19682		Emergency Repair/Manhole Frame & Cover	100 100 100
Jersey Central Power&Light		19683	14,407.63		51.11
Jersey Central Power&Light				Pumpstations	51.12
Loraine Tuohey		19684		Retiree Health Benefits Mar'19	21.12R
Marvel Optics, LLC		19685		Safety RX Eyewear	51.44
McMaster-Carr Supply Co.		19686		Shop Supplies	51.31
MGL Printing Solutions		19687		Checks/Operating Acct	31.33
Michael E. Solla		19688		Retiree Health Benefits Mar'19	21.12R
Mott MacDonald Group, Inc.		19689		Operations	51.53
Mott MacDonald Group, Inc.		1 1		SPS Pumps	51.53
Mott MacDonald Group, Inc.		1		Electrical UV Power	51.53
Mott MacDonald Group, Inc.		19690		GIS Services	51.53
Mott MacDonald Group, Inc.	1	19691		LSRP Services 2017-18	51.63
Mott MacDonald Group, Inc.		19692		Permit Assistance	51.63
Mott MacDonald Group, Inc.		19693		LSRP Services 2018-19	51.63
Mott MacDonald Group, Inc.	1	19694		Intermediate Settling Tanks	61.10
Mott MacDonald Group, Inc.		19695		Deepavaal Roof Replacement	61.10
Mott MacDonald Group, Inc.	1	19696	9,796.78	Unit Substations	61.10
Neozyme International, Inc.		19697		EcoCatalyst/Degreaser/PS	51.21
New Jersey Dept. of Treasury		19698		Environmental Lab Certification	51.62
New Jersey Manufacturers Ins. Co.		19699		W. Comp/Pym't #2 of 11	51.48
North Jersey Media Group Inc .		19700		Public Notices	31.32
Optimum (Cablevision)		19701		Internet Service 2/16-3/15/19	31.35
Parker Publications		19702		2019 Meeting Schedule/Contracts Awarded	31.32
Passaic Valley Sewerage Commission		19703		Liquid Sludge 1/16-2/15/19	51.55D
PSE&G		19704		Fairfield Rd & Jane Rd	51.12
PSE&G	1	19705		PS/Glenroy Rd (Actual)	51.12

Quincy Compressor LLC	19706	3,088.34 Repl/Air Compressor/Plant #2	61.10
R&D Trucking	19707	16,432.00 Sludge Removal 2/1-2/28/19	51.55H
Skyline Environmental, Inc.	19708	11,075.00 Annual Safety & Health Training	51.64
State of NJ/Pensions & Benefits/PERS	19709	273,388.00 Annual Appropriation	21.11
State of NJ/Pensions & Benefits/SHBP	19710	46,548.33 Health & Dental Benefits	21.12
Staples	19711	213.79 Executive Chair/Lab	31.31
TBSA/Greg Daly	19712	70.00 S-2 Exam Fee	31.24
TBSA/Petty Cash	19713	379.76 Food/Board Mtg/Staff/Gift Card Tuohey 25th	31.36
TBSA/Robert N.Bongiovanni	19714	178.09 Cell Phone 11/21-2/20/19	31.35
TBSA/Thomas Bongiovanni	19715	346.53 Mileage/Tolls/EPDA Operations Course (2/6-2/27)	31.21
Technical Services, Inc.	19716	705.19 Service & Tested Nortec/Lab	51.42
The Home Depot	19717	188.96 Microwave & Cabinet/Operations	31.31
The Home Depot		789.88 Ladders/Tarps/Pressure Washer	51.31
The Home Depot		166.88 Dish Detergent/Operations	51.41
The Home Depot		53.60 Reflective Markers/Operations	51.44
United Business Systems	19718	528.00 Canon Printer/5 of 20 Quarterly Pymts	31.31
United Cooling & Refrigeration Inc.	19719	1,120.73 PM/ Feb- Apr'19/ Pymt 4 of 4	51.33
UPS	19720	26.17 Shipping Service	31.34
USALCO Baltimore Plant, LLC	19721	6,081.45 Polyaluminum Chloride	51.25
Veolia Environmental Services	19722	1,345.89 Chemical Removal /Mar'19	51.42
Verizon	19723	594.66 Telephone 2/19	31.35
Verizon		2,895.76 Lease Line 2/19	31.37
Verner-Cadby Ford	19724	401.58 Repl/Rear Shackle/F-350	51.36
W. B. Mason Co., Inc.	19725	281.75 Office Supplies/\$215 Ink	31.33
Wallington Plumbing & Heating Supply	19726	122.29 Pts/Gas B Tank RefillShop Supplies	51.31
Wayne Auto Supply	19727	57.14 Wiper Blades/Fuses/Washer Fluid	51.36
Wayne Electrical Supply Company	19728	72.86 Pipe Hanger/Clear Cement	51.31
William Murphy	19729	700.00 Retiree Health Benefits Mar'19	21.12R
Willis of New Jersey, Inc.	19730	32,646.00 Renew/Package w/AutoPym't#2	51.48

2019 BUDGET TOTAL

666,676.75

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 March 13, 2019.

Dated: March 13, 2019

aymond T. Kerwin, Chairman

College A Voorman Tressurer

Karen Napolitano, Recording Secretary

CONSTRUCTION RESOLUTION #19-026

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 #912 through #924 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.

2018 BUDGET					×
Payee	Ck#	Vou.#	Check Amt.	Description	Account
Black & Veatch		912	25,883.28	Project#1/Construction Phase	84.23
Cleary Giacobbe Alfieri Jacobs, LLC		913	1,184.86	Plant Improvements/Jan'19	84.41
Grainger, Inc.		914	5,221.06	Solenoid Valves/Headworks	84.24
McMaster-Carr Supply Co.		915	3,556.72	Pressure Gauges/Piping/Flowmeters/Headworks	84.24
McMaster-Carr Supply Co.		916	4,633.13	Flowmeters/Headworks	84.24
Mott MacDonald Group, Inc.		924	9,518.44	NPW Piping/Headworks	84.24
Raritan Supply Company		917	989.40	AWWA Piping/Headworks	84.24
Raritan Supply Company		918	3,120.04	AWWA Piping/Headworks	84.24
Sherwin Williams		919	406.58	Paint Supplies/Headworks	84.24
Technical Components Co., Inc.		920	4,153.96	Ball Valves/Emerg. Control Panel/Headworks	84.24
The Home Depot		921		Various Parts/Headworks	84.24
Wallington Plumbing & Heating Supply		922	3,575.48	Various Parts/Piping/Headworks	84.24
Wayne Electrical Supply Company		923		Various Parts/Headworks	84.24

TOTAL 63,033.73

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 March 13, 2019.

Dated: March 13, 2019

Raymond T. Kerwin, Chairman

Robert A. Voorman, Treasurer

Karen Napolitano, Recording Secretary