

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
NOVEMBER 13, 2019 **4:30 pm** **REGULAR MEETING**

The Regular Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority was held on Wednesday, November 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 4:32 p.m.

ROLL CALL:

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

ALSO PRESENT:

Cleary Giacobbe:	Victoria Leblein
Mott MacDonald:	John Scheri
TBSA:	Robert Bongiovanni, Ernest DeGraw, Thomas Bongiovanni, Karen Napolitano, Lorraine Ciampa

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, Record and Suburban Trends newspapers.

MINUTES APPROVAL:

On motion by Mr. Kerwin, seconded by Mr. Phelan, the Minutes of the meeting of October 9, 2019 were approved by the following vote:

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

REPORTS OF COMMITTEES:

FINANCE:

Mr. Voorman presented the Treasurer's Report for the month of November (copy attached) along with the vouchers and the monthly financial reports for Mott MacDonald and Cleary Giacobbe. He recommended the vouchers be paid as presented. Mr. Bongiovanni noted that the interim audit report was mailed and the Authority was available to answer any questions.

PURCHASING and PERSONNEL:

Mr. Phelan presented the Personnel Actions for the month of November, acknowledging the passing of Pete Squirlock, a 31-year employee of the Authority. The Board offered their condolences to his family. On motion by Mr. Phelan, seconded by Mr. Verdonik, the Personnel Actions were approved by the following vote:

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

PLANT OPERATIONS:

Mr. Schmidt referred to the Operating Report on the table, noting that he has inquired about Pequannock's flow for the month. Mr. DeGraw reported that the tank cleaning project has begun. He also reported that the headworks facility is functioning well.

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PLANNING and EXPANSION:

Mr. Notte had nothing to report.

CONSTRUCTION:

Mr. Verdonik noted the construction report on the table. Mr. DeGraw reported that a testing of the unit substations and preventative maintenance is being performed, noting that the ongoing problem with the UV ballasts has been fixed. Mr. Thomas Bongiovanni reported that final Payment Application for Project 1 has been submitted and is on the voucher list. The outstanding items are being completed through the maintenance bond. Mr. DeGraw noted that Worth will be on site next week to remediate the cracked concrete.

INSURANCE & LEGISLATIVE REVIEW:

Mr. Runfeldt had nothing to report. Ms. Leblein informed the Board that the League of Municipalities has created a committee to review comments on the Local Public Contracts Law. The Board will be updated as these comments relate to the Authority.

LEGAL & PUBLIC RELATIONS:

Mr. Campisi had nothing to report.

EXECUTIVE DIRECTOR'S REPORT:

Mr. Bongiovanni had no formal report. Mr. Phelan inquired about conversations with Crew Engineers, regarding inspection of Pequannock Township's sewer lines.

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 various issues with the Deepavaal roof replacement project.

UNFINISHED BUSINESS: Preliminary User Charge Adjustments

Mr. Robert Bongiovanni referred to the updated preliminary User Charge Adjustment report on the table. He pointed out that the flow differential has increased slightly since last month. He reminded the Board that per the service agreements, the user charges adjustments must be included with the 2020 1st quarter billing. He noted that eliminating the entire UC adjustment would require use of \$1.5 million in surplus. Mr. Bongiovanni explained that these adjustments are due to the much higher wet weather flows that we have experienced over the past two years. In addition, we have replaced several open channel flow meters with newer models. We are currently reviewing the new meters to ensure proper installation and calibration. Mr. Voorman inquired regarding a comparison of the new meter readings to the old meter readings. Tom Bongiovanni explained that an analysis of the meters was done and two of the four meters show less than 1% differential while the other two meters show about 3-7% differential. A discussion ensued regarding the types of meters available. Mr. Robert Bongiovanni noted that the final User Charge Adjustment will be available at the next meeting.

NEW BUSINESS:

None

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CORRESPONDENCE:

All members received copies of the correspondence prior to the meeting. All correspondence is on file with the Authority Secretary. A brief discussion ensued regarding the relevance of proposed mercury TMDL's to the Authority.

PUBLIC DISCUSSION:

There was no public present.

Mr. Phelan left the meeting at 5:26 and returned at 5:28.

CHANGE ORDERS:

On motion by Mr. Verdonik, seconded by Mr. Runfeldt, Resolution #19-067, Contract 2014-1, CO-014, was approved by the following vote:

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

RESOLUTION #19-067

Contract 2014-1, Contract Modification CM-014

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

WHEREAS, the Project Engineer, Black & Veatch, has reviewed and approved Contract Modification CM-014; and

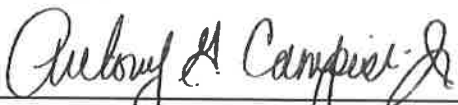
WHEREAS, in accordance with N.J.A.C. 5:30-5.4(a)(3), the Authority certifies the availability of funds to cover the maximum dollar value of the pending contract as set forth in this Resolution.

NOW, THEREFORE Be It Resolved, by the Pequannock, Lincoln Park and Fairfield Sewerage Authority that Contract Modification CM-014 is hereby approved as follows:

CM-014 - Decrease in contract amount of \$485,360.07.

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

ATTEST:


Anthony G. Campisi, Jr., Secretary
Dated: November 13, 2019


Raymond T. Kerwin, Chairman

On motion by Mr. Notte, seconded by Mr. Verdonik, Resolution #19-068, Contract 2018-2, CO-001, was approved by the following vote:

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

RESOLUTION #19-068

Contract 2018-2, Change Order CM-001

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority has entered into Contract 2018-2 with Daskal, LLC for the Deepavaal Pump Station roof replacement and ventilation upgrades; and

WHEREAS, the Project Engineer, Mott MacDonald, has reviewed and approved Contract Modification CM-001; and

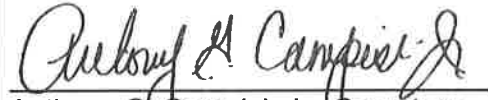
WHEREAS, in accordance with N.J.A.C. 5:30-5.4(a)(3), the Authority certifies the availability of funds to cover the maximum dollar value of the pending contract as set forth in this Resolution.

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

CM-001 - Increase in contract amount not to exceed \$37,239.83.

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

ATTEST:


Anthony G. Campisi, Jr., Secretary
Dated: November 13, 2019


Raymond T. Kerwin, Chairman

RESOLUTIONS:

On motion by Mr. Voorman, seconded by Mr. Phelan, Resolution #19-069, Adoption of FY 2020 budget – DCA Format, was approved by the following vote:

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

RESOLUTION #19-069

2020 ADOPTED BUDGET RESOLUTION

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

FISCAL YEAR: FROM: Dec. 1, 2019 TO: Nov. 30, 2020

WHEREAS, the Annual Budget and Capital Budget/Program for the Pequannock, Lincoln Park and Fairfield Sewerage Authority for the fiscal year beginning December 1, 2019 and ending November 30, 2020 has been presented for adoption before the governing body of the Pequannock, Lincoln Park and Fairfield Sewerage Authority at its open public meeting of November 13, 2019; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

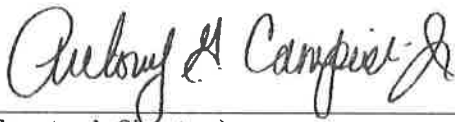
PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
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WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$11,814,350, Total Appropriations, including any Accumulated Deficit, if any, of \$11,814,350 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$4,202,000 and Total Unrestricted Net Position planned to be utilized of \$1,835,626; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Pequannock, Lincoln Park and Fairfield Sewerage Authority, at an open public meeting held on November 13, 2019 that the Annual Budget and Capital Budget/Program of the Pequannock, Lincoln Park and Fairfield Sewerage Authority for the fiscal year beginning December 1, 2019 and ending November 30, 2020, is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.



(Secretary's Signature)

November 13, 2019

(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Robert A. Voorman	X			
Raymond Verdonik	X			
David A. Runfeldt	X			
Richard Phelan	X			
Arthur J. Schmidt	X			
Jerry J. Notte	X			
Anthony G. Campisi, Jr.	X			
Raymond T. Kerwin	X			

On motion by Mr. Voorman, seconded by Mr. Phelan, Resolution #19-070, Adoption of FY 2020 Budget in TBSA Format, was approved by the following vote:

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

RESOLUTION #19-070

Adopting FY 2020 Budget in TBSA Format

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority (hereinafter the "Authority") approves various Resolutions which adopt and amend the Authority budget for the year ending November 30, 2020; and

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NOVEMBER 13, 2019 4:30 pm REGULAR MEETING

WHEREAS, the said Resolutions and form of budget attached to them are required by the State of New Jersey, Division of Local Government Services; and

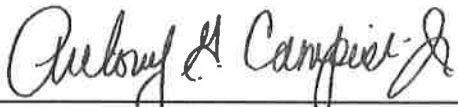
WHEREAS, the Authority has prepared its own form of budget for the fiscal year ending November 30, 2020, which details and supplements the budget form of the Division of Local Government Services; and

WHEREAS, the Authority does determine that the Authority form of budget is necessary for the orderly and efficient conduct of the Authority business during the course of its fiscal year;

NOW, THEREFORE BE It Resolved, by the Pequannock, Lincoln Park and Fairfield Sewerage Authority that the Authority form of budget for the fiscal year ending November 30, 2020, a copy of which is on file with the Executive Director, is approved and adopted.

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

ATTEST:


Anthony G. Campisi, Jr., Secretary
Dated: November 13, 2019


Raymond T. Kerwin, Chairman

On motion by Mr. Notte, seconded by Mr. Verdonik, Resolution #19-071, Authorize Additional Engineering Services for IPP Program, Resolution #19-072, Authorize Engineering Services for Future Plant Improvement Study, Resolution #19-073, Authorize Engineering Services for SPCC/Spill Plan, Resolution #19-74, Authorize Additional Engineering Services for Intermediate Settling Tanks Rehabilitation, and Resolution #19-075, Authorize Additional Engineering Services for Deepavaal Roof Replacement and Ventilation Upgrades, were approved by the following vote:

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

RESOLUTION #19-071

Authorize Additional Engineering Services for the Industrial Pretreatment Program

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 for the Industrial Pretreatment Program; 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

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WHEREAS, the Authority wishes to retain MM to provide additional engineering services for the Industrial Pretreatment Program; 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 the Industrial Pretreatment Program in accordance with its October 15, 2019 proposal, in an amount not to exceed \$38,000.00.

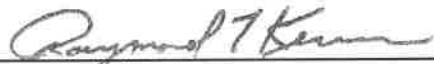
<u>SERVICES</u>	<u>PREVIOUSLY APPROVED</u>	<u>REVISED</u>
Engineering Services for Industrial Pretreatment Program	\$30,000.00	\$38,000.00

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

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

ATTEST:


Anthony G. Campisi, Jr., Secretary
Dated: November 13, 2019


Raymond T. Kerwin, Chairman

RESOLUTION #19-072

Authorize Engineering Services for Future Plant Improvement Study

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority (hereinafter the "Authority"), has need for Engineering Services for a Future Plant Improvement Study; and

WHEREAS, the Authority's Engineer, Mott MacDonald (hereinafter "MM"), has submitted a proposal for engineering services dated November 7, 2019, which the Authority has determined will meet the needs of the Authority; 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 a Future Plant Improvement Study; and

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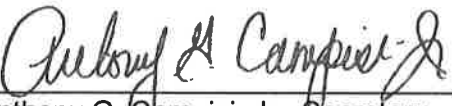
WHEREAS, in accordance with N.J.A.C. 5:30-5.4(a)(3), the Authority certifies the availability of funds to cover the maximum dollar value of the pending contract as set forth in this Resolution;

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 a Future Plant Improvement Study, in accordance with its November 7, 2019 proposal, in an amount not to exceed \$44,000.00.
2. Notice of this action shall be published in one of the official Authority Newspapers.

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

ATTEST:


Anthony G. Campisi, Jr., Secretary
Dated: November 13, 2019


Raymond T. Kerwin, Chairman

RESOLUTION #19-073

Authorize Engineering Services for Development and Renewal of Federal SPCC/Spill Plans

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority (hereinafter the "Authority"), has need for Engineering Services for the development and renewal of Federal SPCC/Spill plans for the WWTP and three pump stations; and

WHEREAS, the Authority's Engineer, Mott MacDonald (hereinafter "MM"), has submitted a proposal for engineering services dated October 22, 2019, which the Authority has determined will meet the needs of the Authority; 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 development and renewal of Federal SPCC/Spill Plans for the WWTP and three pump stations; 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;

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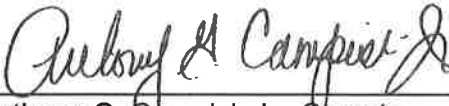
NOW, THEREFORE, Be It Resolved by the Pequannock, Lincoln Park and Fairfield Sewerage Authority as follows:

3. Mott MacDonald is hereby authorized under its General Consulting Engineer's Agreement to provide additional engineering services for the development and renewal of Federal SPCC/Spill Plans, in accordance with its October 22, 2019 proposal, in an amount not to exceed \$16,500.00.

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

**PEQUANNOCK, LINCOLN PARK AND
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ATTEST:


Anthony G. Campisi, Jr., Secretary
Dated: November 13, 2019


Raymond T. Kerwin, Chairman

RESOLUTION #19-074

Authorize Additional Engineering Services for Intermediate Settling Tanks Rehabilitation

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 for the Intermediate Settling Tanks Rehabilitation; 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 intermediate settling tanks rehabilitation; 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 the intermediate settling tanks

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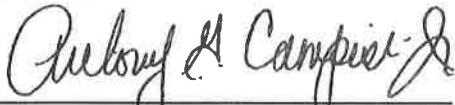
rehabilitation in accordance with its October 24, 2019 proposal, in an amount not to exceed \$216,600.00.

<u>SERVICES</u>	<u>PREVIOUSLY APPROVED</u>	<u>REVISED</u>
Engineering Services for Intermediate Settling Tanks Rehabilitation	\$201,600.00	\$216,600.00

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

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

ATTEST:



Anthony G. Campisi, Jr., Secretary
Dated: November 13, 2019



Raymond T. Kerwin, Chairman

RESOLUTION #19-075

Authorize Additional Engineering Services for the Deepavaal Roof Replacement and Ventilation Upgrades

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 for the Deepavaal Roof Replacement and Ventilation Upgrades; 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 Deepavaal roof replacement and ventilation upgrades; 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 the Deepavaal roof replacement and ventilation upgrades in accordance with its November 8, 2019 proposal, in an amount not to exceed \$91,000.00.


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<u>SERVICES</u>	<u>PREVIOUSLY APPROVED</u>	<u>REVISED</u>
Engineering Services for Deepavaal Roof and Ventilation Upgrades	\$72,500.00	\$91,000.00

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

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

ATTEST:


Anthony G. Campisi, Jr., Secretary
Dated: November 13, 2019


Raymond T. Kerwin, Chairman

On motion by Mr. Runfeldt, seconded by Mr. Verdonik, Resolution #19-076, Authorize Sale of Authority Surplus Property, was approved by the following vote:

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

RESOLUTION #19-076

Authorize Sale of Authority Surplus Property

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority (the "Authority") is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Authority is desirous of selling said surplus property in an "as is" condition without express or implied warranties;

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

1. The sale of the surplus property may be conducted online through GovDeals pursuant to State Contract No. 83453/T-2581, in accordance with the terms and conditions of the State Contract. The terms and conditions are available online at govdeals.com and are also available from the Authority.

2. The sale is being conducted pursuant to Local Finance Notice 2008-9.

3. The surplus property to be sold is as follows:

a. 2007 Blue Ford F150 Pickup Truck, VIN #1FTRF12W37NA60882, Odometer: 40,064

b. Scrap Copper Wire

4. The Authority may in the alternative seek quotes for the scrap copper wire if it is determined to be in the best interest of the Authority.


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5. The surplus property as identified shall be sold in an "as is" condition without express or implied warranties and the successful bidder is required to hold harmless and indemnify the Authority concerning use of said surplus property.

6. The Authority reserves the right to accept or reject any bid submitted.

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

ATTEST:



Anthony G. Campisi, Jr., Secretary
Dated: November 13, 2019



Raymond T. Kerwin, Chairman

On motion by Mr. Voorman, seconded by Mr. Schmidt, Resolution #19-077, Payment of the Operating Vouchers (copy attached), was approved by the following vote:

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

On motion by Mr. Verdonik, seconded by Mr. Voorman, Resolution #19-078, Payment of the Construction Vouchers (copy attached), was approved by the following vote:

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

On motion by Mr. Schmidt, seconded by Mr. Notte, and all in favor, Resolution #19-079, Closed Session was approved.

RESOLUTION #19-079

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. Service Agreement Provisions

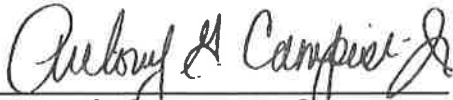
2. The matters will be considered at this meeting and the public shall not be admitted to this discussion.

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

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ATTEST:



Anthony G. Campisi, Jr., Secretary
Dated: November 13, 2019


Raymond T. Kerwin, Chairman

The meeting went into Closed Session at 5:34 p.m. and was reconvened to the public at 5:43 p.m.

ADJOURNMENT:

On motion by Mr. Phelan, seconded by Mr. Schmidt, and all in favor and there being no further business to come before the Authority, the meeting was adjourned at 5:43 p.m.



Anthony G. Campisi, Jr., Secretary
Dated: November 13, 2019


Karen Napolitano, Recording Secretary

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY

TREASURER'S REPORT

Board Meeting 11/13/19

Period Ending October 31, 2019

ACCOUNT BALANCES:

OPERATIONS AND ADMINISTRATION

Revenue Account	\$10,805,296.86	
Operating Checking Account	167,140.34	
Payroll Checking Account	210,927.76	
Renewal & Replacement	<u>5,093,442.10</u>	\$16,276,807.06

CONSTRUCTION AND GENERAL

Construction Improvements	\$3,789,350.28	
General	<u>236,924.07</u>	<u>4,026,274.35</u>

TOTAL FUNDS OCTOBER 31, 2019		<u><u>\$20,303,081.41</u></u>
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MONTHLY EXPENDITURES:

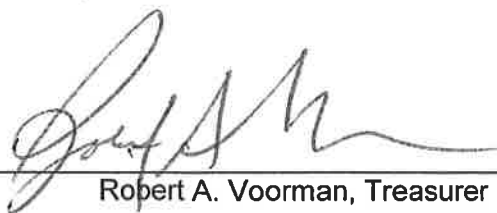
OPERATIONS AND ADMINISTRATION

Operating Bills	\$579,351.45 *	
Payroll - Salaries & Wages	257,864.42	
- Benefits	37,518.84 *	
- Taxes	<u>17,387.08</u>	\$892,121.79

CONSTRUCTION		<u>47,774.33 *</u>
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TOTAL EXPENDITURES FOR OCTOBER 2019		<u><u>\$939,896.12</u></u>
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* Amount shown has not been deducted from above account balances.



Robert A. Voorman, Treasurer



Karen Napolitano, Secretary to the Board

The Pequannock, Lincoln Park & Fairfield Sewerage Authority

PERSONNEL ACTIONS

November 13, 2019

			<u>Increase</u>	<u>Effective Date</u>
<u>Part-time to Full-time Status</u>				
Lorraine Ciampa	Employed:	2 Years	\$9,028.47	11/25/2019
Current Position:	Administrative Assistant:	2 Years		
<u>License Earned:</u>				
Jason Tillery	Lead Shift Operator		\$1,000.00	11/25/2019
	C-3 License			
<u>Passing of TBSA Employee</u>				
Peter Squirlock, Jr.	Employed:	31 Years		11/11/2019
	Operator II	25 Years		

OPERATING
RESOLUTION #19-077

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 #20314 through #20405 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
A E A		20314	850.00	Annual Conference/Registration/RNB & Tom	31.24
Accurate Pest Control, Inc.		20315	89.17	Pest Control/Oct'19	51.41
ADP, Inc (Louisville)		20316	755.40	Payroll Processing	31.38
Allen Paper & Supply Co.		20317	1,278.21	Cleaning Supplies	51.41
American Express/RNB		20318	342.08	Hotel/AEA Conference (11/19-11/21)	31.24
American Wear		20319	287.24	Uniforms	51.43
AP/Certified Testing		20320	500.00	Field Test/Backflow Preventor/Plant&PS'	51.65
Applied Analytics, Inc.		20321	2,023.12	#4 of 4 Calib.Flow Meter (10/30/19)	51.56
Artistic Signs, Inc.		20322	175.00	TBSA Logo/Truck	51.36
Borough of Lincoln Park Water & Sewer		20323	1,729.42	Two Bridges Rd (7/1-9/30/19) '	51.14
BR Welding		20324	53,866.35	Intermediate Settling Tanks Rehab/Pymt #13	61.10
Cherry Hill Winner Ford		20325	30,365.00	2019 Ford F150 4x4 Extended Cab	61.10
Clark Transmission Co.		20326	110.94	V-Belts/Shop Supplies	51.31
Cleary Giacobbe Alfieri Jacobs, LLC		20327	1,714.00	Ser/Gen'l & Retainer thru Sep'19	51.58
Constellation NewEnergy, Inc.		20328	35,542.89	Plant (9/20-10/22/19)	51.11
Constellation NewEnergy, Inc.			2,454.59	Pumpstations (9/5-10/3/19)	51.12
Costello's Hardware		20329	117.54	Shop Tools/Operations Supplies	51.31
Costello's Hardware			7.19	Cleaner/Remove Truck Emblem	51.41
Costello's Hardware			83.65	Assorted Shovels/Landscaping	51.54
Daskal LLC.		20330	95,991.00	Contract 2018-2-Deerpavaal Roof Replacement	61.10
Electronic Drives and Controls		20331	835.60	Ser/Contactor/Drives/2ndStg Aerator #1	51.32
Engineered Solutions Corp.		20332	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.			1,437.50	Computer Supports/Operations	51.52
Engineered Solutions Corp.			1,955.00	Instrumentation Troubleshooting	51.56
Engineered Solutions Corp.			440.00	Computer Supports/Gates/SCADA/UASI	61.10
Engineered Solutions Corp.			2,297.50	Network Extension/Collection System	61.10
Engineered Solutions Corp.			6,815.00	Computer Support/Cameras/UASI	61.10
Environmental Resource Assoc.		20333	639.34	Qtrly Lab Samples/4 of 4	51.65
F.W. Webb Co.		20334	258.80	Assorted Gaskets/Shop Supplies	51.31
Fairfield Maintenance Inc.		20335	370.00	Ser/Incon Printer	51.31
Fairfield Maintenance Inc.		20336	295.00	Monthly UST Inspection/Sep'19	51.65
Ferraioli, Wielkotz, Cerullo & Cuva, P.A.		20337	6,000.00	Ser/May'19 Interim Report	51.57
Finch Fuel Oil Co. Inc.		20338	12,654.60	Fuel Oil/Plant (10/24)	51.13
Fisher Scientific		20339	881.71	Lab Supplies	51.42
Fisher Scientific		20340	9,401.33	Flaskscrubber Dishwasher & Upper Rack/Lab	61.10
Garden State Laboratories		20341	7,735.00	Chemical Anaylsis/Apr'19	51.65
GenServe		20342	2,790.00	Ser/ATS PM/PS'	51.33
Global Equipment Company, Inc.		20343	1,706.82	Hand Truck/Shop Tools	51.31
GovDeals		20344	121.87	Fee/Solar Gas Turbo Emergency Generator	4285
Grainger, Inc.		20345	2,520.65	Parts/Tools/Fixtures/Shop Supplies	51.31
Grainger, Inc.			42.48	Shop Towels/Houskeeping	51.41
Grainger, Inc.			2,172.42	Warning Lights/Body Belts	51.44
Graphic Controls & Aquisitions Corp.		20346	1,540.32	Pie Charts/Marker Pens/PS' Data Back-Up	51.31
Hach Company		20347	22.49	Lab Supplies	51.42
Home Depot		20348	161.10	Cordless Grinder/Shop Tools	51.31
Idexx Laboratories		20349	1,638.96	Collect & Tray Combo/Lab	51.42
Industrial Video and Control		20350	1,595.00	Cameras/Annual Software Support (1/1/20-1/1/21)	51.52
Interstate Waste Services		20351	762.62	Service/Sep'19	51.51
JAD Corporation of America		20352	717.00	Gloves/Operations	51.44
JCI Jones Chemicals, Inc.		20353	2,430.00	Sodium Hypochlorite	51.23
Jersey Central Power&Light		20354	13,681.65	Plant	51.11
Jersey Central Power&Light			3,373.35	Pumpstations	51.12
Kaman Automation, Inc.		20355	2,045.57	SCADA Parts/Front & Back Gates/UASI	61.10
Lorraine Tuohey		20356	700.00	Retiree Health Benefits Nov'19	21.12R
McMaster Carr Supply Co.		20357	1,664.93	Various Parts/Shop Supplies	51.31
Michael E. Solla		20358	700.00	Retiree Health Benefits Nov'19	21.12R
Mott MacDonald Group, Inc.		20359	1,164.70	Jockey Pump/CPS	51.53
Mott MacDonald Group, Inc.			1,750.00	Gen'l Consulting/Oct'19	51.53
Mott MacDonald Group, Inc.		20360	2,617.72	IPP Services/Aug-Sep'19	51.63
Mott MacDonald Group, Inc.		20361	5,996.19	IPP Services/Jul-Aug'19	51.63
Mott MacDonald Group, Inc.		20362	1,823.14	Unit Substations	61.10
Mott MacDonald Group, Inc.		20363	10,149.12	Deerpavaal Roof Replacement	61.10


Nestle Pure Life	20364	50.89	Water/Oct'19	51.14
New Jersey Manufacturers Ins. Co.	20365	8,225.22	W. Comp/Pym't #10 of 11	51.48
NJDEP/Annual Site Remediation LSRP	20366	890.00	Permit Fees	51.62
NJWEA, Registrar	20367	380.00	NJWEA Workshops/4 Employees	31.24
One Call Concepts	20368	143.28	One Call Messages/Sep'19	51.62
Optimum (Cablevision)	20369	147.19	Internet Service (10/16-11/15/19)	31.35
Passaic Valley Sewerage Commission	20370	39,008.00	Liquid Sludge (10/1-10/31/19)	51.55D
PSE&G	20371	139.31	PS/Jane Rd	51.12
PSE&G	20372	263.53	PS/Fairfield Rd	51.12
PSE&G		787.03	PS/Glenroy Rd	51.12
Pumping Services, Inc.	20373	1,614.90	Service/Auto Gates/CPS	51.32
R&D Trucking	20374	22,048.00	Sludge Removal 10/1-10/31/19	51.55H
Recchia Landscaping, Inc	20375	1,538.57	Lawn Maintenance/Oct'19	51.54
Sherwin Williams	20376	230.32	Paint/Operations	51.35
State of NJ/Pensions & Benefits/SHBP	20377	48,302.37	Health Benefits	21.12
TBSA/Donna Peteja	20378	389.43	Expenses/NJWEA Conference (10/8-10/9)	31.21
TBSA/Donna Peteja		300.00	Cell Phone Jun-Nov'19	31.35
TBSA/Ernest DeGraw	20379	89.52	Mileage & Tolls/NJWEA (10/8)	31.21
TBSA/Ernest DeGraw		300.00	Cell Phone Jun'19-Nov'19	31.35
TBSA/Joseph Gibson	20380	300.00	Cell Phone Jun-Nov'19	31.35
TBSA/Karen Napolitano	20381	20.88	Mileage/Seminar (10/18)	31.21
TBSA/Karen Napolitano		49.98	Admin & Board Mtg Supplies	31.33
TBSA/Nicholas Stein	20382	300.00	Cell Phone Jun-Nov'19	31.35
TBSA/Patrick Tuohey	20383	83.72	Mileage/Tolls/NJWEA Workshop (10/8)	31.21
TBSA/Patrick Tuohey		300.00	Cell Phone Jun-Nov'19	31.35
TBSA/Petty Cash	20384	105.85	Food/Board Mtg (10/9)	31.36
TBSA/Petty Cash		60.00	Title/New Ford F150	51.36
TBSA/Petty Cash		80.00	Flu Shots/4 Employees	51.47
TBSA/Richard Walter	20385	82.12	Mileage & Tolls/NJWEA Workshop (10/9)	31.21
TBSA/Richard Walter		300.00	Cell Phone Jun'19 -Nov'19	31.35
TBSA/Thomas Bongiovanni	20386	69.60	Mileage/Tolls/NJWEA Workshop (10/7)	31.21
TBSA/Thomas Bongiovanni		300.00	Cell Phone Jun-Nov'19	31.35
Tek-Sales Inc.	20387	19,176.00	Plug Valves/2nd Stg RAS Pumps	61.10
Tessco Technologies	20388	1,059.48	Lease Line Equipment/M13,M1,M15	61.10
Tessco Technologies	20389	7,198.01	Lease Line Equipment/M13,M1,M15	61.10
Travis, Inc.	20390	111,005.70	Contract 2018-1-Unit Substation Maint.	61.10
TRI-DIM Filter Corp.	20391	181.02	Air Filters/H & V	51.31
United Cooling & Refrigeration Inc.	20392	1,002.00	Repair/Heater/HVAC#1/Lab Wall HVAC	51.33
UPS	20393	15.78	Shipping Service	31.34
USA Blue Book	20394	1,065.36	Lab Supplies	51.42
USALCO Baltimore Plant, LLC	20395	5,997.99	Polyaluminum Chloride	51.25
Verizon	20396	1,157.91	Telephone (9/28-10/27)	31.35
Verizon		2,798.98	Lease Line (10/13-11/12)	31.37
Verizon Wireless	20397	239.48	Modems/Sep-Oct	31.37
W. B. Mason Co., Inc.	20398	1,079.12	Office Supplies/Calendars/Planners	31.33
W. B. Mason Co., Inc.		25.99	Duster Cleaners	51.41
W. B. Mason Co., Inc.		24.99	Wristrest	51.52
Wallington Plumbing & Heating Supply	20399	221.50	Parts/Shop Supplies	51.31
Waste Mgmt of NJ, Inc.	20400	1,582.09	8/10-Yard Dumpsters/Oct-Nov	51.51
Wayne Auto Supply	20401	26.52	Spare Oil Filters/PM	51.36
Wayne Electrical Supply	20402	383.25	Assorted Tools/Shop Supplies	51.31
William Murphy	20403	700.00	Retiree Health Benefits Nov'19	21.12R
Willis of New Jersey, Inc.	20404	207.24	Adding 2019 Ford F-150 Truck	51.48
Xylem Dewatering Solutions, Inc.	20405	1,228.48	Ser/Godwin Emergency Pump/PM	51.33

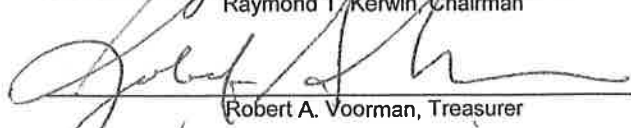
2019 BUDGET TOTAL

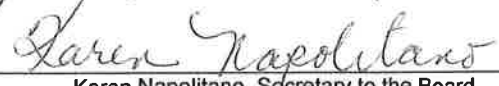
627,653.82

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 November 13, 2019.

Dated: November 13, 2019


Raymond T. Kerwin, Chairman


Robert A. Voorman, Treasurer


Karen Napolitano, Secretary to the Board

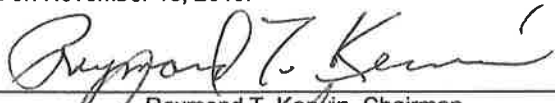
CONSTRUCTION
RESOLUTION #19-078

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 #980 through #985 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.

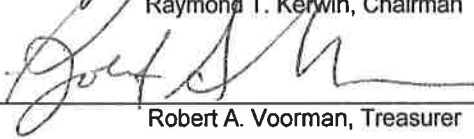
2018 BUDGET Payee	Ck#	Vou.#	Check Amt.	Description	Account
Cleary Giacobbe Alfieri Jacobs, LLC		980	277.50	Plant Improvements/Sep'19	84.41
Engineered Solutions Corp.		981	24,290.00	Project #1 Completion/Headworks	84.23
Mott MacDonald Group, Inc.		982	7,317.94	UST Removal	81.10
Mott MacDonald Group, Inc.		983	2,164.11	Odor Control Platform	84.23
Mott MacDonald Group, Inc.		984	13,724.78	Proj #1 Closeout Tasks/Eng Support	84.23
Worth & Company		985	0.00	WWTP Improvements/Pymt Estimate #43	84.24
2019 BUDGET TOTAL			47,774.33		

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 November 13, 2019.

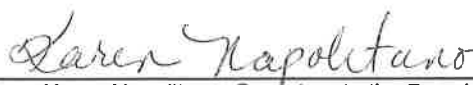
Dated: November 13, 2019



Raymond T. Kerwin, Chairman



Robert A. Voorman, Treasurer



Karen Napolitano, Secretary to the Board