

PEQUANNOCK, LINCOLN PARK, AND FAIRFIELD SEWERAGE AUTHORITY
REGULAR MEETING MINUTES
October 8, 2025

The Regular Meeting of the Pequannock, Lincoln Park, and Fairfield Sewerage Authority was held on Wednesday, October 8, 2025, at 4:30 p.m. in the Administration Building, 188 Lincoln Boulevard, Lincoln Park, New Jersey. Chairman Kohle called the meeting to order at 4:30 p.m.

ROLL CALL

Members Present: Raymond Verdonik, Robert Voorman, Arthur Schmidt, Thomas Boorady (*arrived 4:31 pm*), Jerry Notte, Anthony Campisi, David Kohle

Absent: David Runfeldt

Also Present: Thomas Bongiovanni, Executive Director; Ernest DeGraw, Plant Superintendent, Brian Carey, Authority Engineer; Karen Napolitano, Secretary; Victoria Holmes, Cleary Giacobbe; John Scheri, Mott MacDonald

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 Lincoln Park, 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 notice thereof to the Herald News, Record, and Suburban Trends newspapers.

MINUTES APPROVAL

Mr. Notte called for a motion to approve the Regular Meeting Minutes of September 10, 2025, seconded by Mr. Voorman.

AYES: Notte, Voorman, Verdonik, Schmidt, Boorady, Kohle

ABSTAINED: Campisi

ABSENT: Runfeldt

REPORTS OF COMMITTEES

FINANCE

Mr. Notte presented the Treasurer's Report for the month of October (copy attached), the monthly financial reports for Mott MacDonald and Cleary Giacobbe, and the vouchers. He recommended the vouchers be paid as presented.

PURCHASING and PERSONNEL

Mr. Campisi presented the Personnel Actions for the month of October.

PLANT OPERATIONS

Mr. Schmidt referred to the Operations Report on the table. Mr. DeGraw noted that the plant is operating well.

PLANNING and EXPANSION

Mr. Boorady had nothing to report.

CONSTRUCTION

Mr. Verdonik referred to the Construction Report on the table, noting that the boiler project is ongoing. Mr. Verdonik also discussed his attendance at WEFTEC. Mr. Carey reported that there is a progress meeting on Thursday for the boiler project and startup is possible as soon as the end of October. He also reported the electrical testing was done last week on the substations, and the

motor control centers will be done within a few weeks. The Jane Road project is going well and is on schedule.

INSURANCE and LEGISLATIVE REVIEW

Mr. Voorman had nothing to report.

LEGAL and PUBLIC RELATIONS

Mr. Runfeldt was absent. Mr. Boorady had a question regarding public notices and a discussion ensued.

MANAGEMENT REPORT

Mr. Bongiovanni reported that meetings were held with the staff to discuss the large increases in healthcare costs and plan options available during open enrollment. He also reported that the Authority is exploring the use of an insurance agent to assist in researching healthcare options going forward. A discussion ensued.

ENGINEER'S REPORT

Mr. Scheri referred to the monthly Engineer's Report on the table and brought the members up to date on all on-going projects. Mr. Carey reported that preparations for the lower roof project have begun, noting that the project will be procured through a cooperative, as was done for the Admin Building roof.

UNFINISHED BUSINESS: FY 2026 Proposed Budget Review

Mr. Bongiovanni reported that no comments on the TBSA budget from the Participants had been received. Both the DCA and TBSA Budgets will be on the November agenda for adoption as scheduled.

NEW BUSINESS: 10-Year Summary of Costs and Revenues

Ms. Napolitano referenced the report and memo on the table. She summarized the report, noting that expenses were up 23% over the last 10 years, primarily due to normal inflationary increases. She also noted that energy costs have increased significantly since 2020. Overall increases in Participant Payments increased by 14% over the past 10 years which is significantly less than the 28% increase in the Consumer Price Index over the same period.

NEW BUSINESS: FY 2025 Preliminary User Charge Adjustments

Mr. Bongiovanni referred to the Preliminary User Charge Adjustments on the table, noting the total adjustment currently stands at about \$713,000. An updated report will be provided next month.

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:

RESOLUTION #25-053: Contract 2023-1, Change Order CM-001

WHEREAS, the Pequannock, Lincoln Park, and Fairfield Sewerage Authority (the "Authority") has entered into Contract 2023-1 with DeSesa Engineering Company, Inc. for the Solids Building Boiler Replacement and Mechanical Improvements; and

WHEREAS, it has been determined that it is necessary to increase the contract for additional work; 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 Modification CM-001 is hereby approved as follows:

CM-001 - Increase in contract amount not to exceed \$18,731.00.

MOTIONED BY: Mr. Voorman; SECONDED BY: Mr. Campisi

AYES: Voorman, Campisi, Verdonik, Schmidt, Boorady, Notte, Kohle

ABSENT: Runfeldt

RESOLUTION #25-054: Authorize Engineering Services for South Side Pumping Station Jockey Pump and Comminutors

WHEREAS, the Pequannock, Lincoln Park, and Fairfield Sewerage Authority (hereinafter the "Authority"), has a need for Engineering Services for the South Side Pumping Station Jockey Pump and Comminutors; and

WHEREAS, the Authority has determined that Mott MacDonald's (hereinafter "MM") proposal dated September 3, 2025 meets the needs of the Authority; and

WHEREAS, by Resolution dated February 12, 2025, 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 South Side Pumping Station Jockey Pump and Comminutors; 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 South Side Pumping Station Jockey Pump and Comminutors, in accordance with its September 3, 2025 proposal, in an amount not to exceed \$115,000.00.

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

MOTIONED BY: Mr. Verdonik; SECONDED BY: Mr. Notte

AYES: Verdonik, Notte, Voorman, Schmidt, Boorady, Campisi, Kohle

ABSENT: Runfeldt

RESOLUTION #25-055: Operating Fund Vouchers Approval (copy attached)

MOTIONED BY: Mr. Notte; SECONDED BY: Mr. Boorady

AYES: Notte, Boorady, Verdonik, Voorman, Schmidt, Campisi, Kohle

ABSENT: Runfeldt

RESOLUTION #25-056: Construction Fund Vouchers Approval (copy attached)

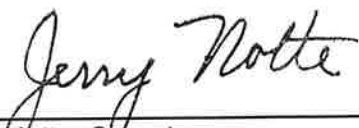
MOTIONED BY: Mr. Verdonik; SECONDED BY: Mr. Voorman

AYES: Verdonik, Voorman, Schmidt, Boorady, Notte, Campisi, Kohle

ABSENT: Runfeldt

ADJOURNMENT

There being no further business to come before the Authority, on motion by Mr. Voorman, seconded by Mr. Verdonik and all in favor, the meeting was adjourned at 4:50 p.m.



Jerry J. Notte, Secretary
Dated: October 08, 2025



Karen Napolitano, Recording Secretary

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY

TREASURER'S REPORT

October 8, 2025

Period Ending September 30, 2025

ACCOUNT BALANCES:

OPERATIONS AND ADMINISTRATION

Revenue Account	\$8,376,713.95	
Revenue - NJCMF	\$4,079,621.05	
Revenue - CD	\$4,519,905.87	
Operating Checking Account	143,687.27	
Payroll Checking Account	251,367.42	
Renewal & Replacement - NJCMF	3,534,674.09	
Renewal & Replacement - CD	<u>4,466,249.99</u>	\$25,372,219.64

CONSTRUCTION AND GENERAL

Construction Fund	\$986,727.88	
Construction Fund - CD	<u>4,524,816.29</u>	<u>5,511,544.17</u>

TOTAL FUNDS SEPTEMBER 30, 2025		<u><u>\$30,883,763.81</u></u>
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MONTHLY EXPENDITURES:

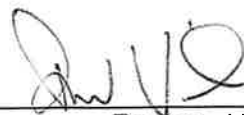
OPERATIONS AND ADMINISTRATION

Operating Bills	\$317,928.35 *	
Payroll - Salaries & Wages	221,716.56	
- Benefits	70,070.35 *	
- Taxes	<u>15,814.46</u>	\$625,529.72

CONSTRUCTION		<u>889,951.01 *</u>
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TOTAL EXPENDITURES FOR SEPTEMBER 2025		<u><u>\$1,515,480.73</u></u>
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* Amount shown has not been deducted from above account balances.



Raymond Verdonik, Treasurer



Karen Napolitano, Secretary to the Board

OPERATING
RESOLUTION #25-055

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 #26115 through #26207 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.

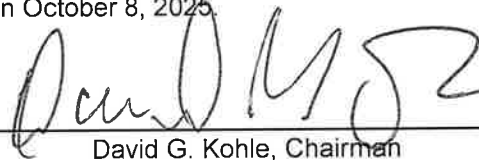
Payee	Check #	Voucher #	Amount	Description	Account
Accurate Pest Control, Inc.		26115	284.17	Pest Control/Sep'25 & Cicada Killers	51.41
Allen Paper & Supply Co.		26116	1,633.03	Cleaning Supplies	51.41
Amazon		26117	368.21	Utility Cart/Admin	31.31
Amazon			313.60	Office Supplies	31.33
American Air Filter Company		26118	893.50	Air Filters/Shop Supplies	51.31
American Wear		26119	353.08	Uniforms	51.43
American Wear		26120	107.24	Uniforms	51.43
AP/Certified Testing		26121	575.00	Field Test/Backflow Preventor/Plant&PS'	51.65
Blue Diamond Disposal, Inc.		26122	527.00	Garbage Disposal/Sep'25	51.51
Blue Diamond Disposal, Inc.		26123	1,431.30	Grit & Screening/Sep'25	51.51
Borough of Lincoln Park Water		26124	450.00	Two Bridges Hydrants (6/1-8/31/25)	51.14
Broadvoice		26125	741.36	Telephone (9/21-10/20/25)	31.35
Cintas First Aid & Safety		26126	280.85	Re-Stock First Aid Kits	51.44
CJ Vanderbeck and Son, Inc.		26127	1,920.00	Annual ACA Boiler Emission Testing	51.33
Clark/BDS		26128	61.73	Belts/Shop Supplies/PM	51.31
Cleary Giacobbe Alfieri Jacobs		26129	1,072.00	General & Retainer thru Aug'25	51.58
Costello's Hardware		26130	9.38	Bottled Water/Shop Supplies	51.14
Costello's Hardware			25.37	Wireless Thermometer/Shop Supplies	51.31
Costello's Hardware			45.87	Paint Brushes/Thinner/Shop Supplies	51.35
Costello's Hardware			44.99	Stick Vacuum/Operations	51.41
Costello's Hardware			99.23	Grass Seed & Potting Soil/Operations	51.54
Cummins Inc.		26131	1,505.26	PM Service/Plant UV Generator	51.33
Direct Energy		26132	47,498.05	Plant (8/21-9/19/25)	51.11
Divita Balance Service Co.,LLC		26133	585.00	Maintenance &Calibration/Lab	51.65
Donna Peteja		26134	698.26	Retiree Health Benefits/Oct'25	21.12R
Engineered Solutions Corp.		26135	2,500.00	Remote Computer Access Subscription	51.52
Engineered Solutions Corp.			6,570.20	Computer Support/Operations	51.52
Engineered Solutions Corp.			2,023.50	Instrumentation Troubleshooting	51.56
Eurofins Lancaster Labs		26136	1,630.50	Quarterly PFAS Sampling/Plant	51.65
Fairfield Maintenance Inc.		26137	325.00	Monthly UST Inspection/Sept'25	51.65
Fairfield Maintenance Inc.		26138	2,153.00	Annual UST Compliance Testing	51.65
FedEx		26139	171.56	Postage/Eurofin Lab	61.10
Fisher Scientific		26140	738.59	Lab Supplies	51.42
Flow Assessment Services LLC		26141	3,579.30	Service/Calibration of M3,M13,M14,M15	51.56
Gannett Media Corp		26142	105.00	Legal Notice 2024 Audit	31.32
Garden State Laboratories		26143	5,119.10	Chem Analysis/Aug'25/IPP/Effluent Testing	51.65
Global Equipment Company, Inc.		26144	3,834.94	Gantry Crane/Fender Bumpers	51.31
Grainger, Inc.		26145	4,856.41	Shop Supplies/PAC/Scavenger PS	51.31
Grainger, Inc.			291.68	Cleaning Supplies	51.41
Grainger, Inc.			315.11	Safety Supplies	51.44
Health Equity/WageWorks		26146	75.00	HC FSA Admin Fee/Sep'25	31.38
Home Depot		26147	415.76	Extension Cords/Channellocks/Circular Saw	51.31
Home Depot			97.74	Paint Supplies/Operations	51.35
Home Depot			70.06	Outdoor Cleaner/Insect Traps/Operations	51.41

Payee	Check #	Voucher #	Amount	Description	Account
Home Depot			21.47	Chain Saw Blade/Shop Supplies	51.54
In-Line Air Conditioning Co., Inc.		26148	2,249.01	Replace Faulty Expansion Valve/HVAC #2	51.33
In-Line Air Conditioning Co., Inc.		26149	6,305.74	Repair Compressor #2 for RTU #2	61.10
Institute for Prof. Development		26150	150.00	Webinars/2 Employees	31.24
Jersey Central Power & Light		26151	12,994.32	Plant	51.11
Jersey Central Power & Light			6,633.53	Pumpstations	51.12
Koester Associates, Inc.		26152	5,524.63	Walker Butterfly Valves/ML Channels	61.10
Lorraine Tuohey		26153	700.00	Retiree Health Benefits/Oct,25	21.12R
Michael E. Solla		26154	1,400.00	Retiree Health Benefits/Sep/Oct'25	21.12R
Miller Energy Inc.		26155	696.60	ABB VFD Speed Control/PAC Transfer Pump	51.31
Miller Energy Inc.		26156	2,337.82	Quarterly Calibration/PS Flowmeters	51.56
Miller Energy Inc.		26157	6,131.74	Flow Meter/Remote Trans/ 2nd Stg WAS	61.10
Momar, Inc.		26158	2,387.80	Passage Blocks/PS Grease Control	51.21
Mott MacDonald Group, Inc.		26159	133.37	GIS Services	51.53
Mott MacDonald Group, Inc.			1,298.40	SDB Lower Roof	51.53
Mott MacDonald Group, Inc.		26160	2,400.00	General Consulting/Sep'25	51.53
Mott MacDonald Group, Inc.		26161	261.78	LSRP Services/Gas USTs	51.63
Mott MacDonald Group, Inc.			333.53	LSRP Services	51.63
Mott MacDonald Group, Inc.		26162	1,314.90	Permitting Services	51.63
Mott MacDonald Group, Inc.		26163	4,896.93	IPP Services 2025-2026	51.63
Mott MacDonald Group, Inc.		26164	11,303.30	Jane Road PS Upgrade	61.26c
Mott MacDonald Group, Inc.		26165	400.11	Electrical Maintenance & Testing	61.28c
Mott MacDonald Group, Inc.		26166	687.03	Administration Building Roof	61.29e
New Jersey Manufacturers Ins. Co.		26167	8,044.00	Workers Compensation	51.48
New Jersey Natural Gas		26168	55.72	Lincoln Blvd Garage (8/13-9/11/25)	51.11
NJBIA/Member Dues		26169	690.00	Membership Dues	31.22
NJDEP/Air Quality Permit Prog		26170	235.00	Amendment Fee	51.62
North Jersey Pump & Controls, LLC		26171	945.49	Surge Protectors/Shop Supplies	51.31
Omni Services, Inc.		26172	732.00	Braided Hose//Shop Supply	51.31
One Call Concepts		26173	100.60	One Call Messages/Sep'25	51.62
Optimum		26174	180.33	Internet Service (9/16-10/15/25)	31.35
Optimum Fiber		26175	175.00	Fiber Service (9/16-10/15/25)	31.35
Passaic Valley Sewerage Comm		26176	47,476.25	Liquid Sludge Disposal (9/1-30/25)	51.55D
Pitney Bowes Credit Corp.		26177	184.44	Postage Meter Lease/Jul'25-Oct'25	31.34
Power Place		26178	181.95	Parts/Riding Mower	51.54
Primepoint, LLC		26179	258.70	Payroll Processing/Sep'25	31.38
Primo Brands		26180	77.95	Water/Sep'25	51.14
PSE&G		26181	4,438.25	Glenroy Road	51.12
PSE&G		26182	4,823.91	Jane & Fairfield Roads	51.12
Pumping Services, Inc.		26183	5,420.00	Spare Parts/PS PLC	61.10
Raritan Supply Company		26184	2,220.72	Plugs/T-Bolts/Gaskets/Valves/Shop Supplies	51.31
R&D Trucking		26185	36,981.50	Sludge Removal (9/1-30/25)	51.55R
Recchia Landscaping, Inc		26186	2,005.00	Lawn Maintenance/Sep'25	51.54
Robert N. Bongiovanni		26187	700.00	Retiree Health Benefits/Oct'25	21.12R
Sherwin Williams		26188	1,027.72	Paint/Shop Supplies & Operations	51.35
Skyline Environmental, Inc.		26189	450.00	2024 TBSA/NJDOH RTK Survey	51.64
State of NJ/Pensions & Benefits		26190	83,579.09	Health & Dental Benefits	21.12
Suburban Energy Services		26191	206.53	Propane	51.26
TBSA/Karen Napolitano		26192	179.96	Office Supplies/Plant/Admin	31.33
TBSA/Matthew Keller		26193	348.00	Manuals/UEI Water Program	31.24
TBSA/Petty Cash		26194	29.96	Mileage/Bank & PO	31.21

Payee	Check #	Voucher #	Amount	Description	Account
TBSA/Petty Cash			4.50	Miscellaneous/Cards	31.36
TBSA/Petty Cash			71.87	Food/Board Mtg (9/10)	31.36
TBSA/Petty Cash			6.58	Ice/Lab	51.42
TBSA/Petty Cash			55.98	Food/SHBP Meeting (9/23)	51.47
TBSA/Petty Cash			80.00	Flu Vaccines	51.64
Township of Fairfield		26195	242.25	Water/Pumpstations (6/18-9/17/25)	51.14
United Business Systems/LEAF		26196	603.00	Canon Copier Lease	31.31
USA Blue Book		26197	216.50	Fragrance Blocks/Odor Control	51.21
USA Blue Book			390.19	Shop Supplies/Gate Lever Thickener	51.31
USA Blue Book			1,157.80	Lab Supplies	51.42
USALCO Baltimore Plant, LLC		26198	24,107.62	Polyaluminum Chloride	51.25
Verizon		26199	405.88	Telephone (9/17-10/16/25)	31.35
Verizon Wireless		26200	380.50	PS Modems (9/2-10/1/25)	31.35
VSP Vision Insurance Co. (CT)		26201	383.38	Vision Insurance/Oct'25	21.12
W. B. Mason Co., Inc.		26202	485.77	Office Supplies	31.33
Wallington Plumbing & Heating		26203	1,158.88	Parts/Shop Supplies	51.31
Wayne Auto Supply		26204	12.64	Spark Plugs/Shop Supplies	51.36
Wayne Electrical Supply Company		26205	2,434.57	Parts/Shop Supplies/PS'/Street Light Repair	51.31
WEX Bank/Quick Chek		26206	286.90	Fuel Purchases/Sep'25	51.34
William Murphy		26207	700.00	Retiree Health Benefits/Oct'25	21.12R
2025 BUDGET TOTAL			401,890.82		

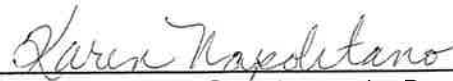
IT IS HEREBY CERTIFIED, this is a true and correct copy of a Resolution adopted on Roll Call at a Regular Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority held on October 8, 2025.

Dated: October 8, 2025


David G. Kohle, Chairman



Raymond Verdonik, Treasurer



Karen Napolitano, Secretary to the Board

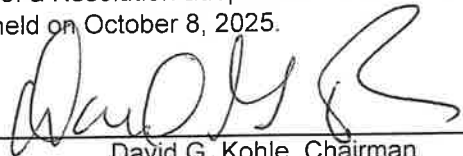
CONSTRUCTION
RESOLUTION #25-056

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 #1104 through #1105 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	Check #	Voucher #	Amount	Description	Account
DeSesa Engineering Company		1104	879,825.38	Boiler Project/Pymt #4	81.62
Mott MacDonald Group, Inc.		1105	10,125.63	Solids Building Boiler Replacement	81.63
2025 BUDGET TOTAL			889,951.01		

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 October 8, 2025.

Dated: October 8, 2025



David G. Kohle, Chairman



Raymond Verdonik, Treasurer



Karen Napolitano, Secretary to the Board