

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
REGULAR MEETING MINUTES
June 12, 2024

The Regular Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority was held on Wednesday, June 12, 2024 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: Arthur Schmidt, Thomas Boorady, Raymond Verdonik, Robert Voorman, Anthony Campisi, David Kohle

Absent: David Runfeldt, Jerry Notte (*both excused*)

Also Present: Thomas Bongiovanni, Executive Director; Ernest DeGraw, Plant Superintendent; Brian Carey, Authority Engineer; Karen Napolitano, Secretary, Matthew Marotta, 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: May 15, 2024 (Regular Meeting)

Mr. Voorman called for a motion to approve the Regular Meeting Minutes of May 15, 2024, seconded by Mr. Boorady.

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

REPORTS OF COMMITTEES

FINANCE

Mr. Notte was absent. Mr. Kohle referred to the Treasurer's Report for the month of June (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

There were no Personnel Actions for the Month of June.

PLANT OPERATIONS

Mr. Schmidt referred to the Operations Report on the table, noting that the flows were down. Mr. DeGraw reported that all is quiet at the plant.

PLANNING and EXPANSION

Mr. Boorady had nothing to report.

CONSTRUCTION

Mr. Verdonik had nothing to report. Mr. Bongiovanni reported that the work on the Deepavaal Force Main break was successfully completed. Trees will be planted in the easement area and the final paving will be done through an interlocal agreement with Fairfield.

INSURANCE and LEGISLATIVE REVIEW

Mr. Voorman had nothing to report. Mr. Marotta reported the Governor signed into law the amendments to the OPRA regulations.

LEGAL and PUBLIC RELATIONS

Mr. Runfeldt was absent.

MANAGEMENT REPORT

Mr. Bongiovanni reported that we are still waiting on the pension numbers from the State to finalize the Audit Report. He also discussed the DEP permit fees in the correspondence file. The DEP annual fee, based on effluent quality, was originally assessed at ~\$39,000.00. Some of the data that was used to calculate this fee was taken during a planned partial Plant shutdown. Since TBSA received an Affirmative Defense for this work, the data gathered during this period should not be considered. Mr. DeGraw and Mr. Tillery spearheaded the appeal, and the fee was ultimately reduced to ~\$20,000.00.

ENGINEER'S REPORT

Mr. Scheri referred to the monthly Engineer's Report provided and brought the members up to date on all on-going projects.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

CORRESPONDENCE

None

PUBLIC DISCUSSION

There was no public present.

RESOLUTIONS:

RESOLUTION #24-034: Operating Vouchers Approval (copy attached)

MOTIONED BY: Mr. Voorman; SECONDED BY: Mr. Campisi
AYES: Voorman, Campisi, Verdonik, Schmidt, Boorady, Kohle
ABSENT: Runfeldt, Notte

RESOLUTION #24-035: 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:

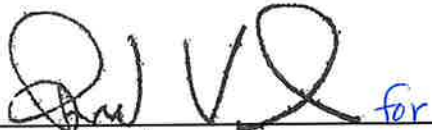
1. The following matters are to be discussed by the Authority on a confidential basis as provided for in Section 7B of the Act:
 - a. Project Issues
2. The matters will be considered at this meeting and the public shall not be admitted to this discussion.
3. It is not known when or if the matters to be discussed in closed session can be disclosed to the public.

On motion by Mr. Verdonik, seconded by Mr. Boorady, and all in favor, Closed Session was approved.

The meeting went into Closed Session at 4:41 p.m. and reconvened to the public at 4:44 p.m.

ADJOURNMENT

There being no further business to come before the Authority, on motion by Mr. Boorady, seconded by Mr. Verdonik, and all in favor, the meeting was adjourned at 4:44 p.m.

Handwritten signature of Jerry J. Notte in black ink, with the word "for" written in blue ink to the right of the signature.

Jerry J. Notte, Secretary
Dated: June 12, 2024

Handwritten signature of Karen Napolitano in black ink.

Karen Napolitano, Recording Secretary

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY

TREASURER'S REPORT

Board Meeting 6/12/24

Period Ending May 31, 2024

ACCOUNT BALANCES:

OPERATIONS AND ADMINISTRATION

Revenue Account	\$10,789,302.61	
Revenue - CD	\$7,481,243.45	
Operating Checking Account	80,260.34	
Payroll Checking Account	237,007.45	
Renewal & Replacement -NJCMF	2,305,286.34	
Renewal & Replacement - CD	<u>4,204,534.25</u>	\$25,097,634.44

CONSTRUCTION AND GENERAL

Construction Improvements	\$1,710,886.06	
Certificates of Deposit - Construction	<u>4,192,177.78</u>	<u>5,903,063.84</u>

TOTAL FUNDS MAY 31, 2024

\$31,000,698.28

MONTHLY EXPENDITURES:

OPERATIONS AND ADMINISTRATION

Operating Bills	\$349,444.39 *	
Payroll - Salaries & Wages	199,928.23	
- Benefits	51,730.43 *	
- Taxes	<u>14,486.86</u>	\$615,589.91

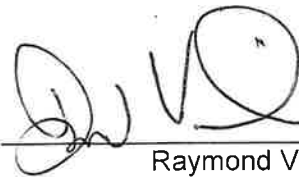
CONSTRUCTION

0.00 *

TOTAL EXPENDITURES FOR MAY 2024

\$615,589.91

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



Raymond Verdonik, Treasurer



Karen Napolitano, Secretary to the Board

OPERATING
RESOLUTION #24-034

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 #24694 through #24774 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.

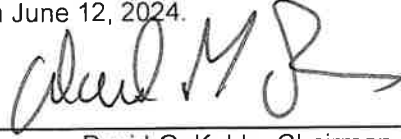
Payee	Check #	Voucher #	Amount	Description	Account
A.C. Schultes, Inc.		24694	9,574.00	Repair Lift Pump/1st Stage RAS #3	61.10
Accurate Pest Control		24695	89.17	Pest Control/May'24	51.41
AM Zaccagnino Technical Service		24696	1,620.00	Emergency Repairs/UV System	51.33
Amazon		24697	258.93	Office Supplies	31.33
Amazon			550.05	Retractable Hose Reels/Pressure Filter	51.31
American Wear		24698	311.20	Uniforms	51.43
Blue Diamond Disposal, Inc.		24699	470.80	Monthly Garbage Disposal/Jun'24	51.51
Borough of Lincoln Park Water		24700	450.00	Two Bridges Hydrants (3/1-5/31/24)	51.14
Broadvoice		24701	733.36	Telephone (5/21-6/20/24)	31.35
Cleary Giacobbe Alfieri Jacobs, LLC		24702	1,980.00	General & Retainer Apr'24	51.58
Costello's Hardware		24703	87.32	Shop & Operations Supplies	51.31
Costello's Hardware			51.24	Paint Supplies	51.35
Costello's Hardware			114.93	Housekeeping Supplies	51.41
Costello's Hardware			220.76	Weed Killer/Garden Sprayers	51.54
Direct Energy Business		24704	43,697.64	Plant Electric	51.11
Direct Energy Business			270.65	Pumpstation Electric	51.12
Donna Peteja		24705	630.09	Retiree Health Benefits/Jun'24	21.12R
Electronic Drives and Controls		24706	1,062.75	Troubleshoot Hydraulic Pump/UV System	51.32
Engineered Solutions Corp.		24707	2,872.38	Computer Support/Operations	51.52
Engineered Solutions Corp.			544.00	Instrumentation Troubleshooting	51.56
Engineered Solutions Corp.			5,033.50	Network Upgrade 2024	61.10
Fairfield Maintenance Inc.		24708	601.23	Checked Failed Scald Test/Fuel Oil Tanks	51.33
Fairfield Maintenance Inc.		24709	358.00	Monthly UST Inspection//May'24	51.62
Fisher Scientific		24710	2,507.52	Lab Supplies	51.42
Flow Assessment Services LLC		24711	2,962.80	Calibration of M3,M13,M14,M15	51.56
Gannett Media Corp		24712	133.78	Bid & Legal Notices	31.32
Garden State Laboratories		24713	3,900.00	Chemical Analysis/Apr'24	51.65
Grainger, Inc.		24714	3,173.11	Shop Supplies/VFD Install/Dehumidifier	51.31
Grainger, Inc.			305.84	High Visibility Vests/Oxygen Sensors	51.44
Grainger, Inc.			71.32	Owl Decoy/Plant	51.54
Hach Company		24715	2,611.24	Pump Assemblies/M-3 Sampler	51.31
Home Depot		24716	53.90	Primechime Video Doorbell/Shop Supplies	51.31
Home Depot			47.76	Engine Oil/Shop Supplies	51.34
Home Depot			29.24	Paint Supplies	51.35
Home Depot			92.75	Dish Soap/Outdoor Cleaner	51.41
Home Depot			234.79	Bug Zapper/Weed & Insect Killer	51.54
Idexx Laboratories		24717	1,627.20	Lab Supplies	51.42
Jersey Central Power & Light		24718	13,094.41	Plant Electric	51.11
Jersey Central Power & Light			207.10	Pumpstation Electric	51.12
Loraine Tuohey		24719	1,400.00	Retiree Health Benefits May & Jun'24	21.12R
Magnum Vac Service LLC		24720	3,100.00	Jetting Sanitary Sewers WWTP Property	51.33
McMaster-Carr Supply Co.		24721	345.45	Shop Supplies/SPS Wet Well Pipe	51.31
MGL Printing Solutions		24722	222.00	Operating Checks	31.33
Michael E. Solla		24723	700.00	Retiree Health Benefits Jun'24	21.12R
Mott MacDonald Group, Inc.		24724	2,300.00	General Consulting/May'24	51.53
Mott MacDonald Group, Inc.		24725	991.05	Stage 2 Structural Inspection	51.53
Mott MacDonald Group, Inc.			8,332.64	Deepavaal FM	51.53
Mott MacDonald Group, Inc.			9,048.12	Stage 1 Aeration	51.53

Payee	Check #	Voucher #	Amount	Description	Account
Mott MacDonald Group, Inc.		24726	7,393.74	IPP Services 2024-2025	51.63
Mott MacDonald Group, Inc.		24727	3,158.64	Solids Building Boiler Replacement	61.25e
Mott MacDonald Group, Inc.		24728	15,247.44	Jane Road PS Upgrade	61.26e
National Water Main Cleaning Co.		24729	3,785.25	Clean & CCTV Sewer- DPS FM Repair Plan	61.24
New Jersey Manufacturers Ins. Co.		24730	8,312.00	Workers Comp/Pym't #6 of 11	51.48
NJDEP/Annual Site Remediation		24731	1,210.00	Permit Fees/Soil & Groundwater	51.62
NJDEP/NJPDES Permit		24732	19,986.95	Envir Reg. DST180001/DSW190002	51.62
North Jersey Pump & Controls, LLC		24733	1,237.00	Level Transducer/DPS	51.31
Omni Services, Inc.		24734	510.00	Grease Couplers/PVC Hose/Shop Supplie	51.31
One Call Concepts		24735	85.43	One Call Messages/May'24	51.62
One Water Consulting		24736	221.25	Reviewed PFAS Results & Draft Letter	51.65
Optimum		24737	180.13	Internet Service (5/16-6/15/24)	31.35
Optimum Fiber		24738	168.06	Fiber Service (5/16-6/15/24)	31.35
Pace Analytical Services, LLC		24739	1,701.00	PFAS Testing	51.65
Passaic Valley Sewerage		24740	41,728.75	Liquid Sludge Disposal (5/1-5/31/24)	51.55D
Power Place		24741	59.98	Chain Loop Part/Riding Mower	51.54
Primepoint, LLC		24742	241.96	Payroll Processing/May'24	31.38
PSE&G		24743	2,547.37	Jane & Fairfield Roads Electric	51.12
PSE&G		24744	3,721.94	Glenroy Road Electric	51.12
R&D Trucking		24745	23,983.05	Sludge Removal (5/1-5/31/24)	51.55H
Recchia Landscaping, Inc		24746	1,970.71	Lawn Maintenance/May'24	51.54
Rich Tree Service, Inc.		24747	3,960.00	Tree Removals/Remove Debris/DPS	51.54
Robert Bongiovanni		24748	700.00	Retiree Health Benefits Jun'24	21.12R
Sherwin Williams		24749	11.40	Degreaser/Shop Supplies	51.31
Sherwin Williams			685.85	Paint & Supplies	51.35
Skyline Environmental, Inc.		24750	10,280.00	Health & Safety Training	51.64
State of NJ/Employer Accounts		24751	3,920.00	State Reimbursement/QE:12/31/22	3102
State of NJ/Pensions & Benefits		24752	62,411.25	Health & Dental Benefits	21.12
TBSA/Brian Carey		24753	741.85	Travel Expenses/NJWEA Conf (5/5-9)	31.21
TBSA/Ernest DeGraw		24754	886.33	Travel Expenses/NJWEA Conf (5/6-10)	31.21
TBSA/Ernest DeGraw			239.00	Safety Shoes	51.43
TBSA/Jason Tillery		24755	784.57	Travel Expenses/NJWEA Conf (5/6-9)	31.21
TBSA/Karen Napolitano		24756	152.96	Office Supplies	31.33
TBSA/Nicholas Stein		24757	63.73	Mileage & Tolls/ESCNJ Expo (5/21)	31.21
TBSA/Nicholas Stein			669.49	Travel Expenses/NJWEA Conf. (5/7-9)	31.21
TBSA/Patrick Tuohey		24758	821.49	Travel Expenses/NJWEA Conf (5/6-10)	31.21
TBSA/Petty Cash		24759	29.21	Bank & PO Mileage	31.21
TBSA/Petty Cash			119.86	Food/Board Meeting (5/15)	31.36
TBSA/Petty Cash			11.96	Ice/Lab	51.42
TBSA/Richard Walter		24760	219.06	Mileage & Tolls/DPS FM to Corrosive Labs	31.21
TBSA/Richard Walter			436.33	Travel Expenses/NJWEA Conf (5/7-9)	31.21
TBSA/Roger Schuch		24761	250.45	Mileage & Tolls/NJWEA Conf (5/7)	31.21
TBSA/Thomas Bongiovanni		24762	783.72	Travel Expenses/NJWEA Conf (5/6-11)	31.21
United Equipment & Fabricators		24763	2,231.66	Fiberglass Grating/DPS	51.31
USA Blue Book		24764	386.89	Cap Membrane Kit/Lab	51.42
USALCO Baltimore Plant, LLC		24765	11,603.52	Polyaluminum Chloride	51.25
Verizon		24766	399.42	Telephone (5/17-6/24/24)	31.35
Verizon Wireless		24767	381.48	PS Modems	31.37
VSP Vision Insurance		24768	347.81	Vision Insurance/Jun'24	21.12
W. B. Mason Co., Inc.		24769	265.72	Office Supplies	31.33
Wallington Plumbing & Heating		24770	426.10	Dielect Union/Shop Supplies	51.31
Wayne Auto Supply		24771	507.70	DFT Batteries/DPS Generator	51.31
Wayne Auto Supply			46.44	Oil/Trucks PM	51.34
Wayne Auto Supply			150.08	Oil Filters/Air Elements/Trucks PM	51.36
Wayne Electrical Supply Company		24772	1,980.64	Parts/LEDs/2nd Stg/1st Stg/Outfall Deck	51.31

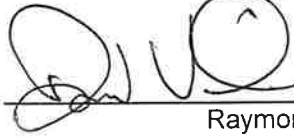
Payee	Check #	Voucher #	Amount	Description	Account
William Murphy		24773	700.00	Retiree Health Benefits Jun'24	21.12R
Willis of New Jersey, Inc.		24774	4,275.00	Public Officials Liability Insurance	31.15
Willis of New Jersey, Inc.			33,450.00	Insurance Renewal w/Auto Pymt. #3	51.48
2024 BUDGET TOTAL			411,855.64		

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 12, 2024.

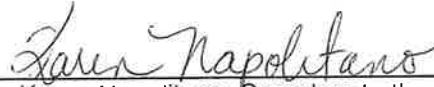
Dated: June 12, 2024



David G. Kohle, Chairman



Raymond Verdonik, Treasurer



Karen Napolitano, Secretary to the Board