

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
REGULAR MEETING MINUTES
March 20, 2024

The Regular Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority was held on Wednesday, March 20, 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: Raymond Verdonik, Robert Voorman, Arthur Schmidt, Thomas Boorady, Anthony Campisi, David Kohle

Absent: David Runfeldt, Jerry Notte

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: February 14, 2024 (Reorganization Meeting & Closed Session)

Mr. Voorman called for a motion to approve the Regular & Closed Session Meeting Minutes of February 14, 2024, seconded by Mr. Campisi.

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

ABSENT: Runfeldt, Notte

REPORTS OF COMMITTEES

FINANCE

Mr. Notte was absent. Mr. Bongiovanni referred to the Treasurer's Report for the month of March (copy attached), the monthly financial reports for Mott MacDonald and Cleary Giacobbe, and the vouchers. He noted that the expenditures are higher this month due to the annual pension payment. He recommended the vouchers be paid as presented.

PURCHASING and PERSONNEL

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

PLANT OPERATIONS

Mr. Schmidt referred to the Operations Report on the table. Mr. DeGraw reported that there was a minor flood from March 10th through the 12th, which peaked at 18.5 million gallons. The front road was closed for a week. We were not forced to shut the plant down and we stayed in compliance for the entire event.

Mr. Bongiovanni reported on a Deepavaal Force Main break which was discovered yesterday (March 19th). The break occurred in a wooded easement in Fairfield. A temporary emergency repair was constructed today by Montana Construction. TBSA will be consulting with Mott MacDonald and Montana to construct a permanent replacement, as soon as possible, as an Emergency Procurement.

PLANNING and EXPANSION

Mr. Boorady had nothing to report.

CONSTRUCTION

Mr. Verdonik had nothing to report.

INSURANCE and LEGISLATIVE REVIEW

Mr. Voorman had nothing to report. Mr. Marotta reported on pending legislation regarding OPRA, mayoral appointments, and employee leave compliance.

LEGAL and PUBLIC RELATIONS

Mr. Runfeldt was absent.

MANAGEMENT REPORT

Mr. Bongiovanni reported that the 2023 draft Audit Report has been received. Following TBSA's review, a copy will be forwarded to the Board. He noted that this year's WEFTEC is being held in New Orleans in October and requested that interested Board Members let him know by next month's meeting.

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

Mr. Bongiovanni noted several items in the correspondence file, including the DEP permit assessment fee, and a letter confirming the DEP's acceptance of our affirmative defense, which originated from tank cleaning work performed in 2022. All correspondence is on file with the Authority Secretary.

PUBLIC DISCUSSION

There was no public present.

RESOLUTIONS:

RESOLUTION #24-021: Authorize Participation in the Omnia Partners National Purchasing Cooperative

WHEREAS, the Pequannock, Lincoln Park, and Fairfield Sewerage Authority (the "Authority") is authorized by N.J.S.A. 52:34-6.2 to make purchases and contracts for services through the use of a nationally-recognized and accepted cooperative purchasing agreement that has been developed utilizing a competitive bidding process by another contracting unit within the State of New Jersey, or within any other state, and further provided that the contracting unit has made a determination that the use of a cooperative purchasing agreement will result in cost savings after all factors have been considered; and

WHEREAS, the Omnia Partners National Purchasing Cooperative ("Omnia Partners") is a nationally-recognized and accepted cooperative purchasing system which utilizes a cooperative purchasing system and agreement that complies with the competitive bidding process set forth in the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq., and meets the criteria of the New Jersey pay-to-play law N.J.S.A. 19:44A-20.7; and

WHEREAS, Omnia Partners membership is available to government, education, and non-profit agencies at no cost, liability, or obligation to the member; and

WHEREAS, the Authority is desirous of participating in the Omnia Partners National Purchasing Cooperative; and

WHEREAS, Omnia Partners will make the procurement process efficient and provide a cost saving to the Authority.

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

The Executive Director is hereby authorized and directed to execute the interlocal participation agreement with the Omnia Partners National Purchasing Cooperative.

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

RESOLUTION #24-022: Operating Vouchers Approval (copy attached)

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

RESOLUTION #24-023: Construction Vouchers Approval (copy attached)

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

ADJOURNMENT

There being no further business to come before the Authority, on motion by Mr. Boorady, seconded by Mr. Voorman, and all in favor, the meeting was adjourned at 4:48 p.m.



Jerry J. Notte, Secretary
Dated: March 20, 2024



Karen Napolitano, Recording Secretary

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY

TREASURER'S REPORT

Board Meeting 3/20/24

Period Ending February 29, 2024

ACCOUNT BALANCES:

OPERATIONS AND ADMINISTRATION

Revenue Account	\$9,876,788.11	
Revenue - CD	\$7,384,589.71	
Operating Checking Account	111,570.67	
Payroll Checking Account	195,909.03	
Renewal & Replacement -NJCMF	2,274,810.21	
Renewal & Replacement - CD	<u>4,204,534.25</u>	\$24,048,201.98

CONSTRUCTION AND GENERAL

Construction Improvements	\$1,796,155.39	
Certificates of Deposit - Construction	<u>4,192,177.78</u>	<u>5,988,333.17</u>

TOTAL FUNDS FEBRUARY 29, 2024 \$30,036,535.15

MONTHLY EXPENDITURES:

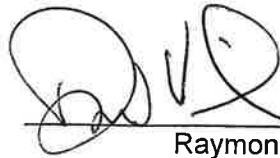
OPERATIONS AND ADMINISTRATION

Operating Bills	\$481,969.65 *	
Payroll - Salaries & Wages	208,983.26	
- Benefits	455,431.49 *	
- Taxes	<u>15,338.13</u>	\$1,161,722.53

CONSTRUCTION 2,190.41 *

TOTAL EXPENDITURES FOR FEBRUARY 2024 \$1,163,912.94

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



Raymond Verdonik, Treasurer



Karen Napolitano, Secretary to the Board

OPERATING
RESOLUTION #24-022

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 #24447 through #24541 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.		24447	89.17	Pest Control/Feb'24	51.41
AEA		24448	1,390.00	Registration/3 Employees	31.24
AGL Welding Supply Co.,Inc.		24449	232.26	Annual Tank Refills & Welding Rods	51.31
Allen Paper & Supply Co.		24450	849.42	Cleaning Supplies	51.41
Allied Construction Group, Inc.		24451	28,800.00	Final Clarifier #1 Drive Install	61.10
Amazon		24452	2,074.68	Spotlights/Chargers/Batteries/Plant	51.31
Amazon			39.99	Disinfectant Wipes/Admin	51.41
American Wear		24453	311.20	Uniforms	51.43
Blue Diamond Disposal, Inc.		24454	470.80	Garbage Disposal/Mar'24	51.51
Blue Diamond Disposal, Inc.		24455	2,197.50	Grit & Screening Disposal/Jan-Feb'24	51.51
Borough of Lincoln Park Water		24456	693.73	Water/Pumpstations & Hydrants	51.14
Camden Group, Inc.		24457	3,550.00	Chemical Grouting/SPS	51.33
Camden Group, Inc.		24458	16,859.10	Grouting/Manhole #621 Rehab	61.24
Camden Group, Inc.		24459	35,325.00	Tunnel Pipe Painting	61.10
CES/Comprelli Equipment		24460	3,570.00	Repair Damaged Fence/Plant	51.33
Cintas First Aid & Safety		24461	433.28	Re-Stock First Aids Kits	51.44
Cleary Giacobbe Alfieri Jacobs		24462	3,540.00	General & Retainer/Jan'24	51.58
Cleary Giacobbe Alfieri Jacobs		24463	2,440.00	General & Retainer/Feb'24	51.58
Costello's Hardware		24464	57.35	Shop Supplies	51.31
Costello's Hardware			71.72	Paint Supplies	51.35
Direct Energy Business		24465	50,516.22	Plant Electric	51.11
Direct Energy Business			319.18	Pumpstations Electric	51.12
Donna Peteja		24466	630.09	Retiree Health Benefits/Mar'24	21.12R
Engineered Solutions Corp.		24467	559.40	Annual Domain Hosting	51.52
Engineered Solutions Corp.			1,200.00	Annual Offsite Backup Storage	51.52
Engineered Solutions Corp.			1,605.00	Annual/Microsoft 365	51.52
Engineered Solutions Corp.			11,579.10	Computer Support/Operations	51.52
Engineered Solutions Corp.			1,089.00	Network Upgrade Project	61.10
Environmental Resource Assoc.		24468	846.25	Quarterly Samples	51.65
Fairfield Maintenance Inc.		24469	358.00	Monthly UST Inspection/Feb'24	51.62
Finch Fuel Oil Co. Inc.		24470	34,051.19	Fuel Oil/Plant	51.13
Fisher Scientific		24471	853.35	Chemicals/Lab	51.42
Flow Assessment Services LLC		24472	2,962.80	Calibration M3,M13,M14,M15	51.56
Gannett Media Corp		24473	220.17	Legal Notices	31.32
Garden State Laboratories		24474	2,145.00	Chemical Analysis/IPP Annuals	51.65
GP Jager Inc.		24475	1,891.01	Valves/Hypo Parts	51.31
Grainger, Inc.		24476	2,129.53	Parts/Shop Supplies/VFD Installation	51.31
Grainger, Inc.			27.85	Paint Brushes/Shop Supplies	51.35
Grainger, Inc.			629.33	Safety Supplies	51.44
Home Depot		24477	701.19	Shop & Operations Supplies	51.31
HVAC Cleaning Specialists LLC		24478	5,950.00	Duct Cleaning/Admin Buidling	51.33
Idexx Laboratories		24479	1,671.52	Lab Supplies	51.42
JDA Contracting		24480	925.00	Repair Vent Pipe/Collection System	51.33
Jersey Central Power & Light		24481	15,426.37	Plant	51.11
Jersey Central Power & Light			7,786.58	Pumpstations	51.12
Lightmart		24482	2,616.00	Replace Light Poles/1st Stage Deck	61.10
Lorraine Tuohey		24483	700.00	Retiree Health Benefits/Mar24	21.12R

Payee	Check #	Voucher #	Amount	Description	Account
Magnum Vac Service LLC		24484	3,360.00	Scavenger Tank & Receiving Pit Cleaning	51.33
Maresca Lumber		24485	424.83	Rock Salt/Plant	51.31
McMaster-Carr Supply Co.		24486	226.51	Parts/Shop Supplies/VFD Installation	51.31
Michael E. Solla		24487	700.00	Retiree Health Benefits Mar'24	21.12R
Miller Energy Inc.		24488	339.00	Parts/Ammonia Analyzer	51.31
Miller Energy Inc.		24489	2,785.94	Qtly Calibration/PS Flowmeters	51.56
Motion Ai		24490	4,179.88	PLC/Annual Support Renewel	51.52
Mott MacDonald Group, Inc.		24491	1,232.00	Transformer & Switchgear	51.53
Mott MacDonald Group, Inc.		24492	2,100.00	General Consulting/Feb'24	51.53
Mott MacDonald Group, Inc.		24493	841.00	Permitting Services	51.63
Mott MacDonald Group, Inc.		24494	5,681.08	IPP Services 2023-2024	51.63
Mott MacDonald Group, Inc.		24495	3,022.00	Solids Building Boiler Replacement	61.25e
Mott MacDonald Group, Inc.		24496	8,627.57	Jane Road PS Upgrade	61.26e
New Jersey Manufacturers Ins. Co.		24497	8,312.00	Workers Compensation	51.48
NJWEA, Registrar		24498	1,850.00	Registration/6 Employees	31.24
North Jersey Pump & Controls, LLC		24499	1,142.00	Mercoid Controller/JPS	51.31
Omni Services, Inc.		24500	175.02	Parts/Headworks	51.31
One Call Concepts		24501	36.46	One Call Messages/Feb'24	51.62
One Water Consulting		24502	368.75	PFAS Monitoring Consulting Services	51.65
Passaic Valley Sewerage		24503	34,010.00	Liquid Sludge Disposal (2/1-2/29/24)	51.55D
Pitney Bowes Credit Corp.		24504	184.44	Postage Meter Lease/Jan-Apr'24	31.34
Primepoint, LLC		24505	497.63	Payroll Processing/Feb'24	31.38
PSE&G		24506	8,823.68	Glenroy Road	51.12
PSE&G		24507	9,471.48	Jane & Fairfield Roads	51.12
R&D Trucking		24508	19,546.80	Sludge Removal (2/1-2/29/24)	51.55H
Raritan Supply Company		24509	248.42	Parts/Shop/Effluent Pump #1	51.31
Raritan Supply Company		24510	5,150.40	SPS Pump Parts	51.31
ReadyRefresh		24511	769.58	Water/Feb'24	51.14
Robert N. Bongiovanni		24512	700.00	Retiree Health Benefits/Mar'24	21.12R
Samson Metal Service		24513	928.81	Angle Bar/Scavenger Tank Mixing Rake	51.31
SH Technical Services, Inc.		24514	1,001.48	Repair Lab Humidifier	51.42
Sherwin Williams		24515	51.99	Paint/Plant	51.35
Skyline Environmental, Inc.		24516	3,075.00	Safety & Health Training/Feb'24	51.44
Skyline Environmental, Inc.		24517	3,100.00	Safety & Health Training/Jan'24	51.44
State of NJ/Pensions & Benefits		24518	64,819.63	Health & Dental Benefits	21.12
State of NJ/Pensions & Benefits		24519	401,239.00	PERS Annual Employer Appropriation	21.11
Syna-Flow Technologies		24520	350.00	Laser Align Pump Coupling/2nd Stage Effluent	51.33
TBSA/Brian Carey		24521	331.64	Expenses/AEA Utility Conference	31.21
TBSA/Brian Carey			24.00	PE Ethics Course Enrollment	31.24
TBSA/Brian Carey			80.00	PE License Renewal	51.61
TBSA/Collin Hernandez		24522	96.16	Food/Flood Expenses	31.21
TBSA/Collin Hernandez			76.36	Expenses/NJWEA Tech Transfer Seminar	31.21
TBSA/Ernest DeGraw		24523	327.20	Expenses/NJWEA Tech Transfer Seminar	31.21
TBSA/Evan Napolitano		24524	210.43	Expenses/NJWEA Tech Transfer Seminar	31.21
TBSA/Hector Cadavid		24525	225.60	Expenses/NJWEA Tech Transfer Seminar	31.21
TBSA/Karen Napolitano		24526	153.96	Office Supplies/Plant/Admin	31.33
TBSA/Petty Cash		24527	5.90	Bank Mileage	31.21
TBSA/Petty Cash			137.86	Food/Board Meeting 2/14)	31.36
Technical Components Co., Inc.		24528	2,865.80	Repair Rotork Actuators	51.33
Township of Fairfield		24529	507.00	Water/SPS (1/1/22-10/1/23)	51.14
United Equipment & Fabricators		24530	833.08	Cartridge Filters/ML Blower	61.10
UPS		24531	168.02	Shipping Service/Hach	31.34
USA Blue Book		24532	1,848.61	Lab Supplies	51.31
USALCO Baltimore Plant, LLC		24533	33,274.17	Polyaluminum Chloride	51.25

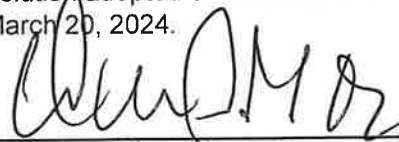
Payee	Check #	Voucher #	Amount	Description	Account
Verizon		24534	774.92	Telephones	31.35
Verizon Wireless		24535	380.84	Pump Station Modems	31.37
W. B. Mason Co., Inc.		24536	29.28	Calculator	31.31
W. B. Mason Co., Inc.			634.73	Office Supplies	31.33
Wallington Plumbing & Heating		24537	269.91	Shop Supplies	51.31
Wayne Electrical Supply Company		24538	2,400.69	Parts/Shop/VFD Installation	51.31
Wielkotz & Company, LLC		24539	10,000.00	FY'23 Audit	51.57
William Murphy		24540	700.00	Retiree Health Benefits/Mar'24	21.12R
Willis of New Jersey, Inc.		24541	37,725.00	Insurance Package w/Auto Pymt #2	51.48

2024 BUDGET TOTAL

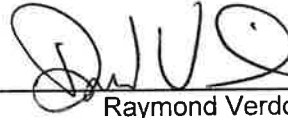
945,837.87

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 20, 2024.

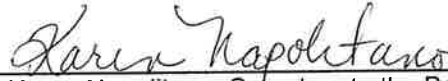
Dated: March 20, 2024



David G. Kohle, Chairman



Raymond Verdonik, Treasurer



Karen Napolitano, Secretary to the Board

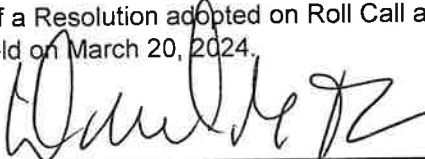
CONSTRUCTION
RESOLUTION #24-023

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 #1078 through #1078 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.

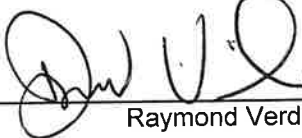
Payee	Check #	Voucher #	Amount	Description	Account
Engineered Solutions Corp.		1078	193.91	Auxiliary Switch/Bar Screens/Headworks	81.10
Engineered Solutions Corp.			1,996.50	Control/Enhancements/Headworks	81.10
2024 BUDGET TOTAL			2,190.41		

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 20, 2024.

Dated: March 20, 2024



David G. Kohle, Chairman



Raymond Verdonik, Treasurer



Karen Napolitano, Secretary to the Board