

**PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY**  
**REGULAR MEETING MINUTES**  
**May 15, 2024**

The Regular Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority was held on Wednesday, May 15, 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, David Runfeldt, Ray Verdonik, Jerry Notte, Robert Voorman, David Kohle

Absent: Thomas Boorady, Anthony Campisi (*both excused*)

Also Present: Thomas Bongiovanni, Executive Director; Ernest DeGraw, Plant Superintendent; Brian Carey, Authority Engineer; Karen Napolitano, Secretary; John Napolitano, 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:** April 10, 2024 (Regular Meeting)

Mr. Notte called for a motion to approve the Regular Meeting Minutes of April 10, 2024, seconded by Mr. Runfeldt.

AYES: Notte, Runfeldt, Verdonik, Schmidt, Kohle

ABSTAINED: Voorman

ABSENT: Boorady, Campisi

**REPORTS OF COMMITTEES**

**FINANCE**

Mr. Notte referred to the Treasurer's Report for the month of May (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 May.

**PLANT OPERATIONS**

Mr. Schmidt referred to the Operations Report on the table. Mr. DeGraw reported that although the flows were high in April, they are coming down.

**PLANNING and EXPANSION**

Mr. Boorady was absent. Mr. Bongiovanni updated the Board on the boiler project, noting that New Jersey Natural Gas has confirmed that all necessary documents have been signed to provide them with the easement. Once the construction contract is signed, NJNG will install the gas service.

**CONSTRUCTION**

Mr. Verdonik had nothing to report. Mr. Bongiovanni reported that new door locks have been installed in all the plant buildings, noting that if any of the members would like a key fob for access, to please let us know. Mr. Bongiovanni also reported that the award to Montana Construction for the Deepavaal emergency force main repair work is on the agenda for approval. The work is scheduled

to begin on May 20<sup>th</sup> and should be completed within 10 days. Additional work to clean out a section of the pipe, which has significant amounts of debris, will be done at night.

**INSURANCE and LEGISLATIVE REVIEW**

Mr. Voorman had nothing to report.

**LEGAL and PUBLIC RELATIONS**

Mr. Runfeldt had nothing to report. Mr. Marotta reported pending legislation, including a change to the OPRA rules, a proposed removal of the Apprenticeship Program which currently sets standards for requirements for public bid projects. He also noted a proposed \$100,000,000 grant for municipal water infrastructure planning and design projects.

**MANAGEMENT REPORT**

Mr. Bongiovanni reported the final draft of the Audit has been completed and will be provided via email shortly after this meeting. Once the pension numbers from the State have been released, the final audit report will be prepared.

**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 #24-030: Authorize Award of Contract for Loading, Transport, and Delivery of Liquid Sewage Sludge**

**WHEREAS**, the Pequannock, Lincoln Park and Fairfield Sewerage Authority (hereinafter the "Authority") advertised for bids for the Loading, Transport, and Delivery of Liquid Sewage Sludge and received six bids on May 1, 2024;

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

1. The contract is hereby awarded to the following low bidder, R-D Trucking Inc., for the term of two (2) years:

R-D TRUCKING INC.  
1874 Route 23  
West Milford, NJ 07480

Bid Price: \$0.037 per gallon

2. The Chairman is hereby authorized and directed to execute a contract in accordance with the terms of this resolution.

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

**RESOLUTION #24-031: Authorize Emergency Procurement for Repairs to Deepavaal Force Main**

**WHEREAS**, the Authority has been advised by its Executive Director, in a written Certification dated April 3, 2024, that an emergency situation exists due to the failure of the Deepavaal Pump Station Force Main; and

**WHEREAS**, it was necessary to retain an emergency contractor to repair Deepavaal Force Main; and

**WHEREAS**, the Authority is desirous of confirming the Emergency Procurement by the Executive Director; 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. The Authority finds that, in accordance with the attached certification of the Executive Director, an emergency situation exists due to the failure of the Deepavaal Pump Station Force Main and for the reasons set forth in Mott MacDonald's letter to the Executive Director dated March 22, 2024, that it was necessary to retain a contractor to repair Deepavaal Force Main on an emergency basis.

2. The Authority further finds that the situation was not foreseeable.

3. The contract for emergency procurement is hereby approved and awarded as follows:

Name of Firm: Montana Construction

Cost: \$535,500.00

**CERTIFICATION OF EMERGENCY**

To: Members of the Board of the Two Bridges Sewerage Authority

From: Thomas R. Bongiovanni, Executive Director

Date: April 3, 2024

Re: Certification of Emergency  
Emergency Repairs to Deepavaal Force Main

This is to request your approval of a resolution authorizing the emergency repairs as follows:

**Repairs**

Name of Firm: Montana Construction

Cost: \$535,500

1. The Authority is in receipt of correspondence from the Authority's Consultant, Mott MacDonald, dated March 22, 2024 (see attached) which details the ongoing risks of continuing to operate the Authority's Deepavaal Force Main.
2. Additional repairs may become necessary once the work is started.
3. I have reviewed the Rules and Regulations of the Division of Local Government Services as contained in the Local Public Contract Guidelines and Regulations and certify that the proposed contracts may be considered as an emergency.

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

**RESOLUTION #24-032: Operating Vouchers Approval (copy attached)**

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

**RESOLUTION #24-033: Construction Vouchers Approval (copy attached)**

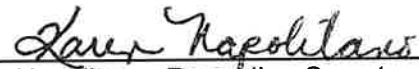
MOTIONED BY: Mr. Verdonik; SECONDED BY: Mr. Runfeldt  
AYES: Verdonik, Runfeldt, Voorman, Schmidt, Notte, Kohle  
ABSENT: Boorady, Campisi

**ADJOURNMENT**

There being no further business to come before the Authority, on motion by Mr. Schmidt, seconded by Mr. Notte, and all in favor, the meeting was adjourned at 4:43p.m.



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Jerry J. Notte, Secretary  
Dated: May 15, 2024



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Karen Napolitano, Recording Secretary

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY

TREASURER'S REPORT

Board Meeting 5/15/24

Period Ending April 30, 2024

**ACCOUNT BALANCES:**

OPERATIONS AND ADMINISTRATION

Revenue Account	\$8,209,009.02	
Revenue - CD	\$7,467,156.90	
Operating Checking Account	154,511.28	
Payroll Checking Account	222,370.32	
Renewal & Replacement -NJCMF	2,294,968.44	
Renewal & Replacement - CD	<u>4,204,534.25</u>	\$22,552,550.21

CONSTRUCTION AND GENERAL

Construction Improvements	\$1,803,352.71	
Certificates of Deposit - Construction	<u>4,192,177.78</u>	<u>5,995,530.49</u>

TOTAL FUNDS APRIL 30, 2024

\$28,548,080.70

**MONTHLY EXPENDITURES:**

OPERATIONS AND ADMINISTRATION

Operating Bills	\$373,054.16 *	
Payroll - Salaries & Wages	200,041.34	
- Benefits	52,604.52 *	
- Taxes	<u>14,468.54</u>	\$640,168.56

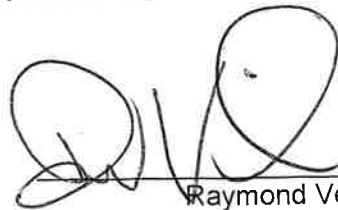
CONSTRUCTION

92,466.65 \*

TOTAL EXPENDITURES FOR APRIL 2024

\$732,635.21

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



Raymond Verdonik, Treasurer



Karen Napolitano, Secretary to the Board

OPERATING  
RESOLUTION #24-032

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 #xxxx through #xxxx 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.

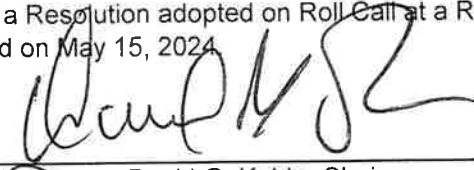
Payee	Check #	Voucher #	Amount	Description	Account
Accurate Pest Control, Inc.		24612	89.17	Pest Control/Apr'24	51.41
AGL Welding Supply Co., Inc.		24613	625.00	Annual Tank Rentals	51.31
Amazon		24614	75.94	Ink Cartridges/Shop Supplies	31.33
Amazon			342.81	Wall Brackets/Batteries/Drill Chargers	51.31
American Aquatic Testing		24615	1,135.00	Acute Bioassay/Ammonia Analysis	51.65
American Wear		24616	389.00	Uniforms	51.43
Blue Diamond Disposal, Inc.		24617	470.80	Garbage Disposal/May'24	51.51
Blue Diamond Disposal, Inc.		24618	1,886.25	Grit & Screening Disposal/Apr'24	51.51
Borough of Lincoln Park Water		24619	1,849.54	Pumpstation Water	51.14
Broadvoice		24620	729.14	Telephone (4/21-5/20/24)	31.35
Chas. F. Connolly Dist. Co., Inc.		24621	731.05	Parts/Heat Circulating Pumps	51.31
Cintas First Aid & Safety		24622	291.75	Re-Stock First Aids Kits	51.44
CJ Vanderbeck and Son, Inc.		24623	7,062.40	Service Plant Boiler #1	51.33
Clark Transmission Co.		24624	57.28	Ball Bearings/Shop Supplies	51.31
Cleary Giacobbe Alfieri Jacobs, LLC		24625	2,520.00	General & Retainer/Mar'24	51.58
Corrosion Products, Inc.		24626	25,712.00	Rebuild Pump/Grit Blasting/Epoxy/#1 Effluent	61.10
Costello's Hardware		24627	992.70	Soil/Cable Ties/Tools/LED Spotlights	51.31
Costello's Hardware			134.32	Weed Killer/Plant	51.54
Direct Energy Business		24628	49,484.67	Plant Electric (3/21-4/19/24)	51.11
Direct Energy Business			236.65	Pumpstation Electric (3/8-4/10/24)	51.12
Donna Peteja		24629	630.09	Retiree Health Benefits/May'24	21.12R
Engineered Solutions Corp.		24630	493.37	Optimum Fiber Service (4/16-5/15/24)	31.35
Engineered Solutions Corp.			952.00	Symantec Software Renewal	51.52
Engineered Solutions Corp.			4,930.05	Computer Support/Operations	51.52
Engineered Solutions Corp.			1,156.00	Instrumentation Troubleshooting	51.56
Engineered Solutions Corp.			1,720.25	Network Upgrade 2024	61.10
Fairfield Maintenance Inc.		24631	414.97	Monthly UST Inspection/Mar24	51.62
Finch Fuel Oil Co. Inc.		24632	16,890.88	Fuel Oil/Plant	51.13
Fisher Scientific		24633	3,053.30	Lab Supplies	51.42
Gannett Media Corp		24634	78.00	Legal Notice/Reschedule Board Meeting	31.32
Garden State Laboratories		24635	2,055.00	Chemical Analysis/Mar'24/IPP Annuals	51.65
GenServe Inc.		24636	562.50	Service/PM "B"/Pumpstations	51.33
Grainger, Inc.		24637	2,275.37	Parts/Shop Supplies/VFD Installation	51.31
Grainger, Inc.			120.52	Insect Repellent/Shop Supplies	51.41
Grainger, Inc.			103.79	Safety Supplies/Operations	51.44
Grainger, Inc.			68.80	Garden Hose Caps & Adapters	51.54
Hogan Security Group, LLC		24638	327.88	Key Fobs/Plant Entry	51.31
Home Depot		24639	54.76	Hex Bolts/Shop Supplies	51.31
In-Line Air Conditioning Co., Inc.		24640	2,148.00	Quarterly HVAC Maintenance	51.33
In-Line Air Conditioning Co., Inc.		24641	2,537.02	Troubleshoot/Replace Lab Condensor Fan	51.33
Jersey Central Power & Light		24642	16,199.08	Plant Electric	51.11
Jersey Central Power & Light			206.79	Pumpstation Electric	51.12
McMaster-Carr Supply Co.		24643	1,095.27	Parts/Shop Supplies/RAS Flowmeter	51.31
McMaster-Carr Supply Co.			210.12	Weed Killer/Shop Supplies	51.54
Michael E. Solla		24644	700.00	Retiree Health Benefits/May'24	21.12R
Miller Energy Inc.		24645	11,879.40	ABB VFDs/1st Stage RAS Pumps 1 & 3	61.10
Miller Energy Inc.		24646	17,819.10	ABB Drives/1st & 2nd Stage RAS Pumps	61.10
Mott MacDonald Group, Inc.		24647	2,300.00	General Consulting/Apr'24	51.53

Payee	Check #	Voucher #	Amount	Description	Account
Mott MacDonald Group, Inc.		24648	7,695.54	Stage 1 Aeraton/Deepavaal FM	51.53
Mott MacDonald Group, Inc.		24649	4,365.19	IPP Services 2024-2025	51.63
Mott MacDonald Group, Inc.		24650	3,821.36	Solids Disposal Building Boiler	61.25e
Mott MacDonald Group, Inc.		24651	2,491.36	Jane Road PS Upgrade	61.26e
New Jersey Manufacturers Ins. Co.		24652	8,312.00	Workers Compensation Policy	51.48
NJWEA, Registrar		24653	4,084.00	Conference Registration/9 Employees	31.24
One Call Concepts		24654	72.92	One Call Messages/Apr'24	51.62
Optimum		24655	360.36	Internet Service/Feb-Mar/Apr-May	31.35
Passaic Valley Sewerage		24656	39,852.50	Liquid Sludge Disposal (4/1-4/30/24)	51.55D
Primepoint, LLC		24657	230.62	Payroll Processing/Apr'24	31.38
PSE&G		24658	3,129.02	Jane & Fairfield Roads Electric	51.12
PSE&G		24659	4,432.96	Glenroy Road Electric	51.12
Quality Controls, Inc.		24660	5,442.09	Actuator/Odor Control Blower/Headworks	61.10
R&D Trucking		24661	22,904.70	Sludge Removal (4/1-4/30/24)	51.55H
Raritan Supply Company		24662	722.82	Parts/Shop Supplies/Heating	51.31
ReadyRefresh		24663	785.07	Water/Apr'24	51.14
Recchia Landscaping, Inc		24664	4,000.00	CPS Mulch/Tree Removal/Plant Cleanup	51.54
Reiner Pump Systems, Inc.		24665	645.28	ABS Pump Repair Kit/1st Stage WAS Pump	51.31
Robert N. Bongiovanni		24666	700.00	Retiree Health Benefits/May'24	21.12R
Samson Metal Service		24667	1,456.81	Plate & Piping/Shop Supplies	51.31
Seton		24668	119.80	Signs & Labels/Phone Upgrade	51.31
Sherwin Williams		24669	255.27	Paint/Plant	51.35
Skyline Environmental, Inc.		24670	4,400.00	Health & Safety Training	51.44
Solution Supply, LLC		24671	3,060.00	Annual Subscriptions/Network Upgrade	61.10
Solution Supply, LLC			6,500.00	Firewall Appliance/Network Upgrade	61.10
State of NJ/Pensions & Benefits		24672	62,411.25	Health & Dental Benefits	21.12
TBSA/Brian Carey		24673	300.00	Cell Phone (Dec'23-May'24)	31.35
TBSA/Ernest DeGraw		24674	300.00	Cell Phone (Dec'23-May'24)	31.35
TBSA/Jason Tillery		24675	300.00	Cell Phone (Dec'23-May'24)	31.35
TBSA/Joseph Gibson		24676	300.00	Cell Phone (Dec'23-May'24)	31.35
TBSA/Karen Napolitano		24677	167.94	Office Supplies/Plant/Admin	31.33
TBSA/Karen Napolitano			300.00	Cell Phone (Dec'23-May'24)	31.35
TBSA/Nicholas Stein		24678	300.00	Cell Phone (Dec'23-May'24)	31.35
TBSA/Patrick Tuohey		24679	300.00	Cell Phone (Dec'23-May'24)	31.35
TBSA/Petty Cash		24680	10.18	Bank Mileage	31.21
TBSA/Petty Cash			13.60	Stamps	31.34
TBSA/Petty Cash			119.86	Food/Board Meeting (4/30)	31.36
TBSA/Richard Walter		24681	300.00	Cell Phone (Dec'23-May'24)	31.35
TBSA/Thomas Bongiovanni		24682	615.21	Cell Phone (Dec'23-May'24)	31.35
USA Blue Book		24683	1,627.24	Lab Supplies	51.42
USALCO		24684	24,195.48	Polyaluminum Chloride	51.25
Verizon		24685	-339.01	Telephone 973-696-4494/Line Cancellation	31.35
Verizon			785.96	Telephone (12/13-1/12/27)/Jan. Check Lost	31.35
Verizon			394.02	Telephone (4/17-5/27/24)	31.35
Verizon Wireless		24686	380.94	PS Modems/January Check Lost	31.35
Verizon Wireless			381.58	Modems	31.37
W. B. Mason Co., Inc.		24687	431.67	Office Supplies/Ink \$339	31.31
W. B. Mason Co., Inc.			150.81	Office Supplies	31.33
W. B. Mason Co., Inc.			18.29	Hand Soap/Admin	51.41
W. B. Mason Co., Inc.			26.48	Flash Drives/Admin	51.52
Wallington Plumbing & Heating		24688	461.09	Parts/PVC Cement/Shop Supplies	51.31
Wayne Auto Supply		24689	761.38	Absorbant/Batteries PPS/SPS	51.31
Wayne Electrical Supply Company		24690	2,046.91	LED Lights/Telephone & Pac Pump Install	51.31
Weatherproofing Technologies, Inc.		24691	21,986.65	Patch & Repair Roof/Admin & Boiler Room	61.10
William Murphy		24692	700.00	Retiree Health Benefits/May'24	21.12R

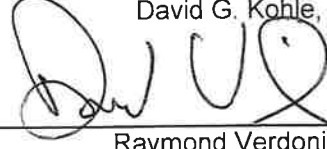
Payee	Check #	Voucher #	Amount	Description	Account
Willis of New Jersey, Inc.		24693	80.43	Boiler & Machinery Insurance	51.48
2024 BUDGET TOTAL			435,465.41		

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 May 15, 2024.

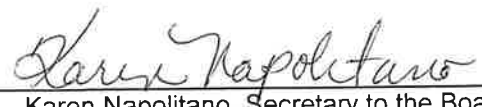
Dated: May 15, 2024



David G. Kohle, Chairman



Raymond Verdonik, Treasurer



Karen Napolitano, Secretary to the Board



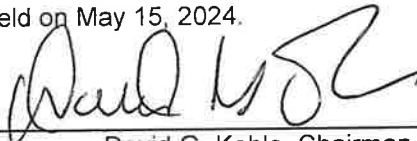
CONSTRUCTION  
RESOLUTION #24-033

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 #xxxx through #xxxx 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.		1080	4,446.75	Control Enhancements/Headworks	81.10
Hogan Security Group, LLC		1081	88,019.90	Installation/Salto Access Control System	81.10
2024 BUDGET TOTAL			92,466.65		

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 May 15, 2024.

Dated: May 15, 2024

  
\_\_\_\_\_  
David G. Kohle, Chairman

  
\_\_\_\_\_  
Raymond Verdonik, Treasurer

  
\_\_\_\_\_  
Karen Napolitano, Secretary to the Board