PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY REGULAR MEETING MINUTES October 16, 2024

The Regular Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority was held on Wednesday, October 16, 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

Raymond Verdonik, Robert Voorman, Arthur Schmidt, David Runfeldt, Thomas

Boorady, Jerry Notte, David Kohle

Absent:

Anthony Campisi

Also Present:

Thomas Bongiovanni, Executive Director; Ernest DeGraw, Plant Superintendent; Karen Napolitano, Secretary, Brian Carey, Authority Engineer; Victoria Holmes,

Cleary Giacobbe; Kevin O'Brien, 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: September 11, 2024 (Regular Meeting)

Mr. Verdonik called for a motion to approve the Regular Meeting Minutes of September 11, 2024, seconded by Mr. Boorady.

AYES: Verdonik, Boorady, Schmidt, Notte, Kohle

ABSTAINED: Voorman, Runfeldt

ABSENT: Campisi

REPORTS OF COMMITTEES

FINANCE

Mr. Notte referred to 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 was absent. Mr. Kohle presented the Personnel Actions for the month of October.

PLANT OPERATIONS

Mr. Schmidt referred to the Operations Report on the table. Mr. Notte inquired regarding PFAS testing. He discussed his attendance at a meeting of all water purveyors in North Jersey, at which PFAS was a part of the agenda. A discussion ensued regarding potential future requirements for the Authority as well as the Authority's ongoing PFAS sampling program.

PLANNING and EXPANSION

Mr. Boorady referred to the Planning & Expansion report on the table. Mr. Bongiovanni updated the Board on the roof replacement project, noting that the authorizing resolution is on the table. He also noted that Mott MacDonald has reviewed the contract and determined that the price for the project was fair. Mott MacDonald also recommended the 2-ply roof system currently in the contract. Mr. Bongiovanni stated that the project is due to start in the Spring 2025.

CONSTRUCTION

Mr. Verdonik had nothing to report on Construction. He reported on his attendance at WEFTEC and thanked Mr. Bongiovanni and Mr. DeGraw for facilitating vendor meetings to review equipment and technologies that the Authority is considering for future projects.

INSURANCE and LEGISLATIVE REVIEW

Mr. Voorman had nothing to report. Ms. Holmes reported that the Governor issued an executive order regarding NJ PACT (Protection Against Climate Threat) which could result in additional building regulations in flood prone areas.

LEGAL and PUBLIC RELATIONS

Mr. Runfeldt had nothing to report.

MANAGEMENT REPORT

Mr. Bongiovanni had nothing to report.

ENGINEER'S REPORT

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

UNFINISHED BUSINESS: FY 2025 Proposed Budget Review

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

NEW BUSINESS: 10-Year Summary of Expenses and Revenues

Ms. Napolitano referenced the report and memo on the table. She summarized the report, noting that expenses were up over the last 10 years, primarily due to normal inflationary increases. She also noted that energy costs have increased 50% since 2020. Overall increases in Participant Payments increased by 17% over the past 10 years which is significantly less than the 26% increase in the Consumer Price Index over the same period.

NEW BUSINESS: FY 2024 Preliminary User Charge Adjustments

Mr. Bongiovanni referred to the Preliminary User Charge Adjustments on the table, noting the total adjustment currently stands at about \$620,000. 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. Mr. Bongiovanni reported on the unannounced DEP UST inspection earlier this month.

PUBLIC DISCUSSION

None

RESOLUTIONS:

RESOLUTION #24-050: Authorize 1-Year Contract Extension for Lab Analyses

WHEREAS, by previous Resolution, the Pequannock, Lincoln Park, and Fairfield Sewerage Authority (the "Authority") entered into an agreement with Garden State Laboratories, Inc. ("Garden State") for lab analyses; and

WHEREAS, the original contract terms allow for a one-year contract extension; and

WHEREAS, the Authority has determined that Garden State has successfully performed its contracted services; and

WHEREAS, the Local Public Contracts Law allows for a contract extension to include approved price changes; and

WHEREAS, the Authority approved a unit price change of three percent (3%); and

WHEREAS, the approved price change does not exceed the current index rate at that time and is permissible under the Local Public Contracts Law; and

WHEREAS, the Authority wishes to formally authorize an extension of the agreement between the parties for a one-year period under the current terms and conditions.

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

- 1. The one-year extension of the agreement between the Authority and Garden State Laboratories, Inc. for lab analyses, commencing January 12, 2025, is hereby approved.
- 2. The Authority is hereby authorized and directed to execute any documents necessary to effectuate the terms of this Resolution.

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

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

ABSENT: Campisi

<u>RESOLUTION #24-051</u>: Authorize Rebuild of Effluent Pump for Wastewater Treatment Plant Under North Jersey Wastewater Cooperative Pricing System

WHEREAS, the Pequannock, Lincoln Park, and Fairfield Sewerage Authority (hereinafter the "Authority"), has determined that there exists a need to rebuild a treatment plant effluent pump; and

WHEREAS, the Authority is authorized under the North Jersey Wastewater Cooperative Pricing System, under PVSC Contract Number B414-6, to rebuild a treatment plant effluent pump in accordance with the requirements of the Authority.

NOW, THEREFORE, Be It Resolved that the Pequannock, Lincoln Park, and Fairfield Sewerage Authority authorizes the use of PVSC Contract Number B414-6, awarded to Precision Electric Motor Works, Inc., to rebuild a treatment plant effluent pump in an amount not to exceed \$53,108.00.

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

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

ABSENT: Campisi

RESOLUTION #24-052: Authorize Purchase of Scavenger Tank Agitator Drive and Installation of Replacement Agitating Equipment under North Jersey Wastewater Cooperative Pricing System

WHEREAS, the Pequannock, Lincoln Park, and Fairfield Sewerage Authority (hereinafter the "Authority"), has determined that there exists a need to replace the existing Scavenger Tank Agitating Equipment at the Wastewater Treatment Plant; and

WHEREAS, the Authority is authorized under the North Jersey Wastewater Cooperative Pricing System, under PVSC Contract Numbers B150-1 and B414-5, to replace the existing agitating equipment in accordance with the requirements of the Authority.

NOW, THEREFORE, Be It Resolved that the Pequannock, Lincoln Park, and Fairfield Sewerage Authority authorizes the use of PVSC Contract Numbers B150-1 and B414-5, awarded to GMH Associates of America, Inc., to replace such Scavenger Tank equipment in an amount not to exceed \$172,980.51.

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

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

ABSENT: Campisi

<u>RESOLUTION #24-053:</u> Confirm Amendment of Contract for Electrical Energy Supply for JCP&L Pump Stations

WHEREAS, the Pequannock, Lincoln Park, and Fairfield Sewerage Authority ("Authority") entered into an Electric Generation Service Agreement, dated April 12, 2023, with Direct Energy Business for the supply of electricity to the Authority's JCP&L pump stations; and

WHEREAS, by previous Resolution #23-021, the Authority confirmed the award of this contract for electrical energy supply for JCP&L Pump Stations; and

WHEREAS, the original contract terms allow for a contract extension at a contract price agreed upon by both parties; and

WHEREAS, the Authority has determined that Direct Energy Business has successfully performed its contracted services; and

WHEREAS, the Authority wishes to formally confirm an amendment to the agreement between the parties, to extend the contract for an additional six (6) months beyond the original term under the current terms and conditions.

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

1. A 6-month contract extension is hereby awarded to Direct Energy Business for the period from the November 2024 meter read date to the May 2025 meter read date, in accordance with its bid and specifications, at the Fixed Energy Charge as follows:

Bid Group 7 JCP&L GS/GS3 Fixed Energy Charge – \$0.09015/kwh

- 2. The Authority is hereby authorized and directed to execute any and all documents necessary to effectuate the terms of this resolution.
 - 3. The Authority authorizes and ratifies all actions taken in furtherance of this resolution.

MOTIONED BY: Mr. Runfeldt; SECONDED BY: Mr. Schmidt

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

ABSENT: Campisi

<u>RESOLUTION #24-054</u>: Authorize Replacement of Administration Building Roof under Educational Services Commission of New Jersey Cooperative Pricing System

WHEREAS, the Pequannock, Lincoln Park, and Fairfield Sewerage Authority (hereinafter the "Authority"), has determined that there exists a need to replace the existing roof of the Administration Building at the Wastewater Treatment Plant; and

WHEREAS, the Authority is authorized under the Educational Services Commission of New Jersey Cooperative Pricing System, under Contract Number ESCNJ 23/24-30, to replace the existing Administration Building roof in accordance with the requirements of the Authority; 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 that the Pequannock, Lincoln Park, and Fairfield Sewerage Authority authorizes the use of ESCNJ 23/24-30, awarded to Weatherproofing Technologies, Inc., to replace the Administration Building roof, in an amount not to exceed \$508,837.26.

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

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

ABSENT: Campisi

RESOLUTION #24-055: Operating Vouchers Approval (copy attached)

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

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

ABSENT: Campisi

RESOLUTION #24-056: Construction Fund Vouchers Approval (copy attached)

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

Jerry Notte

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

ABSENT: Campisi

ADJOURNMENT

There being no further business to come before the Authority, on motion by Mr. Runfeldt, seconded by Mr. Voorman, and all in favor, the meeting was adjourned at 4:58 p.m.

Jerry J. Notte, Secretary Dated: October 16, 2024 Karen Napolitano, Recording Secretary

Laren Kapolitano

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY

TREASURER'S REPORT

Board Meeting 10/16/24

Period Ending September 30, 2024

ACCOUNT BALANCES:

OPERATIONS AND ADMINISTRATION Revenue Account Revenue - CD Operating Checking Account Payroll Checking Account Renewal & Replacement - NJCMF Renewal & Replacement - CD CONSTRUCTION AND GENERAL	\$8,311,025.87 \$7,591,630.14 188,626.02 236,303.13 3,170,175.83 4,311,878.35	\$23,809,639.34
Construction Fund	\$1,614,448.54 4,333,673.18	5,948,121.72_
Construction Fund - CD	4,333,073.10	
TOTAL FUNDS SEPTEMBER 30, 2024		\$29,757,761.06
MONTHLY EXPENDITURES: OPERATIONS AND ADMINISTRATION Operating Bills Payroll - Salaries & Wages	\$355,594.58 * 195,667.77	
- Benefits - Taxes	52,017.40 * 14,069.78	\$617,349.53
CONSTRUCTION		37,497.40 *
TOTAL EXPENDITURES FOR SEPTEMBER 2024		\$654,846.93

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

Raymond Verdonik, Treasurer

Karen Napolitano, Secretary to the Board

OPERATING RESOLUTION #24-055

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 #25044 through #25130 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.

_	Check	Voucher	Amount	Description	Accoun
Payee	#	#	Amount	Decompact	
Accurate Pest Control, Inc.		25044	89.17	Pest Control/Sep'24	51.41
Allen Paper & Supply Co.		25045	1,108.52	Cleaning Supplies	51.41
American Wear		25046	389.00	Uniforms	51.43
AP Certified Testing	1	25047	525.00	Field Test & Certification/Backflow Preventor	51.65
		25048		Garbage Disposal/Sep'24	51.51
Blue Diamond Disposal, Inc.	1	25049	1 905 49	Lincoln Blvd/Two Bridges Hydrants	51.14
Borough of Lincoln Park Water		25050	744 56	Telephone (9/21-10/20/24)	31.35
Broadvoice	1	25050		Replace Front Gate	61.10
CES/Comprelli Equipment		25052		V-Belts	51.31
Clark/BDS		25052		General & Retainer thru Aug'24	51.58
Cleary Giacobbe Alfieri Jacobs		25053	305.60	Thermometer/Blacktop Rpr/Shop Supplies	51.31
Costellos Hardware		25054	303.00	Paint Brushes & Liners	51.35
Costellos Hardware				Cleaning Supplies	51.41
Costellos Hardware			91.02	Edger Blades/Weed Killer	51.54
Costellos Hardware		05055	4 000 00	Regist/Adv WW Operations/M.Cheringal	31.24
CWC-Continuing Ed		25055			51.11
Direct Energy Business		25056		Plant Electric	51.12
Direct Energy Business	1		3,181.84	Pumpstation Electric	51.65
Divita Balance Service Co.,LLC		25057		Maintenance & Calibration/Lab	21.12
Donna Peteja		25058	630.09	Retiree Health Benefits/Oct'24	
Electronic Drives and Controls		25059	1,032.00	Spare Inductive Sensors/HW Dumpster Veyor	51.52
Engineered Solutions Corp.		25060	2,376.00	Annual Remote Computer Access Subscrip	51.52
Engineered Solutions Corp.			9,984.50	Computer Support/Operations	51.52
Engineered Solutions Corp.			2,788.00	Instrumentation Troubleshooting	51.65
Environmental Resource		25061	846.2	Quarterly QC Sample Testing	
ESS, Inc.		25062	2,222.76	Portable Radios & Programming	51.31
Fairfield Maintenance Inc.		25063		Monthly UST Inspection/Sep-Oct'24	51.65
Fairfield Maintenance Inc.		25064	6,595.00	UST Annual Compliance Testing	51.65
Finch Fuel Oil		25065		Fuel Oil	51.13
Fisher Scientific		25066	1,056.3	Chemicals/Lab	51.42
Flow Assessment Services LLC		25067	3,579.3	Service/Calibration of M3,M13,M14,M15	51.56
Gannett Media Corp		25068	163.8	BLegal Notice/Audit	31.32
Garden State Lab		25069	1,030.0	Chemical Analysis/Aug'24 & Annual IPP	51.65
GenServe Inc.		25070		Troubleshoot Tank Failure Alarm/CPS	51.32
GenServe Inc.		25071	1	Service/ATS PM/Pumpstations	51.33
		25072		7 Parts/Tools/Shop Supplies	51.3°
Grainger		200, 2		1 Cleaning Supplies	51.4
Grainger				6 Safety Sign & Vests	51.4
Grainger		25073		9 Refrigerated Sampler/M3 Sampler	61.1
Hach Company		25074	1 '	9 Telescopic Pole/Filters	51.3
Home Depot		23072		1 Paint Supplies	51.3
Home Depot				3 Cleaning Supplies/Wet Dry Vac	51.4
Home Depot		25075		3 Service/Coil Leak/HVAC #2	51.3
In-Line Air Conditioning Co., Inc.		25076	1,000.4	0 Adv Excel Formulas Webinar/K.Napolitano	31.2
Institute for Prof. Development				0 Plant Electric	51.1
Jersey Central Power & Light		25077		9 Pumpstation Electric	51.1
Jersey Central Power & Light		0505			21.1
Loraine Tuohey	l l	25078	3 / / / / / /	Retiree Health Benefits/Oct'24	L.

Payee	Check #	Voucher #	Amount	Description	Accoun
A / Salliandian II C		25079	2 312 25	Parts & Repairs/Headworks Jig Crane	51.32
Maximum Material Handling, LLC		25080		Gloves/Earplugs/Operations	51.44
Maxon Supplies LLC/ dba NJ Safety		25080	329.03	Threaded Rod/Screwdrivers/Shop Supplies	51.31
McMaster-Carr Supply Co.		25081	329.00 80.00	Deposit Slips/Revenue Account	31.33
MGL Printing Solutions		25082	700.00	Retiree Health Benefits/Oct'24	21.12F
Michael E. Solla				Spare Parts/Ammonia Analyzer	51.31
Miller Energy Inc.		25084		Access to GASBhelp	51.67
Milliman, Inc.		25085	3, 150.00	Green V-Gel UV Cleaner/PM	51.31
Momar, Inc.		25086		Transformer & Switchgear	51.53
Mott MacDonald Group, Inc.	1	25087			51.53
Mott MacDonald Group, Inc.	1	25088	•	General Consulting/Sep'24	51.53
Mott MacDonald Group, Inc.		25089	,	Deepavaal FM	51.63
Mott MacDonald Group, Inc.		25090		Permitting Services	51.63
Mott MacDonald Group, Inc.		25091		2024-25 IPP Services	61.26
Mott MacDonald Group, Inc.		25092		Jane Road PS Upgrade	61.286
Mott MacDonald Group, Inc.		25093		Electrical Maintenance & Testing	51.48
New Jersey Manufacturers Ins. Co.		25094		Workers Compensation	31.22
NJBIA/Member Dues		25095		Annual Membership Dues	51.62
One Call Concepts		25096		One Call Messages/Sep'24	31.35
Optimum		25097		Internet Service (9/16-10/15/24)	31.35
Optimum Fiber		25098		Fiber Service (9/16-10/15/24)	51.55
Passaic Valley Sewerage		25099	38,665.00	Liquid Waste Disposal (9/1-9/30/24)	
Pitney Bowes Credit Corp.	1	25100		Postage Meter Lease/Jul-Oct'24	31.34
Primepoint, LLC		25101		Payroll Processing/Sep'24	31.38
PSE&G		25102		Fairfield & Jane Roads Electric	51.12
PSE&G		25103		Glenroy Road Electric	51.12
R&D Trucking	1	25104	30,118.00	Sludge Removal (9/1-9/30/24)	51.55
Ready Refresh		25105		Spring & Distilled Water/Sep'24	51.14
Recchia Landscaping	1	25106	1,970.7	Lawn Maintenance/Sep'24	51.54
Robert Bongiovanni		25107		Retiree Health Benefits/Oct'24	21.12
Samson Metal Service		25108	371.8	Channel/Pressure Filter Repair	51.31
Sherwin Williams		25109	90.5	Paint & Supplies/Collection Vent Pipes	51.35
Shimadzu Scientific Instruments		25110	6,250.0	PM Agreement/Analyzer (12/15/24-12/14/25)	51.56
State of NJ-DCA		25111		Life Hazard Use Renewal Fee	51.62
State of NJ-Div. of Employer Accts.		25112		Taxable UI/WF/HC Wages Due	3102
State of NJ/Pensions & Benefits		25113	62,411.2	Health & Dental Benefits	21.12
TBSA/Brian Carey	1	25114	217.4	WEF Cert Manuals/Operator Exam Prep	31.24
TBSA/Karen Napolitano		25115	190.4	4 Office Supplies	31.33
TBSA/Petty Cash		25116	5.9	0 Bank Mileage	31.21
TBSA/Petty Cash			8.9	9 Subscription	31.22
TBSA/Petty Cash			136.9	0 Food/Board Meeting (9/11)	31.36
TBSA/Petty Cash				0 Flu Vaccine	51.64
TBSA/Thomas Bongiovanni		25117	875.0	0 WEFTEC Registration/R.Verdonik	31.24
Tek-Sales Inc.		25118	6,800.1	5 Replace/Check Valves/2nd Stage WAS	61.10
Township of Fairfield		25119	199.5	0 Pumpstation Water (6/14-9/23/24)	51.14
Trojan UV		25120	724.6	5 Acticlean Gel/Pressure Injector/UV	51.3°
Trojan UV		25121	43,994.5	0 Angled Base Lamps & Sensor Sleeves/UV	61.1
United Business Systems/LEAF	1	25122	1	0 Canon Copier Lease	31.3
USALCO Baltimore Plant, LLC	1	25123		4 Polyaluminum Chloride	51.2
Verizon		25124		5 Telephone (9/17-10/27/24)	31.3
		25125		4 Pump Station Modems	31.3
Verizon Wireless		25126		1 Vision Coverage/Oct'24	21.1
VSP Vision Insurance		25120	1	55 Office Supplies	31.3
W. B. Mason Co., Inc.		25128		2 Adapters/Plugs/Shop Supplies	51.3
Wallington Plumbing & Heating Wayne Electrical Supply Company		25129		Conduits/Contact Blocks Switches	51.3

Payee	Check #	Voucher #	Amount	Description	Account
		25130	700.00	Retiree Health Benefits/Oct'24	21.12R

2024 BUDGET TOTAL	418,353.64
IT IS HEREBY CERTIFIED, this is a true and correct of Pequannock, Lincoln Park and Fairfield Sewerage Author	Mul 105C
Dated: October 16, 2024	David G. Kohle, Chairman Raymond Verdonik, Treasurer
<u>-</u>	Saren Napolitano, Secretary to the Board

CONSTRUCTION RESOLUTION #24-056

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 #1085 through #1086 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.

available to moot them.					
Payee	Check #	Voucher #	Amount	Description	Account
Engineered Solutions Corp. Mott MacDonald		1085 1086	2,856.00 34,641.40	Headworks Controls Enhancements Solids Building Boiler Replacement	81.10 81.62
2022 BUDGET TOT	-Δ1	*	37,497,40		

2023 BUDGET TOTAL

37,497.40

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IT IS HEREBY CERTIFIED, this is a true and correct copy of a Resolution adopted on Roll Call at	a Negulai Mccang of and
II IS HEREBY CENTILIED, this is a trac and contest copy	
Pequannock, Lincoln Park and Fairfield Sewerage Authority held of October 16, 2024.	
Sequannock, Lincoln Fark and Farmera Sewerage Flatters	

Dated: October 16, 2024

David G. Kohle, Chairman

Raymond Verdonik, Treasurer