

**PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY**  
**APRIL 11, 2018**                      **6:00 pm**                      **REGULAR MEETING**

The Regular Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority was held on Wednesday, April 11, 2018 at 6:00 p.m. in its Administration Building, Lincoln Boulevard, Lincoln Park, New Jersey. Chairman Kerwin called the meeting to order at 6:05 p.m.

**ROLL CALL:**

On roll call, the members present were: Raymond Verdonik, David Runfeldt, Richard Phelan, Arthur Schmidt, Jerry Notte, Raymond Kerwin

**ABSENT:** Robert Voorman (*excused*), Anthony Campisi (*excused*)

**ALSO PRESENT:**

Cleary Giacobbe:            Mitchell Jacobs  
Mott MacDonald:            John Scheri  
TBSA:                         Robert N. Bongiovanni, Ernest DeGraw, Karen Napolitano

**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 the Borough of Lincoln Park, and the Townships of 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 said notice thereof to The Progress, Herald, Record and Suburban Trends newspapers.

**MINUTES APPROVAL:**

On motion by Mr. Verdonik, seconded by Mr. Schmidt, the Regular and Closed Session Meeting Minutes of March 14, 2018 were approved by the following vote:

**VOTED AYE:** VERDONIK, SCHMIDT, NOTTE, KERWIN

**ABSTAINED:** RUNFELDT, PHELAN

**ABSENT:** VOORMAN, CAMPISI

**REPORTS OF COMMITTEES:**

**FINANCE:**

Mr. Voorman was absent. Mr. Bongiovanni reported that a draft of the FY 2017 Annual Audit was emailed to the members Board for their review. He noted that the final report would be finalized once the Authority was in receipt of the pension numbers from the State. Mr. Phelan presented the Treasurer's Report for the month of April (copy attached) along with the vouchers and the monthly financial reports for Mott MacDonald and Cleary Giacobbe. He recommended the vouchers be paid as presented.

**PURCHASING and PERSONNEL:**

There were no personnel actions for the month of April.

**PLANT OPERATIONS:**

Mr. Schmidt noted the Operating Report on the table, reporting that the flows were up due to the wet weather. Mr. DeGraw reported that the Authority fared well during the storms. He also reported on the meeting with the NJDEP regarding the nitrate levels in the river, primarily at the Passaic Valley intake. The DEP indicated that they would be increasing the monitoring sampling frequency. They also requested that the Authority make an attempt to decrease the nitrate levels, if feasible.

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**PLANNING and EXPANSION:**

Mr. Notte had nothing to report. Mr. DeGraw reported that Black & Veatch will be presenting the WWTP Master Plan Update – Phase 1 (Capacity Evaluation Report) at the next Board Meeting. A discussion ensued regarding the next phase of the Master Plan.

**CONSTRUCTION:**

Mr. Verdonik reported that Project 1 is 91% complete and the jockey pump project is 50% complete.

**INSURANCE & LEGISLATIVE REVIEW:**

Mr. Runfeldt had nothing to report. Mr. Jacobs discussed pending legislation regarding union rights and a bill requiring earned sick leave.

**LEGAL & PUBLIC RELATIONS:**

Mr. Campisi was absent.

**EXECUTIVE DIRECTOR'S REPORT:**

Mr. Bongiovanni had no formal report.

**ENGINEER'S REPORT:**

Mr. Scheri referred to the copies of the monthly Engineers Report on the table and brought the members up-to-date on all on-going projects. Discussions ensued regarding the MCC grounding and the feasibility of implementing partial nitrate removal.

**UNFINISHED BUSINESS: Reschedule May Board Meeting**

Due to a conflict with the WEA Conference, a motion was made by Mr. Schmidt, seconded by Mr. Phelan, and all in favor, to reschedule the May 9, 2018 Board Meeting to May 16, 2018 at 5:30 p.m.

**NEW BUSINESS:**

Mr. Bongiovanni reminded the Board that the Financial Disclosure Statements must be filed by April 30, 2018.

**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.

**CHANGE ORDERS: Contract 2014-1, CM-009**

On motion by Mr. Phelan, seconded by Mr. Verdonik, Resolution #18-028, Contract 2014-1, CM-009, was approved by the following vote:

**VOTED AYE: PHELAN, VERDONIK, RUNFELDT, SCHMIDT, NOTTE, KERWIN**

**ABSENT: VOORMAN, CAMPISI**

**RESOLUTION #18-028**

**Contract 2014-1, Contract Modification CM-009**

**WHEREAS**, the Pequannock, Lincoln Park and Fairfield Sewerage Authority has entered into Contract 2014-1 with Worth & Company, Inc. for Wastewater Treatment Plant Improvements; and

**WHEREAS**, the Project Engineer, Black & Veatch, has reviewed and approved Contract Modification CM-008; 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-009 is hereby approved as follows:

CM-009 - Increase in contract amount of \$62,085.95.

**PEQUANNOCK, LINCOLN PARK AND  
FAIRFIELD SEWERAGE AUTHORITY**

**ATTEST:**



Anthony G. Campisi, Jr., Secretary  
Dated: April 11, 2018



Raymond T. Kerwin, Chairman

**RESOLUTIONS:**

On motion by Mr. Verdonik, seconded by Mr. Phelan, Resolution #18-029, Award of Contract for Loading, Transport, and Delivery of Liquid Sludge, was approved by the following vote:

**VOTED AYE:** VERDONIK, PHELAN, RUNFELDT, SCHMIDT, NOTTE, KERWIN  
**ABSENT:** VOORMAN, CAMPISI

**RESOLUTION #18-029**

**Awarding Contract for Loading, Transport, and Delivery of Liquid Sludge**

**WHEREAS**, the Pequannock, Lincoln Park and Fairfield Sewerage Authority (hereinafter the "Authority"), advertised and received five (5) bids for Loading, Transporting and Delivery of Liquid Sewage Sludge on April 5, 2018; and

**WHEREAS**, the bid of R & D Trucking, Inc. was the low bid of the five bids received, at a cost of \$0.026 per gallon for a one-year period; and

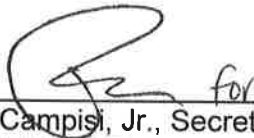
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**WHEREAS**, in accordance with N.J.A.C. 5:30-5.4(a)(3), the Authority certifies the availability of funds to cover the maximum dollar value of the pending contract as set forth in this Resolution.

**NOW, THEREFORE**, Be It Resolved by the Pequannock, Lincoln Park and Fairfield Sewerage Authority that it does hereby award a contract for Loading, Transporting and Delivery of Liquid Sewage Sludge to R & D Trucking, Inc. in accordance with its bid and the specifications.

**PEQUANNOCK, LINCOLN PARK AND  
FAIRFIELD SEWERAGE AUTHORITY**

**ATTEST:**

  
\_\_\_\_\_  
Anthony G. Campisi, Jr., Secretary  
Dated: April 11, 2018

  
\_\_\_\_\_  
Raymond T. Kerwin, Chairman

On motion by Mr. Phelan, seconded by Mr. Runfeldt, Resolution #18-030, Payment of the Operating Vouchers (copy attached), was approved by the following vote:

**VOTED AYE:** PHELAN, RUNFELDT, VERDONIK, SCHMIDT, NOTTE, KERWIN  
**ABSENT:** VOORMAN, CAMPISI

On motion by Mr. Verdonik, seconded by Mr. Phelan, Resolution #18-031, Payment of the Construction Vouchers (copy attached), was approved by the following vote:

**VOTED AYE:** VERDONIK, PHELAN, RUNFELDT, SCHMIDT, NOTTE, KERWIN  
**ABSENT:** VOORMAN, CAMPISI

On motion by Mr. Verdonik, seconded by Mr. Notte, and all in favor, Resolution #18-032, Closed Session, was approved.

**RESOLUTION #18-032**

**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 1 Construction Issues

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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.

**PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY**

**ATTEST:**


 for  
\_\_\_\_\_  
Anthony G. Campisi, Jr., Secretary  
Dated: April 11, 2018

  
\_\_\_\_\_  
Raymond T. Kerwin, Chairman

The meeting went into Closed Session at 6:38 p.m. and was reconvened to the public at 6:53 p.m.

**ADJOURNMENT:**

On motion by Mr. Verdonik, seconded by Mr. Phelan, and all in favor and there being no further business to come before the Authority, the meeting was adjourned at 6:53 p.m.

 for  
\_\_\_\_\_  
Anthony G. Campisi, Jr., Secretary  
Dated: April 11, 2018

  
\_\_\_\_\_  
Karen Napolitano, Recording Secretary

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY

TREASURER'S REPORT

Board Meeting 4/11/18

Period Ending March 31, 2018

**ACCOUNT BALANCES:**

OPERATIONS AND ADMINISTRATION

Revenue Account	\$11,349,388.71	
Operating Checking Account	65,840.43	
Payroll Checking Account	216,120.46	
Renewal & Replacement	<u>4,638,406.20</u>	\$16,269,755.80

CONSTRUCTION AND GENERAL

Construction Improvements	\$1,171,995.95	
General	<u>236,924.07</u>	<u>1,408,920.02</u>

TOTAL FUNDS MARCH 31, 2018

\$17,678,675.82

**MONTHLY EXPENDITURES:**

OPERATIONS AND ADMINISTRATION

Operating Bills	\$330,595.64 *	
Payroll - Salaries & Wages	197,727.23	
- Benefits	38,046.27 *	
- Taxes	<u>14,695.69</u>	\$581,064.83

CONSTRUCTION

283,021.12 \*

TOTAL EXPENDITURES FOR MARCH 2018

\$864,085.95

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



Robert A. Voorman, Treasurer



Karen Napolitano, Secretary to the Board

OPERATING

RESOLUTION #18-030

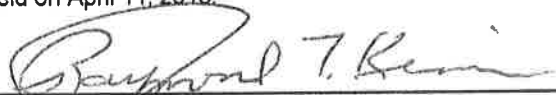
BE IT RESOLVED, by The Pequannock, Lincoln Park and Fairfield Sewerage Authority, that the bills on the list annexed hereto and made a part hereof be approved for payment and that after Voucher #18840 through #18913 have been approved by the Chairman or the Treasurer, the Treasurer shall issue warrants in payment thereof, when there are sufficient funds available to meet them.

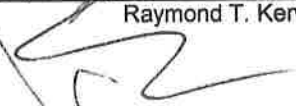
2018 BUDGET Payee	Ck#	Vou.#	Check Amt.	Description	Account
Accurate Pest Control, Inc.		18840	89.17	Pest Control/Mar'18	51.41
ADP, Inc (Louisville)		18841	535.96	Payroll Processing	31.38
AGL Welding Supply Co.,Inc.		18842	1,007.00	Cylinder Lease Renewal/3 Yr.	51.31
Allen Paper & Supply Co.		18843	1,346.35	Cleaning Supplies	51.41
Allied Electronics		18844	317.33	PLC Batteries/Operations	51.31
American Express/RNB		18845	91.69	Sympathy Gift Basket/L. Menna	31.36
American Express/RNB			80.00	PE License Renewal/RNB	51.61
American Wear		18846	287.28	Uniforms & Clothing	51.43
AP/Certified Testing		18847	375.00	Field Test/Backflow Preventor/Plant&PS'	51.65
Bally's Atlantic City		18848	2,460.00	Hotel/NJWEA Conf/7 Employees	31.21
Borough of Lincoln Park Water & Sewer		18849	450.00	Two Bridges Hydrants (11/30-2/28/18)	51.14
Cintas First Aid & Safety		18850	263.41	Re-Stock First Aid Kits	51.44
Cleary Giacobbe Alfieri Jacobs, LLC		18851	2,269.00	General & Retainer/Feb'18	51.58
Constellation NewEnergy, Inc.		18852	121,778.14	Plant (12/22-3/21/18)	51.11
Constellation NewEnergy, Inc.			8,168.12	Pumpstations (12/12-3/13/18)	51.12
Costello's Hardware		18853	61.60	Pts/Shop Supplies	51.31
Costello's Hardware			17.08	Drain Cleaner/Shop Supplies	51.41
Dave Heiner Associates, Inc.		18854	8,100.00	Refrigerator Sampler & Accessories/CPS	61.10
David Weber Oil Company		18855	1,505.30	White Oil/PS' PM	51.34
Engineered Solutions Corp.		18856	100.00	Monthly Off-Site Backup Storage - N/C	51.56
Engineered Solutions Corp.			507.50	Computer Support/OP10 Updates	51.56
Engineered Solutions Corp.			1,935.00	Instrumentation Troubles	51.56
Environmental Resource Assoc.		18857	695.06	Annual Proficiency Testing/NJDEP Req'd	51.65
Fairfield Maintenance Inc.		18858	284.00	Monthly UST Inspection/Feb'18	51.65
Finch Fuel Oil Co. Inc.		18859	28,824.17	Fuel Oil	51.13
Fleet Pump & Service Group		18860	926.00	End Cap Seal Kits/UV	51.31
Flow Assessment Services LLC		18861	2,350.00	Calibration & Reports/Flow Meters (4)	51.56
Garden State Laboratories		18862	1,001.00	Chemical Analysis	51.65
Global Equipment Company, Inc.		18863	64.31	Hanger Magnets/Shop Supplies	51.31
Grainger, Inc.		18864	531.21	Pts/Shop Supplies/Lighting	51.31
Grainger, Inc.			132.26	Gloves/Lab	51.42
Grainger, Inc.			260.80	Calibration Gas/Air Meters/Safety	51.44
Idexx Laboratories		18865	230.59	Lab Supplies	51.42
Industrial Video and Control		18866	2,552.00	Repl/Outdoor Camera	51.31
Industrial Video and Control		18867	3,851.00	Repl/Outdoor Camera	51.31
Interstate Waste Services		18868	1,340.11	Service Mar'18	51.51
Jersey Central Power&Light		18869	14,712.96	Plant	51.11
Jersey Central Power&Light			4,684.98	Pumpstations	51.12
Loraine Tuohey		18870	700.00	Retiree Health Benefits Mar'18	21.12R
McMaster-Carr Supply Co.		18871	724.97	Pts/Shop Supplies	51.31
Michael E. Solla		18872	700.00	Retiree Health Benefits Mar'18	21.12R
Mott MacDonald Group, Inc.		18873	9,467.69	Medium Voltage Transformer	51.53
Mott MacDonald Group, Inc.		18874	682.08	LSRP Services	51.63
Mott MacDonald Group, Inc.		18875	2,160.77	IPP Services/Mar'18	51.63
Neozyme International, Inc.		18876	13,421.00	EcoCatalyst/Degreaser/PS	51.21
Nestle Pure Life		18877	793.29	Water/Mar'18	51.14
New Jersey Manufacturers Ins. Co.		18878	7,184.73	W.Comp/Pym't #4 of 11	51.48
NJDEP/Hazardous Waste		18879	30.00	NJDEP/Hazardous Waste Monitoring Fee	51.62
Optimum (Cablevision)		18880	146.89	Internet Service 3/16-4/15/18	31.35
Parker Publications		18881	101.00	Awards & Affidavits	31.32
Passaic Valley Sewerage Commission		18882	29,808.00	Liquid Sludge 2/16-3/15/18	51.55D
Pitney Bowes		18883	183.69	Postage Meter Lease/Feb-Apr'18	31.34
Ploger Crane Service, Inc.		18884	750.00	Lift Grinder/PPS Well	51.38
Power Place		18885	49.44	Chain Loop/Chainsaw/Landscaping	51.54
PSE&G		18886	918.98	PS/Glenroy Rd	51.12
PSE&G		18887	925.08	PS/Jane Rd & Fairfield Rd	51.12
Quench USA		18888	432.25	Contract 4/1/18-4/30/19 Admin	51.14

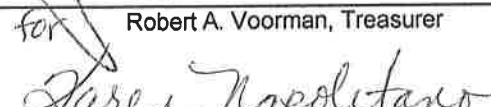
R & R Pump & Control Services, LLC	18889	771.42	Control Relays/UV	51.33
R&D Trucking	18890	20,184.00	Sludge Removal 3/1-3/30/18	51.55H
Samson Metal Service	18891	1,088.81	Miscellaneous Metal/Shop Supplies	51.31
Sherwood-Logan & Associates, Inc.	18892	2,641.91	Rpr Pts/Shaft Sleeve/Sludge Transfer	51.31s
State of NJ Pensions & Benefits/SHBP	18893	47,709.07	Health & Dental Benefits Apr'18	21.12
TBSA/Hector Cadavid	18894	65.40	Mileage/S1 Licensing Exam (3/28)	31.21
TBSA/Hector Cadavid		70.00	S1 Exam Application Fee	51.61
TBSA/Jason Tillery	18895	100.83	Mileage/S4 Exam (3/28)	31.21
TBSA/Karen Napolitano	18896	34.88	Mileage/Purchasing Class	31.21
TBSA/Karen Napolitano		15.00	Notary Renewal	31.22
TBSA/Karen Napolitano		38.96	Office Supplies	31.33
TBSA/Patrick Tuohy	18897	253.56	Food/Construction Mtg (3/13 & 4/5)	51.47
TBSA/Petty Cash	18898	46.93	Mileage/D.Tresca/Heros Salute & 3/16 Seminar	31.21
TBSA/Petty Cash		19.83	Postage/Payment App/Priority	31.34
TBSA/Petty Cash		65.81	Food/Snow Emergency (3/21)	31.36
TBSA/Petty Cash		97.50	Food/Board Mtg (3/14)	31.36
TBSA/Robert N. Bongiovanni	18899	221.88	Cell Phone 11/21-2/20/18	31.35
The Home Depot	18900	702.52	Operations & Shop Supplies	51.31
The Home Depot		19.96	All Purpose Cleaner	51.41
Township of Fairfield	18901	180.00	Water/Pumpstations (1/1-4/1/18)	51.14
Unified Power	18902	4,077.15	Annual Maintenance/UPS	51.52
United Business Systems	18903	528.00	Canon Printer/1 of 20 Quarterly Pymts.	31.31
USA Blue Book	18904	566.29	Lab Supplies	51.42
USALCO Baltimore Plant, LLC	18905	4,856.83	Polyaluminum Chloride	51.25
Verizon	18906	669.32	Telephone 3/18	31.35
Verizon		2,228.12	Lease Lines 3/18	31.37
W. B. Mason Co., Inc.	18907	100.65	Office Supplies	31.33
Wallington Plumbing & Heating Supply	18908	371.35	Pts/Shop Supplies/DPS	51.31
Wayne Auto Supply	18909	121.66	Shop Supplies	51.31
Wayne Electrical Supply Company	18910	961.83	Pts/Shop Supplies/PS'	51.31
Whipps, Inc.	18911	5,370.00	Svc/Gear Boxes/Weir Gates/UV	51.33
William Murphy	18912	700.00	Retiree Health Benefits Apr'18	21.12R
Wizard Printing	18913	60.00	Business Cards/Stein	31.33
2018 BUDGET TOTAL		378,304.71		

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 April 11, 2018.

Dated: April 11, 2018

  
 Raymond T. Kerwin, Chairman

  
 for Robert A. Voorman, Treasurer

  
 Karen Napolitano, Recording Secretary



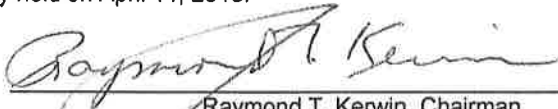
CONSTRUCTION

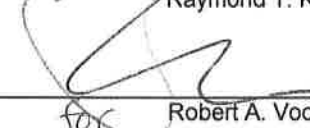
BE IT RESOLVED, by The Pequannock, Lincoln Park and Fairfield Sewerage Authority, that the bills on the list annexed hereto and made a part hereof be approved for payment and that after Voucher #0849 through #0854 have been approved by the Chairman or the Treasurer, the Treasurer shall issue warrants in payment thereof, when there are sufficient funds available to meet them.

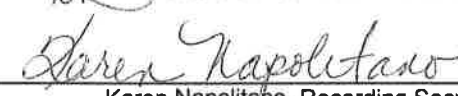
2018 BUDGET Payee	Ck#	Vou.#	Check Amt.	Description	Account
Black & Veatch		0849	56,037.91	Project#1/Construction Phase (6/30-8/4/17)	84.23
Black & Veatch		0850	50,224.34	Project#1/Construction Phase (8/4-9/1/17)	84.23
Black & Veatch		0851	51,833.16	Project#1/Construction Phase (9/1-29/17)	84.23
BR Welding		0852	34,314.70	CPS Jockey Pump	81.10
Cleary Giacobbe Alfieri Jacobs, LLC		0853	2,719.50	Plant Improvements/Feb'18	84.41
Worth & Company		0854	87,891.51	WWTP Improvements/Pymt Estimate #36	84.24
TOTAL			283,021.12		

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Dated: April 11, 2018

  
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 Raymond T. Kerwin, Chairman

  
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 for Robert A. Voorman, Treasurer

  
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 Karen Napolitano, Recording Secretary