

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
AUGUST 9, 2017 6:00 pm REGULAR MEETING

The Regular Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority was held on Wednesday, August 9, 2017 at 6:00 p.m. in its Administration Building, Lincoln Boulevard, Lincoln Park, New Jersey. Chairman Kerwin called the meeting to order at 6:02 p.m.

ROLL CALL:

On roll call, the members present were: Robert Voorman, David Runfeldt, Richard Phelan, Arthur Schmidt, Anthony Campisi, Raymond Kerwin

ABSENT: Raymond Verdonik, Jerry Notte (*excused*)

ALSO PRESENT:

Cleary Giacobbe: Mitchell Jacobs
Mott MacDonald: Kevin O'Brien
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 mailing said notice and agenda to the following official newspapers:

THE CALDWELL PROGRESS
NORTH JERSEY NEWSPAPERS (RECORD & HERALD)
THE SUBURBAN TRENDS

MINUTES APPROVAL:

On motion by Mr. Phelan, seconded by Mr. Voorman, the Regular and Closed Session Meeting Minutes of July 12, 2017 were approved by the following vote:

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

REPORTS OF COMMITTEES:

FINANCE:

Mr. Voorman presented the Treasurer's Report for the month of August (copy attached) along with the vouchers and the monthly financial reports for Mott MacDonald and Cleary Giacobbe. Mr. Voorman also noted the TBSA 6-month Interim Audit Report on the table.

PURCHASING and PERSONNEL:

Mr. Phelan presented the Personnel Actions for the month of August. On motion by Mr. Phelan, seconded by Mr. Schmidt, the Personnel Actions were approved by the following vote:

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

PLANT OPERATIONS:

Mr. Schmidt referred to the Operating Report on the table, noting that flows are up due to the wet weather and that all permit requirements have been met.

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PLANNING and EXPANSION:

Mr. Notte was absent.

CONSTRUCTION:

Mr. Verdonik was absent. Mr. DeGraw reported that the contractor is back onsite on Project 2 after a lull in the work. He noted the change order on the table to replace the suction lines to the pumps at Deepavaal and coat the wet well. The contractor is anticipating an October completion date.

INSURANCE & LEGISLATIVE REVIEW:

Mr. Runfeldt deferred to Mr. Jacobs who discussed a pending regulatory matter that originated with the Local Finance Board called the Employee Compensation Disclosure Process. He distributed sample forms and discussed the additional proposed requirements and costs this legislation would entail. He noted that AEA and other organizations are submitting their comments to the LFB with the hopes of changing or eliminating these requirements.

LEGAL & PUBLIC RELATIONS:

Mr. Campisi had nothing to report.

EXECUTIVE DIRECTOR'S REPORT:

1. NJPDES Discharge Permit – Request for Hearing

The hearing has been adjourned and a telephone conference between Diane Alexander and the DAG has been scheduled for 3 p.m. on August 10, 2017. A draft of the Settlement Agreement has been prepared by the DAG and is under review.

2. Interceptor Sewer Project

Six Certified letters recently went out to residents in Lincoln Park. Three of these requested contact information in order to access their properties to inspect manholes. The other three letters are follow-up letters to three previously notified residents. As of this morning, we have received two responses.

ENGINEER'S REPORT:

Mr. O'Brien referred to the copies of the monthly Engineers Report on the table and brought the members up-to-date on all on-going projects.

UNFINISHED BUSINESS:

None

NEW BUSINESS: Preliminary FY 2018 TBSA Budget Review

Mr. Bongiovanni noted that the TBSA Budget has been revised to reflect a reduction in the Reserve for Capital Improvements to \$900,000 and a change in Pequannock's flow. He noted Page 17 of the budget (on the table) which includes both changes. This results in an increase in total Participant Charges of 0.05%. He reviewed the budget approval and adoption schedule. Mr. Bongiovanni noted that the flow estimates can be amended as needed.

NEW BUSINESS: FY 2018 DCA Budget with Capital Budget

Mr. Bongiovanni noted the 2018 DCA Budget and memo on the table. He stated that the Capital Budget was developed from the FY 2017 Consulting Engineer's Report which was

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presented to the Board last month. The Capital Budget shows \$20,600,000 in projects over the next six years which will be funded by a combination of Renewal & Replacement, Construction Fund and Bond Financing. He requested that if any Board Member had any comments or changes, to please let him know prior to the next board meeting.

CORRESPONDENCE:

All members received copies of the correspondence prior to the meeting. There was no discussion. All correspondence is on file with the Authority Secretary.

PUBLIC DISCUSSION:

There was no public present.

CHANGE ORDERS:

On motion by Mr. Voorman seconded by Mr. Runfeldt, Resolution #17-048, Contract 2014-2, CM-006 for \$148,000.00, was approved by the following vote:

VOTED AYE: VOORMAN, RUNFELDT, PHELAN, SCHMIDT, CAMPISI, KERWIN

ABSENT: VERDONIK, NOTTE

RESOLUTION #17-048

Contract 2014-2, Contract Modification CM-006

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority has entered into Contract 2014-2 with DeMaio Electrical Co., Inc. for Pumping Station Improvements; and

WHEREAS, the Project Engineer, Mott MacDonald, has reviewed and approved Contract Modification CM-006; 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-006 is hereby approved as follows:

CM-006 - Increase in contract amount of \$148,000.00

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ATTEST:

Raymond T. Kerwin, Chairman

Anthony G. Campisi, Jr., Secretary

Dated: August 9, 2017

RESOLUTIONS:

On motion by Mr. Phelan, seconded by Mr. Runfeldt, Resolution #17-049, Award Contract for Intermediate Settling Tanks Rehabilitation, was approved by the following vote:

VOTED AYE: PHELAN, RUNFELDT, VOORMAN, SCHMIDT, CAMPISI, KERWIN

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ABSENT: VERDONIK, NOTTE

RESOLUTION #17-049

Awarding Contract for Intermediate Settling Tanks Rehabilitation

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage advertised for bids for the rehabilitation of the intermediate settling tanks and received seven (7) bids on August 2, 2017; 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 contract is hereby awarded to the low bidder, BR Welding, Inc., in the amount of \$823,000.00, in accordance with its bid and the specifications.

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

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ATTEST:

Raymond T. Kerwin, Chairman

Anthony G. Campisi, Jr., Secretary
Dated: August 9, 2017

On motion by Mr. Schmidt, seconded by Mr. Phelan, Resolution #17-050, Authorize Engineering Services for Installation of Medium Voltage Transformers, was approved by the following vote:

VOTED AYE: SCHMIDT, PHELAN, VOORMAN, RUNFELDT, CAMPISI, KERWIN

ABSENT: VERDONIK, NOTTE

RESOLUTION #17-050

Authorizing Engineering Services for Installation of Medium Voltage Transformers

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority (hereinafter the "Authority"), has need for Engineering Services for the installation of medium voltage transformers; and

WHEREAS, the Authority's Engineer, Mott MacDonald (hereinafter "MM"), has submitted a proposal for professional services dated July 11, 2017, which the Authority has determined will meet the needs of the Authority; and

WHEREAS, by Resolution dated February 8, 2017, the Authority awarded the General Consulting Engineer's Agreement (hereinafter the "Agreement") to MM; and

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WHEREAS, the Agreement provides the Authority may request MM to do additional consulting services; and

WHEREAS, the Authority wishes to retain MM to provide engineering services for the installation of medium voltage transformers; 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. Mott MacDonald is hereby retained under its General Consulting Engineer's Agreement to provide engineering services for the installation of medium voltage transformers in accordance with its July 11, 2017 proposal, in an amount not to exceed \$62,000.00.

2. Notice of this action shall be published in one of the official Authority Newspapers.

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ATTEST:

Raymond T. Kerwin, Chairman

Anthony G. Campisi, Jr., Secretary
Dated: August 9, 2017

On motion by Mr. Voorman, seconded by Mr. Runfeldt, Resolution #17-051, Payment of the Operating Vouchers (copy attached), was approved by the following vote:

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

On motion by Mr. Phelan, seconded by Mr. Voorman, Resolution #17-052, Payment of the Construction Vouchers (copy attached), was approved by the following vote:

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

On motion by Mr. Phelan, seconded by Mr. Schmidt, and all in favor, Resolution #17-053, Closed Session, was approved.

RESOLUTION #17-053

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;

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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) Personnel Matters
- b) Project #1 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.

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ATTEST:

Raymond T. Kerwin, Chairman

Anthony G. Campisi, Jr., Secretary
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The meeting went into Closed Session at 6:27 p.m. and was reconvened to the public at 7:13 p.m.

Mr. Phelan left the meeting at 6:40 p.m.

ADJOURNMENT:

On motion by Mr. Schmidt, seconded by Mr. Runfeldt, and all in favor and there being no further business to come before the Authority, the meeting was adjourned at 7:13 p.m.

Anthony G. Campisi, Jr., Secretary
Dated: August 9, 2017

Karen Napolitano, Recording Secretary