

**PEQUANNOCK, LINCOLN PARK AND FAIRFIELD SEWERAGE AUTHORITY
FEBRUARY 10, 2016 6:00 pm REORGANIZATION MEETING**

The Reorganization Meeting of the Pequannock, Lincoln Park and Fairfield Sewerage Authority was held on Wednesday, February 10, 2016 at 6:00 p.m. in its Administration Building, Lincoln Boulevard, Lincoln Park, New Jersey. Chairman Notte called the meeting to order at 6:00 p.m.

ROLL CALL:

On roll call, the members present were: Arthur Schmidt, Anthony Campisi, Robert Voorman, Raymond Verdonik, David Runfeldt, Raymond Kerwin, Jerry Notte

Absent: Richard Phelan (excused)

Also Present:

Cleary Giacobbe: Mitchell Jacobs
Hatch Mott MacDonald: John Scheri
TBSA: Robert N. Bongiovanni
Michael E. Solla
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

OATH OF PUBLIC OFFICERS:

Chairman Notte turned the meeting over to Attorney Mitchell Jacobs to give the Oath of Office to Raymond T. Kerwin of Lincoln Park, reappointed for a 5-year term and Anthony G. Campisi, Jr. of Fairfield, reappointed for a 5-year term. The Board congratulated the Board Members on their reappointments.

REPORT OF NOMINATING COMMITTEE:

Chairman Notte called for the report from the nominating committee. Mr. Schmidt presented the nominations: Chairman – Jerry J. Notte; Vice Chairman – Robert A. Voorman; Treasurer – Richard Phelan; Secretary – Raymond T. Kerwin.

Mr. Schmidt asked if there were any other nominations from the floor. There were none.

A motion by Mr. Campisi, seconded by Mr. Schmidt, to close nominations was approved by the following vote:

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

A motion by Mr. Runfeldt, seconded by Mr. Campisi, to approve the slate of nominees as presented was approved by the following vote:

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

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List of elected officers: Chairman – Mr. Jerry J. Notte/Fairfield
Vice Chairman – Mr. Robert A. Voorman/PRBRSA
Secretary – Mr. Raymond T. Kerwin/Lincoln Park
Treasurer – Mr. Richard Phelan/Fairfield

The appointees were congratulated by the Board and Mr. Notte continued as Chairman.

APPOINTMENT OF COMMITTEES:

Mr. Notte recommended that the Committee appointments remain the same.

RESOLUTIONS FOR REORGANIZATIONAL MEETING

At this time, Mr. Notte addressed the first four resolutions that pertained to the Reorganization Meeting. On motion by Mr. Schmidt, seconded by Mr. Verdonik and all in favor, Resolutions #16-007 Designation of Signatories for Disbursements, Resolution #16-008 Designated Official Newspapers, Resolution #16-009 Schedule of Meetings and Posting Procedures, and Resolution #16-010 Interest Rate for Late Payment of Annual Charges were approved by the following vote:

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

RESOLUTION #16-007


WHEREAS, the Regulations of the State of New Jersey, Department of Community Affairs, Division of Local Government Services, require three signatories for the payment of claims, issued by check, drawn on the Pequannock, Lincoln Park and Fairfield Sewerage Authority ("Authority");

NOW, THEREFORE, Be It Resolved that the Authority does designate the following three signatories for the payment of claims by check drawn on the treasury of the Authority, which signatories are officially recorded below:

1. Chairman, Jerry J. Notte, and in his absence, Vice Chairman Robert A. Voorman
2. Treasurer, Richard Phelan, and in his absence, Secretary Raymond T. Kerwin
3. Executive Director, Robert N. Bongiovanni or Assistant Executive Director, Michael E. Solla and in their absence, Secretary to the Board, Karen Napolitano

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

ATTEST:

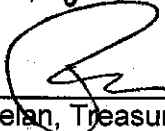


Raymond T. Kerwin, Secretary

Dated: February 10, 2016

Signatories:


Jerry J. Notte, Chairman



Richard Phelan, Treasurer


Jerry J. Notte, Chairman

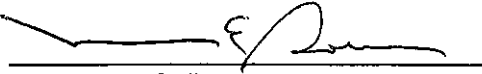

Robert A. Voorman, Vice Chairman


Raymond T. Kerwin, Secretary

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Robert N. Bongiovanni
Executive Director


Karen Napolitano
Secretary to the Board


Michael E. Solla
Assistant Executive Director

RESOLUTION #16-008

WHEREAS, the Pequannock, Lincoln Park and Fairfield Sewerage Authority is desirous of designating newspapers of general circulation within this area as the official newspapers for the publication of all required notices;

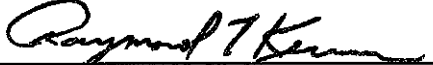
BE IT THEREFORE RESOLVED that the following newspapers are so designated:


1. CALDWELL PROGRESS, INC.
6 Brookside Avenue
Caldwell, NJ 07006
2. THE SUBURBAN TRENDS
One Boonton Avenue
Butler, New Jersey 07405
3. THE NORTH JERSEY MEDIA GROUP, INC.
P.O. Box 18862
Newark, New Jersey 07191-8862

BE IT FURTHER RESOLVED, that the Secretary of the Authority is authorized and directed to submit any and all required publications to any the above designated newspapers.

**PEQUANNOCK, LINCOLN PARK AND
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ATTEST:


Raymond T. Kerwin, Secretary
Dated: February 10, 2016


Jerry J. Motte, Chairman

RESOLUTION #16-009

WHEREAS, the Open Public Meetings Act, Chapter 231 of the laws of 1975, requires all public bodies covered by said Act, at least once each year, and within seven days following the annual organization or reorganization meeting of such body, to post and maintain posted through the year as set forth in the Act, a schedule of the regular meeting of the public body to be held during the succeeding year.

NOW, THEREFORE, BE IT RESOLVED, by the Pequannock, Lincoln Park and Fairfield Sewerage Authority, as follows:

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1. The schedule of regular and conference meetings of the Pequannock, Lincoln Park and Fairfield Sewerage Authority as set forth in the schedule annexed hereto be and the same is hereby adopted.

2. The Authority Secretary is hereby authorized and directed to prominently post said schedule in at least one public place reserved for such announcements and to post on the official Authority website.

3. Said schedule shall be mailed, emailed, faxed or hand delivered by the Authority Secretary to the following official newspapers of the Authority:

- a. The Caldwell Progress
- b. The Suburban Trends
- c. The North Jersey Media Group, Inc.

4. Said schedule shall be placed on file with the Authority Secretary and the Municipal Clerks of the Borough of Lincoln Park and the Townships of Fairfield and Pequannock and the offices of the PRBRSA.

5. Special meetings may be held as and when necessary, with notice to be given as provided for in the Act and meetings involving urgent matters may be held as provided for in Section 4b of the Act.

6. In the event that the annexed schedule is hereafter revised, the revised schedule shall be posted, mailed and filed by the Authority Secretary in the manner described hereinabove.

**PEQUANNOCK, LINCOLN PARK AND
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ATTEST:



Raymond T. Kerwin, Secretary

Dated: February 10, 2016



Jerry J. Notte, Chairman

RESOLUTION #16-010

WHEREAS, Section 9 of the December 20, 1985 Agreement, Amending and Supplementing the Service Contracts for the Participants of the Pequannock, Lincoln Park and Fairfield Sewerage Authority (hereinafter the "Authority"), requires that the Authority charge an interest rate of eight percent (8%) per annum for the first \$1,500.00 of any delinquent payment made by a Participant after the tenth (10th) calendar day following the date which payment was due; and

WHEREAS, Section 9 of the December 20, 1985 Agreement Amending and Supplementing the Service Contracts for the Authority, further requires that the Authority annually at its Reorganizational meeting set an interest rate on the delinquency of any payment

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by a Participant after the 10th calendar day following the date upon which it is due, on any amount in excess of \$1,500.00; and


WHEREAS, said rate was previously set by the Authority at its Reorganizational Meeting of February 11, 2015.

NOW, THEREFORE, Be It Resolved by the Pequannock, Lincoln Park and Fairfield Sewerage Authority that for the fiscal year 2016 the interest rate on any delinquent payments by the participants received by the Authority after the 10th calendar day following the date upon which it is due, shall be twelve percent (12%) per annum on any amount in excess of \$1,500.00 and to be calculated in accordance with Section 9 of said Agreement from the original due date;

BE IT FURTHER RESOLVED, that a copy of the Resolution be provided to each of the Participants in accordance with the requirements of Section 9 of the Agreement.

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

ATTEST:



Raymond T. Kerwin, Secretary
Dated: February 10, 2016


Jerry J. Notte, Chairman

REAPPOINTMENT OF PROFESSIONAL STAFF:

Mr. Notte noted that the Board Members had received a summary of the Professional Staff proposals prior to the meeting. Mr. Solla reviewed the resolutions for approval. On motion by Mr. Campisi, seconded by Mr. Kerwin, Resolution #16-011 Reappointment of the Authority Engineer; Resolution #16-012 Reappointment of the Authority Auditor; Resolution #16-013 Reappointment of Authority Attorney; were approved by the following vote:

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

RESOLUTION #16-011

WHEREAS, there exists a need for General Engineering Consulting Services, including LSRP and IPP Management Services, for the Pequannock, Lincoln Park and Fairfield Sewerage Authority (the "Authority"); and

WHEREAS, pursuant to the Local Public Contract law (NJSA 40A:11-5) a contract for professional services may be let without public bidding thereof; and

WHEREAS, the Authority has received two (2) proposals for these professional services;

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

1. The January 7, 2016 proposal received from Hatch Mott MacDonald for the Authority's General Engineering Consulting Services is acceptable and Hatch Mott MacDonald is retained in accordance with its proposal, commencing on March 1, 2016 for a period of one (1) year.

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

3. This contract is awarded pursuant to a Fair and Open Process in accordance with N.J.S.A. 19:44A-20.5 et seq.

4. Notice of this contract shall be published in one of the Official Authority Newspapers.

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

ATTEST:



Raymond T. Kerwin, Secretary

Dated: February 10, 2016



Jerry J. Notte, Chairman

RESOLUTION #16-012

WHEREAS, there exists a need for Auditing Services for the Pequannock, Lincoln Park and Fairfield Sewerage Authority (the "Authority"); and

WHEREAS, pursuant to the Local Public Contract law (N.J.S.A. 40A:11-5), a contract for professional services may be let without public advertising and bidding thereof;

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

1. The firm of Ferraioli, Wielkocz, Cerullo and Cuva, P.A. is retained in accordance with its proposal dated December 23, 2015 as Authority Auditor, commencing on March 1, 2016 for a period of one (1) year, in an amount not to exceed \$22,300 plus any additional services required in connection with NJEIT projects or GASB compliance, in accordance with the hourly rates set forth in the proposal.

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

3. This contract is awarded in compliance with the requirements of N.J.S.A. 19:44A-20.4 et seq.

4. Notice of this contract shall be published in one of the Official Authority Newspapers.

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

ATTEST:



Raymond T. Kerwin, Secretary

Dated: February 10, 2016



Jerry J. Notte, Chairman

RESOLUTION #16-013

WHEREAS, there exists a need for an attorney to provide General Legal Services for the Pequannock, Lincoln Park and Fairfield Sewerage Authority (the "Authority"); and

WHEREAS, pursuant to the Local Public Contract law (N.J.S.A. 40A:11-5) a contract for professional services may be let without public bidding thereof;

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

1. The December 21, 2015 proposal of Cleary Giacobbe Alfieri Jacobs, LLC for General Legal Services is acceptable and the firm of Cleary Giacobbe Alfieri Jacobs, LLC is retained in accordance with its proposal, commencing on March 1, 2016 for a period of one (1) year.

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

3. This contract is awarded in compliance with the requirements of N.J.S.A. 19:44A-20.5 et seq.

4. Notice of this contract shall be published in one of the Official Authority Newspapers.

**PEQUANNOCK, LINCOLN PARK AND
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ATTEST:



Raymond T. Kerwin, Secretary
Dated: February 10, 2016


Jerry J. Notte, Chairman

MINUTES APPROVAL:

On motion by Mr. Kerwin, seconded by Mr. Voorman, the Minutes of the Regular Meeting of January 13, 2016 were approved by the following vote:

VOTED AYE: KERWIN, VOORMAN, SCHMIDT, CAMPISI, NOTTE

ABSTAINED: VERDONIK, RUNFELDT

ABSENT: PHELAN

REPORTS OF COMMITTEES:

FINANCE

Mr. Voorman presented the Treasurer's Report for the month of February (copy attached), along with the vouchers and the monthly reports for Hatch Mott MacDonald and Cleary Giacobbe. Mr. Voorman recommended payment of the vouchers as presented.

PURCHASING AND PERSONNEL

Mr. Solla presented the Personnel Actions for the month of February, noting that the Authority has filled one position in Maintenance. He also noted that the Wage and Salary Guide will be presented for approval following the resolution of the union negotiations. On motion by Mr. Campisi, seconded by Mr. Kerwin, the Personnel Actions (copy attached) were approved by the following vote:

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

PLANT OPERATIONS

Mr. Schmidt noted the Operating Report, commenting that the flows are up slightly due to the rain and the phosphorus is at a good level.

PLANNING & EXPANSION:

Mr. Kerwin had nothing to report.

CONSTRUCTION:

Mr. Verdonik noted the Construction Report on the table. He commented that Project 1 is moving along at about 13% complete. Project 2 is at 35% complete and is on schedule. Mr. Solla explained the change order on the agenda for Project 2. He noted that there was a pending change order for the Deepavaal Pump station roof but due the cost, the Authority has opted to wait. Mr. Solla also noted that Worth & Company had also submitted a change order for Project 1 but it has not been approved. Mr. Scheri noted that Worth has been providing better schedule updates and reports and they are moving in the right direction.

INSURANCE & LEGISLATIVE REVIEW:

Mr. Runfeldt had nothing to report. Mr. Jacobs discussed a pending bill requiring all employers to provide paid sick leave to all employees. He explained that although the Authority currently provides paid sick leave, the bill expands the definition of "sick time". Mr. Jacobs also reported that the legislation mandating a 2% hard cap on regional sewerage authorities has been reintroduced as S848 and is currently pending in the Senate. He provided the Board Members with a copy of the bill as well as the comments AEA has submitted to the Senate.

Mr. Jacobs then discussed a class action suit regarding price-fixing in the usage of liquid aluminum sulfate. The Authority has been asked to join the suit. A motion was made by Mr. Campisi, seconded by Mr. Schmidt, authorizing the Executive Director to execute a retainer agreement to join the class action suit was approved by the following vote:

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

LEGAL & PUBLIC RELATIONS:

Mr. Campisi had nothing to report.

EXECUTIVE DIRECTOR'S REPORT:

Mr. Bongiovanni noted the FY 2016 Objectives List on the table. He discussed the AEA Conference in March and the IT Seminar in February, inviting any Board Member that might be interested in attending either.

ASSISTANT EXECUTIVE DIRECTOR'S REPORT:

Mr. Solla informed the Board that the discharge to groundwater permit has been revoked, much sooner than anticipated. The Authority is currently in discussions with HMM to seal the three wells. He also discussed the Sufficiently Sensitive Methods Testing which could become another requirement for the Authority. Lastly, Mr. Solla discussed the electrical cable replacement and noted that one of the insurance company policies has denied the claim.

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ENGINEER'S REPORT:

Mr. John Scheri, of HMM, distributed copies of the monthly Engineers Report. Mr. Scheri brought the members up-to-date on all on-going projects.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

None

CORRESPONDENCE:

All members received copies of the correspondence prior to the meeting. The correspondence was reviewed and discussed and is on file with the Authority Secretary.

PUBLIC DISCUSSION:

None

CHANGE ORDERS: CM-001, Contract 2014-2, Increase of \$80,000.00

On motion by Mr. Kerwin, seconded by Mr. Runfeldt, Resolution #16-014, CM-001, Contract 2014-02, was approved by the following vote:

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

RESOLUTION # 16-014

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, Hatch Mott MacDonald, has reviewed and approved Contract Modification CM-001.

NOW, THEREFORE, Be It Resolved by the Pequannock, Lincoln Park and Fairfield Sewerage Authority that Contract Modification CM-001 is hereby approved as follows:

CM-001 - Increase in contract amount of \$80,000.00


No extension of days in the contract time has been approved.

**PEQUANNOCK, LINCOLN PARK AND
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ATTEST:



Raymond T. Kerwin, Secretary
Dated: February 10, 2016


Jerry J. Notte, Chairman

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RESOLUTIONS:

On motion by Mr. Campisi, seconded by Mr. Schmidt, Resolution #16-015, Renewal of Contract for Safety and Health Services, was approved by the following vote:

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

RESOLUTION #16-014

WHEREAS, there exists a need for a firm to provide Safety and Health Training and other safety related services for the Pequannock, Lincoln Park and Fairfield Sewerage Authority (the "Authority"); and

WHEREAS, pursuant to the Local Public Contract law (N.J.S.A. 40A:11-5) a contract for professional services may be let without public advertising and bidding thereof;

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

1. The firm of Skyline Environmental, Inc. is retained in accordance with its proposal dated January 6, 2016 for Safety and Health Training and Safety Related Services, commencing on March 1, 2016 for a period of one (1) year in an amount not to exceed \$38,485.
2. The Chairman is authorized and directed to execute a contract in accordance with the terms of this resolution.
3. This contract is awarded in compliance with the requirements of N.J.S.A. 19:44A-20.4 et seq.
4. Notice of this contract shall be published in one of the Official Authority Newspapers.

**PEQUANNOCK, LINCOLN PARK AND
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ATTEST:



Raymond T. Kerwin, Secretary
Dated: February 10, 2016



Jerry J. Notte, Chairman

On motion by Mr. Voorman, seconded by Mr. Runfeldt, Resolution #16-017, Renewal of Special Legal Services Contract for Environmental Counsel was approved by the following vote:

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

RESOLUTION #16-016

WHEREAS, there exists a need for Special Legal Services for addressing matters related to the Authority's NJPDES discharge to surface water permit, settlement agreement related to that permit, ongoing and new environmental regulations and policies and various environmental compliance issues for the Pequannock, Lincoln Park and Fairfield Sewerage Authority (the "Authority"); and

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WHEREAS, pursuant to the Local Public Contract law (NJSA 40A:11-5) a contract for professional services may be let without public bidding thereof;

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

1. The December 21, 2015 proposal of Maraziti Falcon, LLP for Special Legal Counsel is acceptable and the firm of Maraziti Falcon, LLP is retained in accordance with its proposal, commencing on March 1, 2016 for a period of one (1) year.


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

3. This contract is awarded in compliance with the requirements of N.J.S.A. 19:44A-20.5 et seq.

4. Notice of this contract shall be published in one of the Official Authority Newspapers.

**PEQUANNOCK, LINCOLN PARK AND
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ATTEST:



Raymond T. Kerwin, Secretary

Dated: February 10, 2016


Jerry J. Notte, Chairman

On motion by Mr. Campisi, seconded by Mr. Voorman, Resolution #16-017, Operating Vouchers Approval, was approved by the following vote (copy attached):

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

On motion by Mr. Verdonik, seconded by Mr. Voorman, Resolution #16-018, Construction Vouchers Approval, was approved by the following vote (copy attached):

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

On motion by Mr. Kerwin, seconded by Mr. Schmidt and all in favor, Resolution #16-019, Closed Session, was approved.

RESOLUTION #16-019

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:

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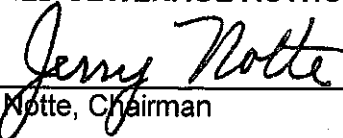
- a) General Legal Matters
- b) Professional Services Contracts
- c) Union Contract Negotiations

2. The matters will be considered at this meeting, and the public shall not be admitted to this discussion.

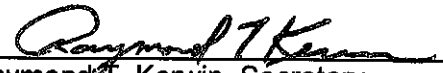
3. It is not known when or if the matters to be discussed in closed session can be disclosed to the public.

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

ATTEST:




Jerry J. Notte, Chairman




Raymond T. Kerwin, Secretary
Dated: February 10, 2016

The meeting went into Closed Session at 6:47 p.m. and back into Open Session at 7:43 p.m.

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 7:43 p.m.



Raymond T. Kerwin, Secretary
Dated: February 10, 2016



Karen Napolitano, Recording Secretary

PEQUANNOCK, LINCOLN PARK AND FAIRFIELD
SEWERAGE AUTHORITY

TREASURER'S REPORT

Board Meeting 2/10/16

Period Ending January 31, 2016

ACCOUNT BALANCES:

OPERATIONS AND ADMINISTRATION

Operating Checking Account	\$22,199.49	
Payroll Checking Account	\$228,072.40	
Revenue Account	<u>\$7,327,733.48</u>	\$7,578,005.37

CONSTRUCTION

General	\$236,924.07	
Renewal & Replacement	\$3,038,341.57	
Construction Improvements	<u>\$2,347,684.59</u>	<u>\$5,622,950.23</u>

TOTAL FUNDS JANUARY 31, 2016

\$13,200,955.60

MONTHLY EXPENDITURES:

OPERATIONS AND ADMINISTRATION

Operating - Bills, Benefits, etc.	\$254,226.22 *	
Payroll - Salaries & Wages (net)	\$91,892.95 **	
- Taxes	\$51,505.84 **	
- 3rd Party Payments	<u>\$21,639.10 **</u>	\$419,264.11

CONSTRUCTION

\$656,313.18 *

TOTAL EXPENDITURES FOR JANUARY 2016

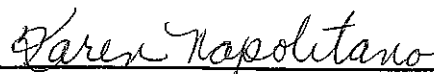
\$1,075,577.29

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

** Amount shown has been deducted from above account balances.



Richard Phelan, Treasurer



Karen Napolitano, Secretary to the Board

The Pequannock, Lincoln Park & Fairfield Sewerage Authority

PERSONNEL ACTIONS:

Date: February 10, 2016

		<u>Increase</u>	<u>Effective</u>
<u>Anniversary:</u>			
Joseph Gibson	Employed: 33 years	2.5%	2/19/2016
	Chief Operator: 11 years		

New Employee:

Hector Cadavid Orozco	Repairman Trainee		1/25/2016
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FY 2016 Wage & Salary Guide
Pending Labor Negotiations

Also Attached:
Current Wage and Salaries List
Updated 2016 TBSA Organizational Chart

OPERATING

RESOLUTION # 16-017

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 #17012 through #17082 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	Ck #	Vou. #	Ck. Am't	Description	Acct #
Borough of Lincoln Park Water & Sewer Energy Solutions Heating and Cooling		17012	1,100.38	Two Bridges Rd (10/1-12/31/15)	a51.14
		17013	1,350.00	Boiler Service & Repair/SPS & DPS	a51.33
TOTAL 2015 BUDGET			2,450.38		

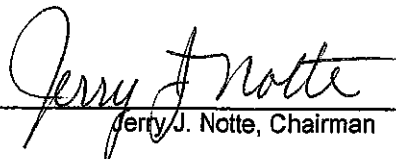
2016 BUDGET

Payee	Ck #	Vou. #	Ck. Am't	Description	Acct #
A E A		17014	5,200.00	Regular Member Dues	b31.22
Accurate Pest Control, Inc.		17015	178.34	Pest Control/Dec & Jan	b51.41
ADP, Inc (Louisville)		17016	85.00	ADP YE Seminar Registration/Tresca	b31.24
ADP, Inc (Louisville)			396.70	Payroll Processing Chrg	b31.38
Allen Paper & Supply Co.		17017	374.96	Cleaning Supplies	b51.41
American Express/RNB		17018	10.00	E-Z Pass/Business Expenses	b31.21
American Express/RNB			1,129.36	Microsoft Surface Pro4/RNB	b51.52
AP/Certified Testing		17019	2,432.00	Manhole Lid Lifter	b51.44
Applied Analytics, Inc.		17020	1,901.25	#2 of 4 Calib/Flow Meters (1/15/16)	b51.56
Aqua Pro-Tech Laboratories		17021	750.00	Chemical Analysis/Rec'd 12/9-12/11/15	b51.65
C.J. Vanderbeck and Son, Inc.		17022	769.06	Rpr/Boiler Controller	b51.33
Cablevision		17023	144.90	Internet Service 1/16-2/15/16	b31.35
CE Union		17024	89.00	Government Integrity Workshop/RNB	b31.24
Clark Transmission Co.		17025	253.17	Pts/JPS Fan/Grit Screw	b51.31
Clark Transmission Co.			262.40	Pts/Sludge Transfer Pump	b51.31s
Cleary Giacobbe Alfieri & Jacobs LLC		17026	1,542.00	Retainer & Gen'l thru Dec'15	b51.58
Cummins Power Systems, LLC		17027	1,734.41	Install/Battery Charger/PPS Genset	b51.32
East Coast Salt Distribution		17028	1,332.64	Rock Salt	b51.41
Eastern Data Paper, Inc.		17029	194.20	Pie Charts/Data Recording/PS	b51.31
Energy Solutions Heating and Cooling		17030	1,135.00	Boiler Service & Repair/SPS/CPS/Garage	b51.33
Engineered Solutions Corp.		17031	689.55	Equip/Operations	b51.52
Engineered Solutions Corp.			13,035.00	Comp Supp/Operations	b51.52
Environmental Resource Assoc.		17032	104.00	Lab Samples	b51.65
Environmental Resource Assoc.			491.81	Qtrly Lab Samples/Pymt 1 of 4	b51.65
Fairfield Maintenance Inc.		17033	260.00	Monthly UST Inspection/Jan	b51.56
Feldman Bros. Elect. Supply Co., Inc.		17034	401.70	Network Supplies/Operations	b51.52
Finch Fuel Oil Co. Inc.		17035	5,705.96	Fuel Oil/Plant	b51.13
Fisher Scientific		17036	571.19	Lab Supplies	b51.42
Flow Assessment Services LLC		17037	2,350.00	Calibration & Reports/Flow Meters (4)	b51.56
GCF Inc.		17038	2,320.00	Annual Support Renewal	b51.52
GE Intelligent Platforms, Inc.		17039	7,483.17	Renewal/Support iFIX SCADA Software	b51.52
Grainger, Inc.		17040	1,462.43	Pts/Tools/Shop Supplies & Operations	b51.31
Grainger, Inc.			751.09	Janitorial Supplies/Operations	b51.41
Grainger, Inc.			417.04	Mechanics Gloves/Tyvek Suit	b51.44
Grainger, Inc.			413.95	UPS System/HVAC Backup	b51.52
Hach Company		17041	184.17	Lab Supplies	b51.42
Hatch Mott MacDonald		17042	1,550.00	Gen'l Consulting/Jan'16	b51.53
Hatch Mott MacDonald		17043	297.05	NJPDES Draft	b51.63
Hatch Mott MacDonald		17044	3,625.68	Cable Replacement	b61.10
Idexx Laboratories		17045	3,056.79	Lab Supplies	b51.42
Institute for Professional Development		17046	99.00	OPRA & Records Management/Tresca	b31.24
Institute for Professional Development			198.00	Pension Procedures/Tresca & Napolitano	b31.24
Interstate Waste Services		17047	1,248.66	Service/Dec'15	b51.51
Jersey Central Power&Light		17048	5,863.51	PS'	b51.11
McMaster-Carr Supply Co.		17049	133.44	Pts/Shop Supplies	b51.31
Mr. Shims		17050	1,300.55	Refill Packs A/B/C/D/Shop Supplies	b51.31

New Jersey Manufacturer's Ins. Co.	17051	6,539.83	W.Comp/Pym't #2 of 11	b51.48
NJDEP/Air Quality Permit Prog	17052	820.00	Air Permit Renewal/CPS (1/15/16-1/15/21)	b51.62
NJDEP/Physical Connection Permit	17053	200.00	Renewal/2016 Physical Connection Permit	b51.62
NJWEA, Registrar	17054	103.00	Membership/R. Schuch	b31.22
One Call Concepts	17055	38.46	One Call Messages/Dec'15	b51.62
Partition Plus	17056	376.00	Utility Shelf	a51.31
Passaic Valley Sewerage Commission	17057	30,825.00	Liquid Sludge 12/16/15-1/15/16	b51.55D
PSE&G	17058	1,264.32	PS/Jane Rd.	b51.12
PSE&G	17059	2,037.03	PS/Fairfield Rd.	b51.12
PSE&G	17060	2,723.89	PS/Glenroy Rd.	b51.12
R&D Trucking	17061	15,022.00	Sludge Removal 1/4-1/22/16	b51.55H
Skyline Environmental, Inc.	17062	3,400.00	Health & Safety Training	b51.64
State of NJ/Pensions & Benefits	17063	1,881.82	Dental Insurance	b21.12
State of NJ/Pensions & Benefits	17063	49,371.84	Health Benefits	b21.12
TBSA/Donna Peteja	17064	50.16	Lab Notebooks	b51.42
TBSA/Petty Cash	17065	53.38	Mileage/Training Seminars (1/18&1/26)	b31.24
TBSA/Petty Cash		41.09	Reimburse (1/2-1/29-16)	b31.36
TBSA/Petty Cash		59.82	Food/Exit Interview (1/15)	b31.36
TBSA/Petty Cash		84.85	Food/Board Mtg (1/13)	b31.36
TBSA/Petty Cash		73.88	Food/Project Mtgs (1/5)	b51.47
TBSA/Richard Walter	17066	20.00	Exp/Flu Vaccine	b51.64
The Home Depot	17067	490.42	Pts/Shop Supplies & Operations	b51.31
The Home Depot		98.00	Toilet/Skimming Bath	b51.41
The Progress	17068	94.88	Award & Affidavit/NJM & Willis	b31.32
True Value Hardware	17069	4.31	Supplies/Operations	b51.31
True Value Hardware		13.59	Primer	b51.35
UniFirst Corporation	17070	295.52	Uniforms	b51.43
United Cooling & Refrigeration Inc.	17071	1,098.75	PM/Nov'15-Jan'16/Pynt 3 of 4	b51.33
United Equip. & Fabricators	17072	5,321.00	Safety Guards/Intermediate Drive Covers	b61.10
VanGuard Cleaning Systems	17073	323.00	Cleaning Service/Feb'16	b51.41
Verizon	17074	607.85	Telephones 1/16	b31.35
Verizon		2,025.80	Lease Lines 1/16	b31.37
Verner-Cadby Ford	17075	143.69	Rpr/Check Engine Light/Ford Explorer	b51.36
W. B. Mason Co., Inc.	17076	82.55	Office Supplies	b31.33
Wallington Plumbing & Heating Supply	17077	269.26	Pts/Shop Supplies/Plant	b51.31
Water Works Supply Co.Inc.	17078	3,843.57	Pts/Flow Measure/Plant Water	b51.31
Wayne Auto Supply	17079	49.85	Absorbants/Shop Supplies	b51.31
Wayne Electrical Supply Company	17080	1,171.54	Pts/Battery/Bulbs/Starter Contact Kit	b51.31
Willis of New Jersey, Inc.	17081	18,117.00	Renewal/Boiler & Machinery	b51.48
Willis of New Jersey, Inc.	17082	28,810.76	Renew/Package w/Auto Pym't #1	b51.48
TOTAL 2016 BUDGET		251,775.84		
TOTAL 2015 BUDGET		2,450.38		
TOTAL 2016 BUDGET		251,775.84		
TOTAL BOTH BUDGETS		254,226.22		

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 February 10, 2016.

Dated: February 10, 2016


Jerry J. Notte, Chairman


Richard Phelan, Treasurer


Karen Napolitano, Recording Secretary

CONSTRUCTION FUND

RESOLUTION # 16-018

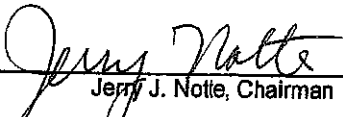
BE IT RESOLVED, By The Pequannock, Lincoln Park and Fairfield Sewerage Authority that the bills on the list annexed hereto and made a part hereof, be approved for payment, and that after Vouchers #0724 through #0727 have been approved by the Chairman or the Treasurer, the Treasurer shall issue Warrants in payment thereof, when there are sufficient funds available to meet them.

2016 BUDGET

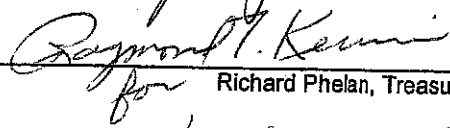
Payee	Ck #	Vou. #	Ck. Am't	Description	Acc't #
Black & Veatch		0724	68,390.23	Project#1/Construction Phase	b84.23
Cleary Jacobbe Alfieri & Jacobs LLC		0725	1,239.50	Plant Improvements/Dec'15	b84.41
Hatch Mott MacDonald		0726	3,568.04	Project #2/PS Construction	b81.33
Worth and Company, Inc.		0727	583,115.41	WWTP Improvements	b84.24
TOTAL 2016 BUDGET			656,313.18		

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 February 10, 2016.


Dated: February 10, 2016



 Jerry J. Notte, Chairman



 for Richard Phelan, Treasurer



 Karen Napolitano, Recording Secretary